



## International Arts Carnival 2015 Application for Postal Refund

Festivals Office, LCSD  
Level 5, Administration Building,  
Hong Kong Cultural Centre  
10 Salisbury Road, Tsim Sha Tsui, Kowloon, Hong Kong  
Tel : 2370 1044 Fax : 2371 4171

### Part A – Personal Particulars

Name of Patron : \_\_\_\_\_ (Full name for refund cheque)

HKID No. / Passport No. : \_\_\_\_\_

Correspondence Address : \_\_\_\_\_

Tel. No. (Office/Home/Mobile) : \_\_\_\_\_

Fax No. / Email address (for faxing / sending acknowledgment of receipt to applications) : \_\_\_\_\_

#### **Notification of Personal Data Collection**

The information provided above will be used for application for refund only. Subject to exemptions under the Personal Data (Privacy) Ordinance, and in accordance with Section 18 and 22 and Principle 6 of Schedule 1 to the Ordinance, you have a right of access and correction of the personal data provided in this form. Request for personal data access and correction should be addressed to the Festivals Office of the Leisure and Cultural Services Department. (Enquiries: 2370 1044)

### Part B – Details for Refund

Event Name : \_\_\_\_\_

Event Date : \_\_\_\_\_ Event Time : \_\_\_\_\_

<u>Number of ticket(s) with ticket's stub</u>	<u>Ticket Serial No.</u>	<u>Price(s)</u>	<u>Total Amount</u>
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Reason for refund : \_\_\_\_\_

Name of applicant : \_\_\_\_\_ Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Applicants should mail the complete form with the intact original ticket(s) to the Festivals Office on Level 5, Administration Building, Hong Kong Cultural Centre, 10 Salisbury Road, Tsim Sha Tsui, Kowloon **on or before** \_\_\_\_\_ (\_\_\_\_\_) (Date of postal chop will be taken as date of submission). Festivals Office will acknowledge the applicants by fax / email or mail upon receiving the form.

To: Applicant

For Official Use Only

#### **International Arts Carnival 2015 – Application for Refund**

(Event Name : \_\_\_\_\_ Application No. : \_\_\_\_\_)

Receipt of a total of \_\_\_\_\_ nos. of refund tickets at a total amount: HK\$\_\_\_\_\_ for refund application.

Festivals Office will process the application and send back a crossed cheque later. For enquiries, please call 2370 1044.

\_\_\_\_\_ /  
Date

\_\_\_\_\_ /  
Name & Signature of Recipient / Title of Recipient