

寶血靜院 Precious Blood Retreat House

新界粉嶺龍躍頭一號橋 No.1 Bridge, Lung Yeuk Tau, Fanling, N.T.

Tel : (852) 2669 6022

E-mail : spbrhhk@gmail.com

Fax : (852) 2669 6020

本院填寫 SPBRH use only :

編號 No :

申請表格 Application Form

姓名 Name: [_____] 小姐/女士/先生/
Miss / Ms / Mr /]

通訊地址 Correspondence Address: [_____]

電話 Tel: [_____] 手機 Mobile: [_____]

傳真 Fax: [_____] 郵址 E mail: [_____]

團體名稱 Name of Organization: [_____]

負責人姓名 Group Leader: [_____]

職位 Position: [_____]

指導神師 Spiritual Director: [_____]

人數 Participants:

男 Male:[_____] 女 Female:[_____] 合共 Total:[_____]

使用服務日期 Days required: 由 From [_____] 至 to [_____]

費用 fee:

成人 Adults : [\$ _____ X = _____] 學生 Students: [\$ _____ X = _____]

合共 Total: [\$ _____]

到院時間 Time of arrival:[_____] 離院時間 Departure:[_____]

申請人簽署 Signature of Applicant: : 申請日期 Date of application:

[_____] [_____]

備註：填妥後，請將表格電郵或傳真回本靜院，以待批核。

The fully completed application form should be emailed or faxed to Precious Blood Retreat House for approval.

本院批核日期 Date of Approval: [_____]

接獲批核後須於兩星期內繳交費用之半數為訂金，訂金繳交後將不獲退還。入營前兩星期繳付餘款。未辦妥手續者，將被取消申請，本院不另行通知。支票抬頭「寶血靜院」或「PRECIOUS BLOOD RETREAT HOUSE」。Half of the total fee should be paid as deposit within two weeks of the approval date. The deposit paid is not refundable. The rest of the fee should be paid two weeks before the commencement date of the use of the retreat house. The application will be cancelled without prior notice if the application procedure is not properly completed. Cheques should be made payable to PRECIOUS BLOOD RETREAT HOUSE.

寶血靜院
新界粉嶺龍躍頭一號橋

電話：(852) 2669 6022 郵址：spbrhkhk@gmail.com

一. 宗旨：

寶血靜院希望能提供一個靈靜的環境及靈修陪伴輔導，讓人的身心靈在繁忙生活中安靜下來，與天主相遇，被聖神觸動，深化信仰的靜修地方。

二. 設備：

本院分為兩座，設有房間二十三間(包括神師房套房一間、單人房連浴室廁所十三間、單人房六間、雙人房三間)、祈禱室兩間、聚會廳一間、會談室兩間，可容納二十六人。本院另設有可容納六十人的會議室，提供團體開會及研習會之用。

三. 申請辦法：

申請人或團體代表於三個月前，先致電本靜院預約日期，然後必須在兩週內，於網頁下載申請表格 <http://www.spb.org.hk/work06.html>，填妥後寄回，以待批核。

四. 退省費用：

類別	時間	提供服務	費用(每人每日)
宿營	下午三時半至翌日	早、午、晚餐	450 元
	下午三時半		天主教教友 380 元 中、小學生 250 元
日營	上午九時至下午四時	只供午餐	200 元 天主教教友 180 元 中、小學生 120 元
		需用房間及午餐	250 元

備註：

1. 團體人數 30 人之內使用靈恩聚會室，30 人以上使用靈風會議室。小聖堂、祈禱室、會談室(A)。
2. 靈恩聚會室及靈風會議室冷氣費用，需另行繳付。

繳費：

- 申請接獲批覆後，須於兩星期內繳交費用總額之半數作為訂金，餘款應於入營前兩星期繳交，並確定人數，如到期人數不足，或自動取消日期，已繳費概不予退還。
 - 請以支票繳交費用，支票抬頭：「寶血靜院」/「Precious Blood Retreat House」
- 以上收費 2019 年 1 月 1 日生效

Precious Blood Retreat House

Aims

The Precious Blood Retreat House provides a quiet environment that facilitates people to find rest and the silence to encounter God in contemplation. We offer spiritual accompaniment to help people grow into deeper and more intimate relationship with God.

Facilities

The retreat house has 23 bedrooms (including 1 suite for the spiritual director, 13 single suites, 6 single rooms and 3 double rooms) which can accommodate up to 26 guests, 2 conversation rooms, 1 prayer room, 1 small chapel, 1 gathering room and 1 conference room which can accommodate 60 guests for meetings or seminars.

Application Procedure

Booking is to be made by phone (Tel: 2669-6022 /2677-4044) 3 months before the retreat. And then, download the application form from our website: <http://www.spb.org.hk/work06.html>, complete and return it to the office within two weeks for approval.

