



紀律部隊人員體育及康樂會  
DISCIPLINED SERVICES SPORTS  
& RECREATION CLUB

## 紀律部隊人員體育及康樂會入會申請表

### DISCIPLINED SERVICES SPORTS AND RECREATION CLUB MEMBERSHIP APPLICATION FORM

Revised: Jul 2023 v11

填表前請先閱讀紀律部隊人員體育及康樂會規則

Please read the Club Rules of DSSRC before completing this form

	新申請 New Apply
	換領 Renewal
	補領 Replacement

(For Office Use Only  
: Mem. No.)

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#### A項 SECTION A 申請會籍類別 Category of Membership Applied:

(請在右邊適當之欄內加上✓號 Please put a ✓ in the appropriate box on the right column)

請 Please ✓

(1)	<b>普通會員</b> Ordinary Member	(i) 在職紀律人員 Serving Disciplined Services Officer	
		(ii) 在職紀律部隊內文職人員 Serving Civilian Staff in the Disciplined Services	
(2)	<b>家屬會員</b> Family Member	(請參閱B項 Please refer to Section B) 如主卡會員已申請紀律部隊人員體育及康樂會會員證，請填寫主卡會員號碼 Please fill in the principal membership number if the principal member has applied DSSRC membership:	
(3)	<b>退休紀律人員*</b> Retired Disciplined Services Officer Member	退休日期 Date of Retirement _____ 服務年期 Years of Service _____ (請附上服務滿 18 年及正常退休的紀律部隊正規人員證明文件 Please attached the regular service members of the disciplined services who have completed 18 years of service and have normal retirement relevant documentary)	
(4)	<b>聯繫會員</b> Associate Member	合約期至 Contract Period to: _____ (請附上證明文件 Please attach documentary proof)	

\*申請退休紀律人員會籍之申請人需要在領取會員證時，交還普通會員證及家屬會員證。

\*A retired member applicant needs to return the ordinary membership card and the family membership card when collecting a new card.

#### B項 SECTION B – 主卡人資料欄 Information of Principal Applicant

此欄只供填寫主卡人之資料，請附上相片兩張，其中一張請貼在右面之指定空格內。This section is solely for the information of the Principal Applicant. Please attached two photos and one should be affixed in the box provided on the right.

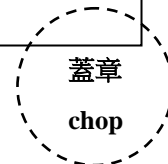
(a) 姓名: \_\_\_\_\_ (中文) Name (Block Letters) Mr./Mrs./Miss \_\_\_\_\_ (English)

(b) 所屬紀律部隊 Disciplined Services of : 請 Please ✓

- 懲教署 Correctional Services Department
- 香港海關 Customs & Excise Department
- 消防處 Fire Services Department
- 政府飛行服務隊 Government Flying Service
- 香港警務處 Hong Kong Police Force
- 入境事務處 Immigration Department
- 廉政公署 Independent Commission Against Corruption
- 其他 Others (請註明 please specify): \_\_\_\_\_

請貼上  
「主卡人」相片

Please affix photo  
of the “principal  
applicant” here



(c) 香港身份證號碼 HKID No : \_\_\_\_\_

\*\*只需填寫英文字母及頭四位數字 just fill in the English letters and the first four digits

職員編號 UI / Service No. : \_\_\_\_\_ 職級 Rank : \_\_\_\_\_

通訊地址 Correspondence Address (請以英文填寫 Please complete in **English**): \_\_\_\_\_

聯絡電話 Contact No. : \_\_\_\_\_ 電郵 Email : \_\_\_\_\_

**C 項 SECTION C – 家屬會員資料 Information of Family Member(s)**

此欄只供填寫家屬會員資料，每位家屬會員需附上相片兩張（其中一張請貼在下面之指定空格內及於相片頂部蓋上部門蓋章）。  
This section is solely for the information of family membership applications. Please attach two photos for each family member (one should be affixed in the box provided below with departmental chop in the top of the photo) (請參閱附件一，Please refer to Appendix A)

