

THE INCORPORATED TRUSTEES OF THE ISLAMIC
COMMUNITY FUND OF HONG KONG

九龍清真寺暨伊斯蘭中心管理委員會

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KOWLOON MOSQUE & ISLAMIC CENTRE MANAGEMENT COMMITTEE

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APPLICATION FORM FOR HIRING OF COMMUNITY HALL

Name of Applicant/Organization:		
Contact Address:		
Contact Person:	Contact Tel. No., Mobile and Fax No.	
Purpose of Use:	Hiring Date:	
Expected Attendance:	Hiring Time & Duration:	

RESPONSIBILITIES OF THE HIRER

- 1) That the function held is in no way conflicting with Islamic Principles
- 2) That the applicant must be by a registered organization or company
- 3) The applicant organization must get prior clearance/NOC for the organization and guest scholar from their Consulate General
- 4) That the organization/speaker will not deliver speech against any sect, religion or religious personalities
- 5) That no guest shall be allowed to bring any non-halal food into the building and all non-Muslim guest shall be required to dress in a manner that will not offend the sanctity of the Mosque
- 6) That all furniture and equipment of the Mosque after use are left in a good and clean condition
- 7) Any damage to the Mosque property during the function must duly be made good by replacement or by compensation
- 8) That the hall cannot be used for commercial or political purposes
- 9) Arrangement of tables/chairs for the function should be the responsibility of the hirer. After function the hirer must put back the tables/chairs in the original position
- 10) Charges for the hall are HK\$3,000.00 (for six hours) and deposit HK\$1,000.00 So HK\$4,000.00 MUST be paid in advance
- 11) For each additional hour of use an extra amount of HK\$500.00 will be charged and deducted from the deposit, otherwise the full deposit HK\$1,000.00 will be refunded
- 12) If the applicant wants to cancel the application after approval, the Kowloon Mosque Management Committee must be informed within _____ days (*to be filled by KMMC*) before the hiring date otherwise the applicant shall pay the full rent
- 13) No fund collection should be done inside the Mosque premises
- 14) The KMMC reserves the right to refuse any application, which they suspect to be inappropriate
- 15) It is not allowed to play any sort of movies in the Kowloon Mosque Community Hall
- 16) The attached form to be duly completed & submitted along with the application form.

I have read and understand my responsibilities for hiring the community hall.

Signature & Official Chop

Date:

(Approval Signature)

Kowloon Mosque & Islamic Centre Management Committee

Paid_____

Conference Room (Y) (No)--Paid _____

Receipt-No-#_____

Receipt-No-#_____

BIODATA OF THE SCHOLAR

For the program held in Kowloon Mosque & Islamic Centre

Community Hall G/F on

Name:		
Date of Birth:		
Nationality:		
Religion:		
Marital Status:	Spouse	
Address:		
Contact Phone No:		
E-mail Address:		
Education:		
Sect (School of Thought)		
Present Profession:		
Working Experience:		
Purpose of gathering:		
Name & Address of the Organizer:		
Contact Phone No:		
E-mail Address:		
		<u>For Official Use / Approved By</u>
_____ Signature & Official Chop of the Organizer Date:	_____ Signature & Official Chop Consulate General Date:	_____ Kowloon Mosque & Islamic Centre Management Committee Date: