

## Booking Steps of Jockey Club HKFA Football Training Centre Pitch

### 賽馬會香港足球總會足球訓練中心的場地預訂程序

1. Applicant can download the application form from our webpage and then send the filled form to us via e-mail: [ftcbooking@hkfa.com](mailto:ftcbooking@hkfa.com), fax: (852) 2241 7035, Whatsapp: (852) 9720 4355 or in person.
2. If the application is accepted, the applicant will be notified within one week. If the applicant has not been notified after one week, his or her application can be deemed unsuccessful.
3. Applicants deposit the payment into the designed FTC bank account before deadline as instructed and then send the deposit note to us via e-mail: [ftcbooking@hkfa.com](mailto:ftcbooking@hkfa.com), fax: (852) 2241 7035 or , Whatsapp: (852) 9720 4355.
4. A confirmation e-mail will be sent to the applicant once the payment has been received.
5. If more than one applicant apply for the same artificial turf pitch session, the use of the artificial turf will be determined on a first-come, first served basis.

1. 申請人可於本中心網頁內下載申請表格，填妥後以電郵：[ftcbooking@hkfa.com](mailto:ftcbooking@hkfa.com)、傳真：(852) 2241 7035、Whatsapp: (852) 9720 4355 或親身交予中心。
2. 如本中心接納閣下的申請，職員將於一星期內聯絡申請人進行確認手續。如在一星期後沒有接獲通知，則代表申請未被接納。
3. 申請人須於限期前存款至指定帳戶以及將銀行入數紙電郵：[ftcbooking@hkfa.com](mailto:ftcbooking@hkfa.com)、傳真：(852) 2241 7035 或 Whatsapp: (852) 9720 4355 至本中心。
4. 中心確認收到款項之後，將以電郵方式向申請人發出場地確認書。
5. 假如有超過一位申請人申請同一時段，本中心將已先到先得形式決定該時段的仿真草足球場使用權。