



SCOUT ASSOCIATION OF HONG KONG

10/F Hong Kong Scout Centre

Scout Path, Austin Road, Kowloon, Hong Kong

Enquiry: 2957 6380

Web Site: <http://www.scout.org.hk/>

Fax: 2302 1006

E-mail: estco@scout.org.hk

Function Room Booking 9/F-11/F Hong Kong Scout Centre (Scout Units)

(1) Venue and Facility Charges

Room	Max. Capacity	Area (sq.ft)	Hourly Rate (HK\$)		Concessionary Rate (HK\$)
			Peak Hour	Non-peak Hour	
901	40	780	150	110	750
902	30	470	90	60	450
924	60	930	170	120	850
1030	70	1,150	210	150	1,050
1101	30	560	110	80	550
1104	70	1,800	330	230	1,650
1105	60	900	170	120	850
1106	150	1,800	330	230	1,650
1107	40	700	140	100	700
1109	70	1,060	250	180	1,250
1114	70	1,000	240	170	1,200

Room	Max. Capacity	Area (sq.ft)	Session	Rate (HK\$)			
				Each Session	Package (1)	Package (2)	Whole Day
1031 (10/F Boardroom)	26	1,500	0830-1230	4,500	7,000	9,000	12,000
			1230-1730	4,500			
			1830-2230	6,500			

Remarks:

- (1) Non-peak hours : 8am to 6pm for weekdays and 8am to 1pm for Saturdays, except public holiday
- (2) Minimum charge for 2 hours per room use; Concessionary Rate for Scout is applicable for continuous occupation of 8 hours
- (3) Maximum capacity is based on theatre setting (conference setting for 10/F Boardroom)
- (4) Room 1104 is a training centre inclusive of 1 staff room and 4 discussion rooms
- (5) Room 1105 and Room 1106 (Congregation Hall) can be combined for use
- (6) The 10/F Boardroom includes an AV control room and a simultaneous interpretation system
- (7) Venue and facility charges are for lighting & air-conditioning and cover also the provision of basic equipment, e.g. public address system, flip chart, whiteboard, cold / hot water machine

(2) Equipment and Other Charges

Equipment	Hourly Rate (per set)	3 hours or above Fixed Rate (per set)
LCD Projector	HK\$100	HK\$300
Visualizer	HK\$100	HK\$300
Self-served Drink Package	HK\$300	

Remarks:

- (1) Booking period must be the same as venue booking period
- (2) Users shall bring their own note book computer for using LCD projector
- (3) Visualizer shall be used with LCD projector with separate charge
- (4) Each set of Self-served Drink Package includes 3 in 1 coffee (20 bags), milk tea (20 bags) & Chinese tea (25 bags)