

8 July 2025

## **Update Procedures for Sports Facilities Booking**

Dear Members and Guests,

In light of the increment of last-minute cancellation of facility booking recently, please be informed that starting from 14 July 2025, the procedures for sports facilities booking will be updated to ensure fairness and encourage the optimal use of facilities for all members.

As part of this update, cancellations for same-day facilities bookings will require at least 4-hour advance notice. If cancellation notice is not provided, the session fee will be applied to the member's account, helping us ensure facilities remain accessible and beneficial for everyone.

We appreciate your understanding and cooperation in enhancing the experience for all members.

## **康樂設施預約程序**

致各會員及訪客：

茲通知鑑於最近臨時取消預約設施上升的趨勢，為確保全體會員之權益並提高設施使用率，康樂設施的預約程序將會更新。

由二零二五年七月十四日起，如需取消即日預訂之場地，請至少提前四小時通知。若未能及時通知，有關場租將直接於會員帳戶中扣除，以讓每位會員享有公平、順暢的預訂體驗。

感謝您的理解與配合。

**NOTICE**  
FROM CLUB MANAGEMENT