



Application Procedures of the 2018 Ocean Park Tour Guide Pass

Ocean Park Corporation will implement new procedures for application of the 2018 Ocean Park Tour Guide Pass. The details of the Application Procedures and Terms and Conditions are set out below for your information. To extend our gratitude to the tourism industry partners, Ocean Park Corporation will continue to waive the application fee of HK\$130 per pass in the year of 2018. The 2018 Ocean Park Tour Guide Pass will be valid from its commencement date (which will be determined by Ocean Park Corporation but in any event no earlier than January 1, 2018) till December 31, 2018.

Application Procedures

1. Application will start from November 1, 2017.
2. The Application Form can be obtained from Ocean Park website (<https://www.oceanpark.com.hk/en/tickets-and-offers/group-package/ocean-park-tour-guide-pass>) or the Ticketing Office of Ocean Park located at its Main Entrance.
3. The Application Form must be completed in **BLOCK LETTERS** and submitted to the Ocean Park Ticketing Office together with the following items by mail or by hand to the address below:
Ocean Park Ticketing Office, 180 Wong Chuk Hang Road, Aberdeen, Hong Kong.
Items to be submitted:
 - One 1" x 1.5" photo with the applicant's full name written at the back
 - A copy of the **Tourist Guide Pass issued by Travel Industry Council of Hong Kong ("TIC")**
 - A copy of the **Ocean Park Tour Guide Pass (for renewals only)**
4. Subject to the approval of Ocean Park Corporation, the 2018 Ocean Park Tour Guide Pass will be issued to the applicants by mail to their correspondence address within 15 working days from the date of receipt of application by the Park.

Terms and Conditions

The 2018 Ocean Park Tour Guide Pass will be issued subject to the following terms and conditions:

1. Only holders of valid TIC Tour Guide Pass with a minimum of 3-month's validity are eligible to apply for the 2018 Ocean Park Tour Guide Pass.
2. The 2018 Ocean Park Tour Guide Pass will be issued to the applicant solely for the purpose of admission to Ocean Park when guiding a tour. The use of the Pass for any other purpose is strictly prohibited.
3. The 2018 Ocean Park Tour Guide Pass is non-transferable.
4. The 2018 Ocean Park Tour Guide Pass remains the property of Ocean Park Corporation at all time. In the event of loss, it is the Tour Guide Pass holder's responsibility to report to Ocean Park immediately in writing and fill in the replacement form which can be obtained at Ocean Park Ticketing Office or downloaded from Ocean Park website (<https://www.oceanpark.com.hk/en/tickets-and-offers/group-package/ocean-park-tour-guide-pass>). The fee for a replacement Tour Guide Pass will be HK\$50 and can be settled by cash, credit card or personal cheque. The Replacement Pass will only have the same validity date of the original one.
5. Ocean Park Corporation reserves the right to forthwith terminate any Ocean Park Tour Guide Pass without prior notice and compensation to the Pass holder in any of the following events:
 - 5.1 If the Pass holder is no longer a valid TIC Tourist Guide Pass holder;
 - 5.2 If the Pass holder violates or fails to comply with any of the Bylaws of Ocean Park which are displayed at Ocean Park website/main entrance;
<https://www.oceanpark.com.hk/en/corporate-information/bylaw-and-code-corporate-governance-practices>
 - 5.3 If the Pass holder displays unsafe, illegal or offensive behavior and/or fails to cooperate and follow the instructions given by Ocean Park staff;
 - 5.4 If the Pass holder is suspected to conduct any unauthorized ticket selling activities at the premises of Ocean Park; or
 - 5.5 Any other circumstances that Ocean Park Corporation considers necessary to do so.
6. Ocean Park Corporation reserves the right to change any of the above terms and conditions without prior notice.
7. The holders of 2018 Ocean Park Tour Guide Pass acknowledge that they will not have any employer and employee relationship with Ocean Park as a result of the successful application of the Pass.

Should you have any queries, please do not hesitate to contact Ticketing Office during office hours at 3923 2583 (from Monday to Friday, 9:30am to 5:00pm).



