

「Fung Yuen Guided Eco-Tour」 Application Form

Applicant/Organization Information		*The personal data collected is strictly confidential and will be used for communication only.	
Name of applicant : _____		Name of group (if applicable) : _____	
Phone : _____ Fax : _____		Email (required to receive confirmation notice) _____	
Address : _____			
Name & phone of PIC : _____			
Please select the event and session			
“Fung Yuen Guided Eco-Tour” Event theme (Choose 2 of 1) :		☐ Butterfly Ecology ☐ Microscopic Butterfly Wings	
Option (Choose 3 to 1)	Fee (Each)	Time (1)	Time (2)
Fung Yuen Guided Eco-Tour	HK\$80	☐ 10:00 - 12:30	☐ 14:00 - 16:30
Fung Yuen Guided Eco-Tour + Plant Pounding Workshop	HK\$150	☐ 10:00 - 13:00	☐ 14:00 - 17:00
Fung Yuen Guided Eco-Tour + Chinese Medicine Fragrance Workshop	HK\$150	☐ 10:00 - 13:00	☐ 14:00 - 17:00
Expected learning outcomes: (E.g., conservation policy, butterflies, plants)			
Activity Information			
Visiting Date (1 st Choice) :		(2 nd Choice) :	
Number of visitors : (No more than 50 visitors)	Participants: Children Primary school students Secondary school students University students Adults Elderly Disability		
Language : ☐ Cantonese ☐ English *+\$20 per person ☐ Mandarin (Putonghua) *+\$20 per person (English or Mandarin guided tour will be provided prior confirmation and arrangement)			
Fee : HK\$80 / HK\$150	Total Amount : HK\$ _____ Fung Yuen Guided Eco-Tour: Minimum charge of HK\$1,600 / HK\$2,000(EN & PTH) for <20 visitors, minimum charge of HK\$3,200 / HK\$4,000(EN & PTH) for 26 visitors or more. Fung Yuen Guided Eco-Tour + Workshop: Minimum charge of HK\$3,000 / HK\$3,400(EN & PTH) for <20 visitors or less, minimum charge of HK\$4,500 / HK\$6,800(EN & PTH) for 26 visitors or more.		
Payment Method			
☐ By cheque Please write a crossed check payable to the "Environmental Association Ltd." and mail the completed application form to the following address: Fung Yuen Nature and Culture Education Centre 150, Fung Yuen Road, Tai Po, N.T. Hong Kong..			
☐ By direct deposit Please go to the Bank of China and transfer the required money to the account of "Environmental Association Ltd." (Account No.: 012-591-0-007106-5). Then please fax or email the copy of receipt and the completed application form to us.			
Remarks / Special Arrangement			
Liability Statement			
☒ I have read the “Notice to Participants of Fung Yuen Guided Eco-Tour” and I abide by the rules on behalf of the participants in this activity. ☒ I agree that I will be fully responsible for my own safety during the activity on behalf of the participants in this activity. ☒ If I and the participants die or are injured, or lose or damage their property during the activity, I agree that neither the association nor the association’s employees or tour guides will be responsible. ☒ If I and the participants cause any loss or damage to your association during the activity, I agree to be responsible for compensation. ☒ I agree that your association has the right to cancel the activity at any time, including before or during the activity.			
Signature of the person in charge (Please stamp if there is an institutional seal): _____ Date: _____			
*Please apply the form one month before the activity in advance			

Notice to Participants of Fung Yuen Guided Eco-Tour

1. The Fung Yuen Guided Eco-Tour include visiting Fung Yuen Cultural and Ecological Center, Fung Yuen Butterfly Reserve and the nearby. For the information about Fung Yuen's culture and ecology, please refer to the Chinese written book “鳳園生態系列 鳳園蝴蝶效應-自然及文化”，ISBN 978-988-15271-5-8。
2. The Fung Yuen Guided Eco-Tour is guided by experienced and well-trained tutor.
3. The public is allowed to participate the Fung Yuen Guided Eco-Tour in name of school and nonprofit organization. To avoid the adverse obstruction to the ecology for the best eco-tour expected outcomes, each tour will be lead by one experienced tutor with the group of under 25 participants. If the tour group participants are between 26 to 50, the tour will be divided into two groups and guided by two tutors. The maximum number of participants of each participating organization is 50.
4. If the actual number of participants is 10% or more than the original number of the registrations, the association reserves the right to cancel the right to participate in the event at any time, including before or during the activity.
5. Participation fees must be fully paid within 7 working days after the application is accepted and confirmed by the association. For the payment method, please refer to the form. If the association do not receive the payment notice within 7 days, the scheduled visit date will be automatically cancelled without any notification.
6. The tuition fee and entrance fee are included in the participation fee. Under any condition, the participation fee does not include transportation expenses and personal insurance and other unspecified charges.
7. Once the application is accepted and confirmed by the association (except for adverse weather conditions, please refer to the table below*), the visit date or time is NOT allowed to be changed and no circumstances and reasons will be allowed for refund.
8. Participant who late for 15 minutes or more on the day of the visit, the association reserves the right to always cancel the tour without any refund.
9. The Fung Yuen Butterfly Reserve is located on the private land. Entering without permission may be prosecuted immediately.
10. For enquiries, please call the Environmental Protection Association Hotline at 3111-7344 or email fungyuenbutterfly@gmail.com.
11. The association will send a confirmation letter notification through email within 7 days after receiving the payment. Please bring along the confirmation letter to register on the day of the guided tour visit. If the confirmation letter is not obtained, the application has not been accepted. Please call the association for inquiries.
12. The guided tour involves outdoor activities and risks. Participants and persons in charge should purchase the insurance by themselves.

Adverse weather arrangement

The Hong Kong Observatory issues

Tropical Cyclone Warning Signal No. 3 or above

OR

Red and Black Rainstorm Warning

Two hours before the activity:

The activity will be cancelled on the day and the applicant will be allowed to change the date of the activity

Within two hours before the event and after the event:

The activity on the day will be held indoors, and the applicant is **NOT ALLOWED** the date of the activity