

申請須知

申請手續

1. 此學校講座專為香港註冊學校而設。
2. 所有申請將按先到先得的形式處理。合資格學校可最早在講座前三個月、最遲不少於兩星期前作出申請。
3. 請於辦公時間(星期一至五：上午9時30分至下午12時45分及下午2時至5時30分) 致電**3580 6780**預約。電話預約後一星期內必須填妥申請表，並透過電郵 (sysm@lcsd.gov.hk)、郵寄或傳真 (**3580 0498**)至孫中山紀念館(電郵標題或信封面請註明「學校講座申請」)。本館將於收到申請表後七個工作天內覆函作實。館方保留對接受申請與否的最後決定權。

講座規則

1. 申請人須確保講座不會被錄音和錄影。
2. 申請人不能向講座觀眾收取任何費用。

個人資料 (私隱) 收集聲明

1. 申請人於表格內所提供的個人資料只作處理申請之用。
2. 根據個人資料 (私隱) 條例第十八、二十二及附表一載列的第六原則，申請人有權要求查閱及更正表格內所提供的個人資料。
3. 申請人如欲查閱及更正本表格所收集的個人資料，請致電紀念館職員 ☎ **3580 6780**。

Notes on Application

Application Procedures

1. This school talk is specially designed for registered schools in Hong Kong.
2. All the applications will be processed on a first-come-first-served basis. Eligible schools can apply three months in advance but not less than two weeks prior to the scheduled date.
3. Please make your booking at **3580 6780** during office hours (Monday to Friday: 9:30am to 12:45pm and 2pm to 5:30pm) **within one week** of the telephone booking. The school should complete the application form and address it to the Dr Sun Yat-sen Museum by email (sysm@lcsd.gov.hk), mail or fax (**3580 0498**)(please mark “Application for School Talk” at the email title or on the envelope). The Museum will confirm in writing within seven working days upon receipt of the application. The Museum reserves the right to accept or decline an application.

Rules to Follow

1. The applicant must ensure that the talk will not be recorded or videotaped.
2. The applicant must not accept any fee from the audience.

Personal Data (Privacy) Collection Declaration

1. The personal information provided in the application form will be used only for processing the application.
2. In accordance with the Personal Data (Privacy) Ordinance Section 18 and 22 and Principle 6 of Schedule 1, the applicant has the right to search for and amend the personal data provided in the application form.
3. If an applicant wishes to search for and amend the personal data in the application form, please call the Museum staff at ☎ **3580 6780**.