Rosalind Siu
Sales Director, Ocean Park Corporation



2018 年海洋公園導遊證申請表 2018 OCEAN PARK TOUR GUIDE PASS APPLICATION FORM

請用英文大楷填寫表格

This Application Form must be completed in BLOCK LETTERS

Last Name 英文姓氏：_____ First Name 英文名字：_____

Mobile Phone Number 手提電話：_____

Mailing Address 郵寄地址：_____

TIC Tourist Guide Pass Number 香港旅遊業議會導遊證號碼：_____

TIC Tourist Guide Pass Expiry Date 香港旅遊業議會導遊證有效日期：_____

條款

2018 年海洋公園導遊證將根據以下條款簽發：

1. 只供持有不少於 3 個月有效期的香港旅遊業議會導遊證的導遊，方可申請。
2. 2018 年海洋公園導遊證簽發之唯一目的是申請者帶領旅遊團隊進入海洋公園。絕不容許作其它用途。
3. 2018 年海洋公園導遊證不得轉讓及外借他人。
4. 2018 年海洋公園導遊證為海洋公園公司資產。如有遺失，導遊必須盡快以書面通知海洋公園及填寫補發申請表格（表格可在海洋公園官方網站下載(<https://www.oceanpark.com.hk/tc/tickets-and-offers/group-package/ocean-park-tour-guide-pass>)，或在海洋公園正門票務部索取）。導遊證補發費用為港幣 50 元正，可以現金、信用卡或私人支票支付。補發的海洋公園導遊證有效期與遺失的導遊證有效期一致。
5. 如發現海洋公園導遊證持有人有以下情況，海洋公園公司有權立即終止該導遊證，並不需事先通知及對持有人有任何賠償：
 - 1) 如導遊證持有人不再持有有效的香港旅遊業議會導遊證；
 - 2) 如導遊證持有人違反或未能遵守任何海洋公園附例（海洋公園附例可於以下網址查閱：<https://www.oceanpark.com.hk/tc/corporate-information/bylaw-and-code-corporate-governance-practices>）；
 - 3) 如導遊證持有人有任何不安全、非法或無禮行為及/或未能與海洋公園職員合作，遵循海洋公園職員指示；
 - 4) 如導遊證持有人被懷疑在海洋公園範圍從事任何非授權銷售海洋公園門票的行為；或
 - 5) 任何海洋公園公司所認為的必需情況。
6. 海洋公園公司保留權利修改以上任何條款，而無需事先通知任何人。
7. 2018 年海洋公園導遊證持有人明白及確認，成功申請該導遊證後，導遊證持有人並不與海洋公園構成僱主與僱員的關係。

Terms and Conditions

The 2018 Ocean Park Tour Guide Pass will be issued subject to the following terms and conditions:

8. Only holders of valid TIC Tour Guide Pass with a minimum of 3-month's validity are eligible to apply for the 2018 Ocean Park Tour Guide Pass.
9. The 2018 Ocean Park Tour Guide Pass will be issued to the applicant solely for the purpose of admission to Ocean Park when guiding a tour. The use of the Pass for any other purpose is strictly prohibited.
10. The 2018 Ocean Park Tour Guide Pass is non-transferable.
11. The 2018 Ocean Park Tour Guide Pass remains the property of Ocean Park Corporation at all time. In the event of loss, it is the Tour Guide Pass holder's responsibility to report to Ocean Park immediately in writing and fill in the replacement form which can be obtained at Ocean Park Ticketing Office or downloaded from Ocean Park website (<https://www.oceanpark.com.hk/en/tickets-and-offers/group-package/ocean-park-tour-guide-pass>). The fee for a replacement Tour Guide Pass will be HK\$50 and can be settled by cash, credit card or personal cheque. The Replacement Pass will only have the same validity date of the original one.
12. Ocean Park Corporation reserves the right to forthwith terminate any Ocean Park Tour Guide Pass without prior notice and compensation to the Pass holder in any of the following events:
 - 12.1 If the Pass holder is no longer a valid TIC Tourist Guide Pass holder;
 - 12.2 If the Pass holder violates or fails to comply with any of the Bylaws of Ocean Park which are displayed at Ocean Park website/main entrance;
<https://www.oceanpark.com.hk/en/corporate-information/bylaw-and-code-corporate-governance-practices>
 - 12.3 If the Pass holder displays unsafe, illegal or offensive behavior and/or fails to cooperate and follow the instructions given by Ocean Park staff;
 - 12.4 If the Pass holder is suspected to conduct any unauthorized ticket selling activities at the premises of Ocean Park; or
 - 12.5 Any other circumstances that Ocean Park Corporation considers necessary to do so.
13. Ocean Park Corporation reserves the right to change any of the above terms and conditions without prior notice.
14. The holders of 2018 Ocean Park Tour Guide Pass acknowledge that they will not have any employer and employee relationship with Ocean Park as a result of the successful application of the Pass.

本人確認已詳閱及會遵守 2018 年海洋公園導遊證之條款

海洋公園公司收集上述資料作申請 2018 年海洋公園導遊證之用。申請者遞交之香港旅遊業議會導遊證及海洋公園導遊證副本將於海洋公園導遊證簽發後銷毀，而本表格內所填寫之個人資料也將於有關的 2018 年海洋公園導遊證有效期屆滿之三個月內予以銷毀。資料如有更改，請書面通知海洋公園票務部。有關詳情請參閱海洋公園收集個人資料聲明，可於以下網站查閱。

<https://www.oceanpark.com.hk/tc/corporate-policy/privacy-policy-statement>

I confirm that I have read through and will adhere to the Terms and Conditions of 2018 Ocean Park Tour Guide Pass

Collection of the above information by Ocean Park Corporation is solely for the purpose of the application of 2018 Ocean Park Guide Pass. Copies of TIC Tourist Guide Pass and Ocean Park Tour Guide Pass will be destroyed after use, issuance of the 2018 Ocean Park Guide Pass, while the personal information provided on this form will also be destroyed within 3 months from the date of expiry of the 2018 Ocean Park Guide Pass. If there are any changes made to the information submitted, please inform the Ocean Park Ticket Office in writing. Please refer to Ocean Park's Personal Information Collection Statement for the details which displayed at Ocean Park website。

<https://www.oceanpark.com.hk/en/corporate-policy/privacy-policy-statement>

申請人簽署

日期

Signature _____

Date _____

For Office Use Only 本園專用

Ocean Park Tour Guide Pass No. 海洋公園導遊證號碼 _____ Date 日期 _____

Handled by 經辦人 _____ Date of sent out 郵寄日期 _____