	配偶 SPOUSE	子女 CHILDREN (6-20 歲 yrs.)			
	蓋章 (1)	蓋章 (2)	蓋章 (3)	蓋章 (4)	
配偶及 子女資料 Information of Spouse & Children	配偶相片 Spouse Photo	子女相片 Child Photo (6-20 歲 yrs.)	子女相片 Child Photo (6-20 歲 yrs.)	子女相片 Child Photo (6-20 歲 yrs.)	子女相片 Child Photo (6-20 歲 yrs.)
英文姓名 Name in English	_____	_____	_____	_____	_____
中文姓名 Name in Chinese	_____	_____	_____	_____	_____
性別 Sex	_____	_____	_____	_____	_____
出生日期(日/月/年) Date of Birth (dd/mm/yy)	_____	_____	_____	_____	_____

普通會員及退休會員的子女證有效期為 5 年。Child member card of ordinary member and retired member is valid for 5 years.

子女證申請年齡為 6 歲至 20 歲。Child member application age is 6 years old to 20 years old.

文職會員及家屬證有效期為 3 年。Family member card and civilian member is valid for 3 years.

**D 項 SECTION D – 主卡人的聲明 Declaration of Principal Applicant**

本人，下開簽署人，謹此作出以下聲明：

- (i) 本人的申請如獲批准，本人及家人願遵守會方一切規則及會所管理公司發佈的規定。本人明白，不遵守規則會令本人失去會員資格或使用會內設施的權利。
- (ii) 本人明白，為保障會員之私隱，如本人在提交申請表後一年內仍未到本會領取會員證，會所有權將有關之會員證及申請資料銷毀，而不作另行通知，已交之費用將不獲退還。
- (iii) 本人明白會所有權將有關之個人資料授予給部門作查核及會所職員有權要求申請者提供申請人、申請人配偶及子女之相關證明文件作核實用途，(如身份證 / 出世紙 / 結婚證明書等)。
- (iv) 茲證明上述資料完全正確，本人並會退回因離職紀律部門或其他原因而失效之任何會員證。

I, the undersigned, declare the following:

- (i) If my application is approved, my family and I undertake to comply with the rules of the Club and such directions as may be issued by the Management from time to time. I understand that non-compliance may result in losing my right of membership or from using Club facilities.
- (ii) I understand that, to protect the privacy of members, if I do not collect my membership card within one year after the submission of application, the Club Management reserves the right to destroy all relevant membership card(s) and document(s) without prior notice. The fee paid will not be refunded.
- (iii) I understand that, the personal data will be used for verification purposes with the related department and the identification document of applicant, spouse & child will be required to provide for verification purposes. (E.g. ID Card / Birth Certificate / Marriage Certificate, etc).
- (iv) I certify that the information above is correct and I will return all membership card(s) issued to me upon invalidity or end of employment with the Disciplined Services Department.

主卡人簽署 Signature of Principal Applicant: \_\_\_\_\_ 日期 Date: \_\_\_\_\_

**E 項 SECTION E - 此欄必須由部門首長或其委任之官員填寫 (申請人必須親自將此申請表交予有關部門加簽)。**

This column must be filled by The Head of Department or an officer appointed by him

(This applicant must submit this application form to the relevant department for endorsement in person before sending it to the Club).

本人證明申請人上述資料與其服務檔案已經過核實，並確認無誤。

I certify that the information above has been checked against the applicant's Record of Service and is correct.

簽署 Signature : \_\_\_\_\_  
 姓名 Full Name : \_\_\_\_\_  
 職級及職位 Rank & Post : \_\_\_\_\_  
 電話 Telephone no. : \_\_\_\_\_  
 日期 Date : \_\_\_\_\_

(部門蓋章 Departmental Chop)

*For Office Use Only*

Application Submitted On	Receipt No.	Cards Collected On	Card(s) Collected By	Endorsed By