Fees for retreat:

Type	Time	Services	Fees (per person; per day)
Overnight Retreat	3:30pm to 3:30pm	Breakfast, lunch, dinner	\$450; \$380 for Catholics; \$250 for Primary and Secondary students
Day Retreat	9:00am to 4:00pm	Lunch only	\$200; \$180 for Catholics; \$120 for Primary and Secondary students
		Room and lunch	\$250

Remarks:

1. Applicant group with less than 30 people: free use of Spiritual Grace Gathering Room; with more than 30 people: free use of Spiritual Breeze Conference Room.
2. Extra charge for air-conditioning in Spiritual Grace Gathering room and Spiritual Breeze Conference room

Payment

- A deposit of 50% is to be paid within two weeks of the approval of the application. The remainder of the fees should be paid and the number of participants should be confirmed two weeks before the arrival date. Paid fees are **not refundable** if applicant cancels the booking.
- Please make your cheque payable to "Precious Blood Retreat House"
- **The charges mentioned above will be effective from 1 January 2019.**

團體借用寶血靜院場地及場地冷氣費用

退省團體於在本院退省期間，除本院指定提供的場地外，另需要借用以下場地，其費用如下：

場地申請表格請於團體申請退省時填妥一併遞交；並請附以退省活動程序表。

場地及冷氣收費：

場地	容納人數	時間	場地費 (每節)	冷氣費 (每節)	備註
靈風會議室	60 人	9:00a.m. - 12:30p.m.	500 元	500 元	包括有線咪、室內播音系統、投影系統、投影幕、無線咪
		2:00p.m - 4:00p.m.	350 元	350 元	
靈恩聚會室	30 人	9:00a.m. - 12:30p.m.	300 元	300 元	包括室內播音系統、投影系統、投影幕、無線咪
		2:00p.m. - 6:00p.m.	300 元	300 元	
		*7:00p.m.- 9:00p.m.	150 元	150 元	
靈恩會談室(B)	8 - 10 人	9:00a.m. -12:30p.m.	100 元	150 元	
		2:00p.m. - 6:00p.m.	100 元	150 元	
		*7:00p.m.- 9:00p.m.	80 元	120 元	
修院大聖堂	60 人	以一小時半為一節 開放借用時間由 9:30a.m.至 4:00p.m.	300 元		包括祭衣、禮儀用品、彌撒經書、頌恩、心頌歌書、有線咪、冷氣

* 只提供宿營使用

收費以每節時段計算

以上收費 2017 年 1 月 1 日生效

Room & Air-con Charges

Apart from the use of venue as specified in the application form, applicant groups can book the following venues:

Application form for use of venues should be completed and returned together with the retreat application. Please kindly attach the retreat rundown.

Room & Air-con Charges:

Rooms	Capacity	Rental sessions	Rental Fees (per session)	Air-con Fees (per session)	Remarks
Spiritual Breeze Conference Room	60	9:00am-12:30pm	\$500	\$500	Audio system, microphone, projector and screen will be provided
		2:00pm-4:00pm	\$350	\$350	
Spiritual Grace Gathering Room	30	9:00am-12:30pm	\$300	\$300	Audio system, microphone, projector and screen will be provided
		2:00pm-6:00pm	\$300	\$300	
		*7:00pm-9:00pm	\$150	\$150	
Spiritual Grace Conversation Room (B)	8-10	9:00am-12:30pm	\$100	\$150	
		2:00pm-6:00pm	\$100	\$150	
		*7:00pm-9:00pm	\$80	\$120	
Main Chapel of Precious Blood Convent	60	1½ hours per session from 9:30am - 4:00pm	\$300		Sacerdotal vestments, requisites for the celebration of Mass would be provided

* For overnight retreatants only

Full fees are charged for incomplete sessions.

The charges mentioned above will be effective from 1 January 2017.

團體借用場地及冷氣申請表格

編號 No : _____ (本院填寫)

