

**ADC 藝術空間(泛亞中心) – 藝術工作室(視覺/媒體藝術)第二期租賃**  
**ADC Artspace (Pan Asia Centre) – Arts Studio (Visual/Media Arts)**  
**Second Term Tenancy**

**申請表格**

**APPLICATION FORM**

申請截止日期: 2020年12月23日下午六時正

Closing Date Deadline: 23<sup>rd</sup> of December 2020, 6:00pm

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1. 申請者填寫本申請表格前，請先細閱申請準則。申請將受申請準則約束。

Applicants are advised to read the Application Guidelines carefully before completing this form. This application is subject to them.

2. 如親身遞交申請，請於上述申請截止日當日下午六時正或以前投進設於香港鯉魚涌英皇道1063號10樓香港藝術發展局辦事處的收集箱。郵寄申請以郵戳日期為憑，郵戳日期不得遲於上述截止日。速遞表格則以所屬速遞公司單據上所載的確認收件日期為憑，確認收件日期不得遲於截止日期。逾時遞交的申請書，或以傳真、電郵或其他媒體形式遞交的申請，將不獲處理。

For submission in person, please deposit the application in the collection box located at the Hong Kong Arts Development Council Administration Office, 10/F, 1063 King's Road, Quarry Bay, Hong Kong by 6:00pm on or before the above-mentioned closing date for application. Submission by post will only be accepted if postmarked no later than the above-mentioned closing date. Submission by courier is also accepted if the pickup date shown on the bill issued by the courier service provider is on or before the deadline. Late submissions or applications by fax, e-mail or in any digital format are not accepted.

3. 本申請表格必須全部填妥，並由申請者簽署。

The completed application form must be signed by the applicant(s).

4. 所有申請表格的簽署人必須小心地及正確地於各部分有關的空格上加上「x」號。

All persons signing this form must carefully and accurately put an "x" in the relevant boxes in all parts.

5. 所有合租申請者必須於第一部分指定一位聯絡人。本局將視其為合夥租用申請的唯一聯絡人，而該聯絡人將負責合夥租用及作為合夥租用的所有目的之聯絡單位。

Co-tenancy applicants must designate the joint contact person in Part One who shall act and will be regarded and treated by the Hong Kong Arts Development Council ("HKADC") as the exclusive designated contact person in charge of the co-tenancy and shall for all purposes be the contact point for the co-tenancy.

6. 如為合夥租用申請，請每一位申請者自行影印及分別填寫申請表第一及二部分，再一起填妥申請表第三、四及五部分後一併提交。

For co-tenancy application, each applicant must make copy and individually complete Part One and Two of the Application Form, and submit them with the jointly completed Part Three, Four and Five.

7. 如有任何查詢，歡迎致電本局黎先生(電話：2820 1070)或羅小姐(電話：2820 1006)。

For enquiries, please contact Mr Lai at Tel: 2820 1070 or Miss Law at Tel: 2820 1006.

## 第一部分 PART ONE

### I. 個人資料 Personal Details

先生 Mr  小姐 Miss  女士 Ms

申請者中文姓名(須與身分證相同)

Name in Chinese (as on ID card): \_\_\_\_\_

申請者英文姓名(須與身分證相同)

Name in English (as on ID card): \_\_\_\_\_

香港身份證號碼 (英文字母及頭四位數字)

HKID Card No. (Alphabet and first 4 digits): \_\_\_\_\_

居住地址 Residential Address: \_\_\_\_\_

聯絡地址 Correspondence Address (如與以上不同 if different from above): \_\_\_\_\_

電話(公司) Telephone (Office): \_\_\_\_\_

電話(住宅) Telephone (Home): \_\_\_\_\_

傳真(公司) Fax (Office): \_\_\_\_\_

傳真(住宅) Fax (Home): \_\_\_\_\_

電郵 Email: \_\_\_\_\_

手提電話號碼 Mobile Number: \_\_\_\_\_

本人是合夥租用申請的聯絡人(合夥租用申請適用，只限一位申請者擔任)

I am the contact person of co-tenancy application (For co-tenancy application only. Please appoint only **ONE** person)

### II. 藝術教育/專業訓練 Art Education/Professional Training

請由時期近至遠填寫概況。

Please give brief details, starting from the most recent.

