



School Guided Tour



**The Hong Kong Jockey Club Community Project Grant:
Mei Ho House Hong Kong Spirit Learning Project School Guided Tour**

Application Form

School Name : _____ Contact Teacher : _____
School telephone No.: _____ Email : _____
Mobile. : _____ No. of students : _____ Form : _____
Reservation Date : _____ am(start@10:45am) / pm (start@2:00pm)*
Guide Teacher : _____ Mobile: _____ (If different from above)
Language*: English / Cantonese Number of Accompanying Teacher: _____
Guided Tour Mode : (Please choose "On Site Tour" below if it is your 1st choice, and "Online Tour" as 2nd choice. If you do not have any 2nd choice, please choose "Nil".)
1st choice*: On Site Tour / Online Tour 2nd choice*: On Site Tour / Online Tour / Nil
Related Subject: _____ Related Course: _____
Student's Learning Characteristics: _____
Purpose of Visit: _____
Where did you learn about this school guided tour?
Mail website media teachers Other : _____
A Whatsapp group is opened for communication (in Cantonese), do you want to join? Yes No
*please choose one

Details of the School Guided Tour

Required

1. Visit of Mei Ho House (1 hour)

Optional Interactive workshop

1. Alumni story sharing (about half hour)
2. Nostalgic games (about half hour)
3. Hostel room visit (10 students per group, each group per 5-10 minutes)

For online guided tour, nostalgic games can be introduced or alumni story sharing can be arranged (in Cantonese; arrangement would be subject to the availability of the alumni), depending on the request of school.

Remarks: Arrangement would be subject to the availability of the alumni and hostel rooms, nostalgic games would be arranged if the aforesaid is unavailable

Remark: According to the Personal Data (Privacy) Ordinance, the above-collected information will only be used for the internal use of HKYHA, and is under protection. HKYHA may use the collected information for the promotion of the association-related activities. If you do not wish to receive such promotion, please contact us through email (learning@yha.org.hk) or telephone (37283512 / 37283510).



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Reservation method

1. Check the available date and timeslots online and make reservation by website (<http://www.yha.org.hk/learning>) or fax (3755-4379). First-come, first-served.
2. A pending for confirmation email will be received within two working days if the application is made through fax. It is required to settle full payment within one month (Please mail the cheque payable to “Hong Kong Youth Hostels Association - MHH” to YHA Mei Ho House Youth Hostel, Block 41, Shek Kip Mei Estate, Sham Shui Po, Kowloon, Hong Kong and mark “The Hong Kong Jockey Club Community Project Grant: Mei Ho House Hong Kong Spirit Learning Project” OR transfer to HSBC bank account 848-418539-292, and email or fax the bank-in slip to learning@yha.org.hk / 3755-4379)
3. To deal with unexpected occurrences, payment can be settled by two weeks before the tour date. If there is difficulty in settling the payment, please contact us as soon as possible to avoid cancellation of the reservation.
4. A confirmation email for successful reservation will be received after the payment is settled.

Reservation and tour guidelines

1. The tour will be reserved on school-basis, and the quota per tour is 20-40.
2. Reservation is accepted at least 10 working days prior to the tour.
3. A confirmation email will be received for successful reservation. Please present the confirmation email for verification on the day of tour.
4. As the Heritage of Mei Ho House is opened to the public and group booking, too early or late arrival will cause inconvenience to others, please arrive on time.
5. If the school has to conduct questionnaire/project/oral history interview in Mei Ho House, please inform HKYHA staff during the application of the school guided tour for further approval.
6. After successful reservation, rescheduling is allowed for ONCE only and depended on availability
7. Parking lots are not available at YHA Mei Ho House Youth Hostel. Coaches (24 seats or less) are allowed at the hostel main entrance
8. The school is responsible and liable for any damage of the artefact or facilities of Mei Ho House.
9. Visitors shall take care of their own belongings and safety. Heritage of Mei Ho House bears no responsibility or liability for any loss or damage of personal belongings or any accident happened on its premises.
10. In case of inclement weather such as tropical cyclone warning signal No.8 or above OR black storm warning signal is hoisted, the school guided tour will be cancelled. In case the tropical cyclone warning signal No.8 or above OR black storm warning signal is lowered less than 2 hours before the Heritage of Mei Ho House normal closing time (Weekdays opening hours Tues-Fri 9:30am-17:00pm), the school guided tour will also be cancelled. Further rescheduling arrangement will be made.
In case of inclement weather or failure to provide service from HKYHA, rescheduling must be done within half year, or otherwise no refund will be allowed.
11. HKYHA reserves the rights for final decision on the above-mentioned reservation and tour guidelines.