

Scout Association of Hong Kong

Terms and Regulations for booking Function Room at 9/F - 11/F Hong Kong Scout Centre

Inclement Weather Arrangement Guideline

In case of inclement weather i.e. **Typhoon Warning Signal No.8 or above** OR **Black Rainstorm Warning** is issued, function room booking arrangements are as follows:

Weather Condition	Typhoon Warning Signal No.8 or above	Black Rainstorm Warning
The Signal / Warning is cancelled before 5am	Function room booking services will be continued as usual	
Pre-No.8 special announcement is issued*	If such a special announcement is issued: (1) during event, users can opt to use the function room until the Signal is issued (2) before 9am, morning session booking will be cancelled (3) before 1pm, afternoon session booking will be cancelled (4) before 6pm, evening session booking will be cancelled	/
The Signal / Warning is issued during event	Users shall stop using the function room and leave the Centre immediately	Users can use the function room until the end of booking period
The Signal / Warning is issued until 3 hours after the Signal/Warning has been cancelled*	All function room booking will be cancelled	All function room booking will be cancelled (except those in use)
After the Signal / Warning has been cancelled for 3 hours	Function room booking services will be resumed as normal	

* Applicant can apply for rescheduling or refund for the unused period which will be calculated in hourly basis. Any unused period less than one hour will not be included. Application for rescheduling or refund shall be made within 14 days from the original event date.

For rescheduling, the rescheduled event shall take place within 6 months from the original event date. Applicant will be required to pay additional charges arising from the change in event date and/or venue. Residual amount, if any, will not be refunded.