年 Year		院校名稱 Name of Institution	科目 Course/Studies	獲取資歷 Qualification Obtained	獲取日期 Date Awarded
由 From	至 To				

### III. 相關藝術就業資料 Art Related Employment Record

月/年 Month/Year		機構名稱 Name of Organisation	全職/兼職 Full/Part-Time	職位 Position Held
由 From	至 To			

如為合夥租用申請，請每位申請者自行影印及填寫本頁。For co-tenancy application, please copy this page and complete one for each applicant.

## 第二部分 PART TWO

如有需要，請另紙續寫。Please use a separate sheet if necessary.

### I 藝術範疇 Arts Discipline

界別：請揀選一個較合適的藝術界別去形容閣下最主要的工作範疇。

Discipline: Which arts discipline better describes your primary area of work? Please select the **ONE** which is more appropriate.

視覺藝術 Visual Arts       媒體藝術 Media Arts

請詳述閣下的藝術活動，以及創作的性質/獨特性。

Please describe your artistic activities, and the nature/stylistic uniqueness.

### 過往記錄 Track Record

請由時期近至遠填寫概況。

Please give brief details, starting from the most recent.

為節省紙張，歡迎申請者提供載有過去重要活動紀錄及介紹的網址，取代印刷資料，作為過去紀錄的參考。

To save paper, applicants may provide website addresses containing introductions or records of the past key activities in place of printed documents, for our reference.

網址 Website : \_\_\_\_\_

### II 主要藝術活動/主要出版 Major Art Activities/Publications

年份 Year	活動/出版名稱、性質及介紹 Name, Nature and Description	參與角色(如籌辦者、參與者等) Role (Organiser, Participant, etc.)

如為合夥租用申請，請每位申請者自行影印及填寫本頁。For co-tenancy application, please copy this page and complete one for each applicant.

### III 主要認可/獎項(如有) Major Recognitions/Awards (if any)

年份 Year	名稱、性質及介紹 Name, Nature and Description	認可/頒獎機構 Awarding Body

### IV 其他重要成就(如有) Other Significant Achievements (if any)

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如為合夥租用申請，請每位申請者自行影印及填寫本頁。For co-tenancy application, please copy this page and complete one for each applicant.

### 第三部分 PART THREE

如有需要，請另紙續寫。Please use a separate sheet if necessary.

#### 使用工作室計劃 Proposal for Using Studio

##### I 工作室主要用途 The Main Use of Studio

請在所選用途加上「x」號 Please put an "x" in the applicable use(s) below	請列出所選用途佔總使用的% Please indicate % of use for the item(s) checked
<input type="checkbox"/> 藝術/創作活動 Artistic/Creative Work	
<input type="checkbox"/> 其他(請註明) Others (please specify): _____	
	合共 Total: 100%

##### II 預計工作室的使用度 Intended Usage Rate of Studio

請在其中一個方格內加上「x」號 Please put an "x" in only <b>ONE</b> box
<input type="checkbox"/> 全職使用 Full-time Use
<input type="checkbox"/> 定期兼職使用 Regular Part-time Use 周末 Weekends : 日間 Daytime, 每周平均 _____ 小時 hours per week on average 周末 Weekends : 夜間 Evening, 每周平均 _____ 小時 hours per week on average 平日 Weekdays : 日間 Daytime, 每周平均 _____ 小時 hours per week on average 平日 Weekdays : 夜間 Evening, 每周平均 _____ 小時 hours per week on average

##### III 請說明租用工作室的原因，以及將會對閣下/你們的專業發展有何幫助 Reason(s) for renting studio and how it will aid your professional development

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#### IV 租約期間的工作計劃 Work Plan for the Tenancy