姓名 : _____ 電話 : _____ 郵址 : _____

團體名稱 : _____ 職位 : _____

通訊地址 : _____

場地	借用時段及日期(在方格內填 "√")	場地費(在方格內填 "√")	冷氣費(在方格內填 "√")
靈風靜舍 會議室	<input type="checkbox"/> 9:00am-12:30pm 日期 : _____	<input type="checkbox"/> 500 元 × ____節	<input type="checkbox"/> 500 元 × ____節
	<input type="checkbox"/> 2:00pm-4:00pm 日期 : _____	<input type="checkbox"/> 350 元 × ____節	<input type="checkbox"/> 350 元 × ____節
	合計 : _____元	合計 : _____元	
靈恩靜舍 聚會室	<input type="checkbox"/> 9:00am-12:30pm 日期 : _____	<input type="checkbox"/> 300 元 × ____節	<input type="checkbox"/> 300 元 × ____節
	<input type="checkbox"/> 2:00pm-4:00pm 日期 : _____	<input type="checkbox"/> 150 元 × ____節	<input type="checkbox"/> 150 元 × ____節
	<input type="checkbox"/> *7:00pm-9:00pm 日期 : _____	<input type="checkbox"/> 150 元 × ____節	<input type="checkbox"/> 150 元 × ____節
合計 : _____元	合計 : _____元		
靈恩靜舍 會談室(B)	<input type="checkbox"/> 9:00am-12:30pm 日期 : _____	<input type="checkbox"/> 100 元 × ____節	<input type="checkbox"/> 150 元 × ____節
	<input type="checkbox"/> 2:00pm-4:00pm 日期 : _____	<input type="checkbox"/> 80 元 × ____節	<input type="checkbox"/> 120 元 × ____節
	<input type="checkbox"/> *7:00pm-9:00pm 日期 : _____	<input type="checkbox"/> 80 元 × ____節	<input type="checkbox"/> 120 元 × ____節
合計 : _____元	合計 : _____元		

修院總部 大聖堂		<input type="checkbox"/> 300 元 × ____ 節 合計：_____元
		總計：_____元 + _____元 = _____元

* 只提供宿營使用
收費以每節時段計算

附註： _____

- 申請接獲批覆後，須於兩星期內繳交費用總額之半數作為訂金，已繳費概不予退還，餘款應於入營前兩星期繳交。
- 若限期內未能繳付費用，則取消所申請之服務，院方不另行通知。
- 請以支票繳交費用，支票抬頭：「寶血靜院」/「Precious Blood Retreat House」，郵寄靜院收。
地址：寶血靜院 新界粉嶺 龍躍頭 一號橋

申請日期： _____

申請人簽署： _____

批核日期： _____

靜院負責人簽署： _____

Application Form for Use of Venue

Name: _____ Telephone number: _____

Serial No.: _____ (For Office Use)

Email: _____

Applicant Group: _____ Position: _____

Correspondence Address: _____

Venue	Date & Rental Sessions (Tick the correct box)	Rental Fees (Tick the correct box)	Air-con Fees (Tick the correct box)
Spiritual Breeze Conference Room	<input type="checkbox"/> 9:00am-12:30pm Date: _____	<input type="checkbox"/> \$500 x ____ sessions	<input type="checkbox"/> \$500 x ____ sessions
	<input type="checkbox"/> 2:00pm-4:00pm Date: _____	<input type="checkbox"/> \$350 x ____ sessions	<input type="checkbox"/> \$350 x ____ sessions
	Total: \$ _____		Total: \$ _____
Spiritual Grace Gathering Room	<input type="checkbox"/> 9:00am-12:30pm Date: _____	<input type="checkbox"/> \$300 x ____ sessions	<input type="checkbox"/> \$300 x ____ sessions
	<input type="checkbox"/> 2:00pm-6:00pm Date: _____	<input type="checkbox"/> \$150 x ____ sessions	<input type="checkbox"/> \$150 x ____ sessions
	<input type="checkbox"/> *7:00pm-9:00pm Date: _____	<input type="checkbox"/> \$150 x ____ sessions	<input type="checkbox"/> \$150 x ____ sessions
Total: \$ _____		Total: \$ _____	

Spiritual Grace Conversation Room (B)	<input type="checkbox"/> 9:00am-12:30pm Date: _____ <input type="checkbox"/> 2:00pm-6:00pm Date: _____ <input type="checkbox"/> *7:00pm-9:00pm Date: _____	<input type="checkbox"/> \$100 x _____ sessions <input type="checkbox"/> \$80 x _____ sessions Total: \$ _____	<input type="checkbox"/> \$150 x _____ sessions <input type="checkbox"/> \$120 x _____ sessions Total: \$ _____
Main Chapel of Precious Blood Convent		<input type="checkbox"/> \$300 x _____ sessions Total: \$ _____	
Total Fees: _____ + _____ = _____			

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 Full fees are charged for incomplete sessions.

Remarks: _____

- A deposit of 50% is to be paid within two weeks of the approval of the application and it is not refundable. The remainder of the fees should be paid two weeks before the arrival date.
- If payment is not made on due date, the application will be cancelled without prior notice.
- Please make your cheque payable to "Precious Blood Retreat House" and send it to Precious Blood Retreat House, No.1 Bridge, Lung Yeuk Tau, Fanling, N.T..

Date of application: _____

Signature of applicant: _____

Date of approval: _____

Signature of officer-in-charge of retreat house: _____