# 申請紀律部隊人員

## 體育及康樂會會籍須知

### 1. 申請費用

1. 申請新證及換領：每張港幣\$12 元；  
遺失、更改姓名或補領會員證：每張港幣\$30 元。
2. 有關費用必須於遞交申請表時一併繳交。

### 2. 繳費方法

1. 倘已批核之申請表經部門轉交會所處理
  - a. 申請人可以利用支票繳款，抬頭請寫上「博藝體運有限公司」支票背面必須清楚註明申請人之姓名、所屬之紀律部隊及聯絡電話，然後將支票釘在申請表最前一頁的左上方。
  - b. 申請人亦可將有關費用存入「香港上海滙豐銀行有限公司」往來戶口 (002-598381-004)，並將正本之存款收據釘在申請表最前一頁的左上方。
2. 倘申請人直接將已獲部門批核之申請表交予會所處理
  - a. 申請人可以選擇用現金或支票 (抬頭請寫上「博藝體運有限公司」) 在會所辦事處繳款。

### 3. 申請須知

1. 遞交申請表時，請將申請款項連同近身相片 2 張交給會所處理。
2. 遞交申請表前，請核對申請表上 B 項是否已填上個人資料及是否已在 D 項主卡人簽署一欄上簽署其名。
3. 為保障會員之私隱，如申請人在提交申請表後一年內仍未到本會領取會員證，會所有權將有關之會員證及申請資料銷毀，而不作另行通知，已交之費用將不獲退還。
4. 申請人務必在申請表填寫清晰的個人資料，如因申請人未能提供清晰的個人資料而引致其會員證上出現錯誤，本會將不會負上任何責任。
5. 申請人務必注意申請表 E 項部份，此項必須蓋上部門蓋章及申請人須將此申請表交予有關部門加簽，此欄必須由部門首長或其委任之官員填寫。
6. 本會所有權將有關的個人資料授予給部門作查核用途
7. 本會所職員有權要求申請者提供申請人、申請人配偶及子女之身份證明文件作核實用途
8. 所有申請表格上必須貼上家庭成員的照片(如適用)及在相片頂部蓋上相關部門的蓋章，範本如下：

	配偶 SPOUSE 蓋章 (1)	子女 CHILDREN (6-20 歲 yrs.) 蓋章 (2)	蓋章 (3)	蓋章 (4)
配偶及 子女資料 Information of Spouse & Children	配偶相片 Spouse Photo	子女相片 Child Photo (6-20 歲 yrs.)	子女相片 Child Photo (6-20 歲 yrs.)	子女相片 Child Photo (6-20 歲 yrs.)

## Note for Disciplined Services Sports & Recreation Club Membership Application

### 1. Application Fees

1. New application and Renewal: HK\$12 per card; Loss, Name Change or Replacement: HK\$30 per card.
2. The application fees must be submitted together with the application forms.

### 2. Payment Methods

1. If the endorsed application form is sent to the Club via disciplined service departments
  - a. Payment by cheque should be made payable to the "Spotlight Enterprises Ltd". Please mark the name of applicant, the department of disciplined service and the contact telephone number clearly on the back of the cheque and attach the cheque on the left-hand corner on the cover page of the application form.
  - b. The applicant can deposit the amount into the "Hong Kong and Shanghai Banking Corporation Limited" current account (002-598381-004), and attach the original copy of the bank receipt on the cover page of the application form.

2. If the endorsed application form is submitted directly to the Club

- a. The applicant can either pay by cash or by cheque (Payable to the "Spotlight Enterprises Ltd") at the Club Office.

### 3. Application Notes

1. Please attach 2 photos and the application fees when submitting the application form to the Club.
2. The applicant must fill in all the information on Section B and sign the signature on Section D before submitting the application form.
3. To protect the privacy of members, if applicant do not collect his/her membership card within one year after the submission of application, the Club Management reserves the right to destroy all relevant membership card(s) and document(s) without prior notice. The fee paid will not be refunded.
4. The applicant must fill in clear personal data on the application form. The club will not shoulder any responsibility if present the mistake on causing its membership card because of the applicant fails to offer the clear personal data.
5. The applicant must pay attention for Session E. The section must be chopped by relevant department and the applicant must submit the application form to relevant department for endorsement in person before submitting it to the Club. This column must be filled in by The Head of Department or an officer appointed by him.
6. The personal data will be used for verification purposes with the related department
7. The identification document of applicant, spouse & child will be required to provide for verification purposes.
8. Each family member's photo should be affixed on all application form with department chop, sample as below,