(請列出涵蓋整個租期的工作計劃 Please list out the Work Plan during the whole tenancy period)

日期/次數 Date/Frequency	工作計劃：計劃/活動名稱及介紹 Work Plan: Name and Description of Project/Programme	如何利用工作室 How the studio will be used

## 第四部分 PART FOUR

### 工作室取向 Studio Preference

(請在其中一個方格內加上「x」號，只能選取一項 Please put an "x" in the relevant box, only one box could be chosen)

<input type="checkbox"/> 801 單位(建築面積 541 平方呎)或 804 單位(建築面積 671 平方呎) Unit 801 (541 sq. ft. Gross Floor Area) or Unit 804 (671 sq. ft. Gross Floor Area)
<input type="checkbox"/> 802 單位(建築面積 778 平方呎)、803 單位(建築面積 829 平方呎)或 805 單位(建築面積 849 平方呎) Unit 802 (778 sq. ft. Gross Floor Area), Unit 803 (829 sq. ft. Gross Floor Area) or Unit 805 (849 sq. ft. Gross Floor Area)

## 第五部分 PART FIVE

### 聲明 Declaration

- a 我/我們已索取並詳閱有關 ADC 藝術空間(泛亞中心)藝術工作室(視覺/媒體藝術)第二期租賃申請準則。我/我們確認我/我們完全明白及接受該準則、將受該準則約束及將遵從該準則。  
I/We have obtained and read the Application Guidelines for ADC Artspace (Pan Asia Centre) Arts Studio (Visual/Media Arts) Second Term Tenancy and I/we confirm that I/we fully understand, accept and will be bound by and will comply with the said Guidelines.
- b 我/我們特此聲明及保證，本申請內提供的所有資料及證明文件(包括合夥租用申請分別填寫及填妥的第一及二部分)均於下述日期當日全部完整及正確，並必須在香港藝術發展局(「藝發局」)事先書面同意下才可作出修訂。  
I/We declare and warrant that all the information and supporting document(s) given in this Application (including for co-tenancy applications separately entered and completed Part One and Two) is fully comprehensive and is correct at the date given below and will not be amended without the prior written approval of the HKADC.
- c (適用於合夥租用申請) 我們將受我們所確認的合夥租用申請的指定聯絡人與藝發局之間的所有通訊約束，並同意該聯絡人將為合夥租用的所有目的唯一與藝發局的書面通訊渠道。  
(In case of a co-tenancy application) We shall be bound by all such communications between HKADC and the designated contact person which we acknowledge and agree shall be the exclusive channel of communication in writing from HKADC for all purposes of the co-tenancy.

簽署申請表格後，我/我們同意將受本條款約束。

In signing the application form, I/we accept that we shall be bound by these conditions.

\_\_\_\_\_  
簽署 Signature(s)

\_\_\_\_\_  
姓名 Name(s)

\_\_\_\_\_  
日期 Date

(如為合夥租用申請，每位申請者均須在此簽署 For co-tenancy application, signature of each applicant is required)

### 提示 REMINDER

在提交申請時，請夾附以下文件：

Please be reminded to submit the following documents for application:

- 已全部填妥的申請表格 A fully completed Application Form
- 身份證副本 HKID card copy
- 履歷(請刪去身份證號碼、出生日期等個人資料) Curriculum vitae (please cross out personal data such as ID card number, date of birth, etc.)
- 作品資料(為節省紙張，歡迎申請者提供載有作品資料的網址，取代印刷資料) Portfolio (To save paper, applicants are encouraged to provide website address containing artwork reference instead of printed document.)

遞交申請時，信封面請註明「ADC 藝術空間(泛亞中心) – 藝術工作室(視覺/媒體藝術)第二期租賃申請」。

Please submit the application under cover and mark "ADC Artspace (Pan Asia Centre) - Arts Studio (Visual/Media Arts) Second Term Tenancy Application" on the envelope.