



ASHRAE Hong Kong Chapter

P.O. Box 35612, King's Road Post Office, North Point, Hong Kong

Email: info@ashrae.org.hk Web: <http://ashrae.org.hk>

美國供暖製冷及空調工程師學會 香港分會

地址：香港英皇道郵政局 郵政信箱 35612 號

電郵： info@ashrae.org.hk 網站： <http://ashrae.org.hk>

ASHRAE RP Walk 2013 – Exploring Mai Po

- Date: 16 November 2013 (Saturday)
- Assembly Time / Place: 08:30am – Kowloon Tong MTR Station (Exit G2)
09:15am – Yuen Long MTR Station
09:45am – Visitor Centre of Mai Po Nature Reserve
- Duration: 3 hours
- About: 3-hour walk inside Mai Po Nature Reserve to the most interesting spots in Mai Po. During the 3-hour tour, you will be guided by a nature interpreter to walk through a designated route with covers the gei wai, fishponds, bird hides as well as visiting the Education Centre in the core area of the nature Reserve.
- Application Deadline: 4 November 2013
- Additional information: The nature interpreter will deliver explanation in Cantonese.
Your donation includes admission free and transportation between Mai Po Nature Reserve and Kowloon Tong.
For watching the birds clearly, you are recommended to bring your binoculars or can borrow a pair from the Visitor Centre at \$20/pair/visit.
Limited Free Parking is available at the Mai Po Visitor Centre.



Background:

The mission of American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) is to advance the arts and sciences of heating, ventilating, air conditioning and refrigerating (HVAC&R) to serve humanity and promote a sustainable world. ASHRAE has supported research to improve quality of life. ASHRAE Research impacts the industry by advancing the way HVAC&R systems work and the way in which they are applied, and allowing development of technical information to create standards and guidelines which serve as the basis for testing and design practices around the world. Over US\$2 million raised annually to help fund US\$10 million in research projects and student grant-in-aids. Contributions come from more than 6,700 members, non-members, and companies. 100% of all funds raised go directly to research projects that support the HVAC&R industry. Please visit www.ashrae.org/rp for more details on ASHRAE Research Promotion.

For fundraising to support ASHRAE research, ASHRAE Hong Kong Chapter will organize an ASHRAE Walk in Mai Po Nature Reserve on 16 November 2013 (Saturday). All donations from sponsors after deducting all necessary expenses in this event will be 100% contributed to ASHRAE Research.

Application:

Open to all interested persons, but priority will be given to ASHRAE members and their family.



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There are 2 types of application forms for Individual Participant and Group Enrolment respectively:-

(a) For Individual Participant:

Please complete the Application Form of ASHRAE Walk 2013 (for Individual Participant).

(b) For Group Enrolment:

Welcome any organization or company to participate in this event or sponsor as supporter. Please complete the Application Form of ASHRAE Walk 2013 (for Group Enrolment).

Please complete and return the appropriate application form by e-mail/post and send the cross cheque via post *before 4 November 2013*. Number of participants is limited. Enrolment will be allocated on a first-come-first-served basis. Successful applicants will be informed individually by e-mail / phone.

Donation Target:

(a) For Individual Participant:

Each participant is expected to raise *HK\$700* or above by appealing sponsorship from friends and relatives.

(b) For Group Enrolment:

A minimum of *5 members* are required for each participating team. Each member of group enrolment is expected to raise *HK\$3,000* or above by appealing sponsorship from friends and relatives. Participating teams have to guarantee a minimum number of participants. Participating teams should confirm their exact number of participants with ASHRAE Hong Kong Chapter *before 4 November 2013 (Monday)*.

If individual participant / participating team raises *HK\$80,000* or more, they will be invited to line up at the VIP Team Representative Line Up Area to attend the Starting Ceremony.

Payment Method:

(a) Cheque should be made payable to "ASHRAE Hong Kong Chapter"

(b) Cheque(s) together with the application form and the form of details of sponsors should be sent to ASHRAE Hong Kong Chapter (Address: P.O. Box 35612, King's Road Post Office, North Point, Hong Kong) before the submission deadline on *4 November 2013 (Monday)*.

Instructions to Participants:

1. Participant must arrive at *Kowloon Tong MTR Station Exit G2 or Yuen Long MTR Station or the Reception of Mai Po Nature Reserve* according to the assembly time. Any person fails to do so shall be refused to participate in the Walk.
2. As the purpose of the Walk is for fundraising only, Participant must accept that the ASHRAE Hong Kong Chapter and all supporters shall not be liable for any accident, injury or property loss to participant.
3. As the Walk Route runs along narrow pavements and footpaths, participant should take extra safety precaution, especially for any accompanied children. Do not lean on, climb over or pass through any barrier or divider placed along the Walk Route.
4. There is no drop-out point along the Walk Route. Participant must bring sufficient drinking water and snacks for the journey. Stop if participant is exhausted or feeling sick, and should contact the duty personnel immediately for assistance.
5. To avoid over-exposure under the sun and to prepare for bad weather, participant should bring sun hat and rain gear.
6. Participant must not bring any roller skates / blades / skateboard / trolley or other large object which may cause obstruction to the smooth flow of the Walk. Participant must not bring any animals or pets.
7. Participant should follow the instructions of the duty personnel and must not do or omit to do any

act, physical or otherwise, that may cause disruption of the smooth flow of the Walk and / or disturbance to any participants.

8. Please keep the route clean and do not litter.
9. Owing to safety concerns, participant aged 16 or below should be accompanied by adult.
10. The event is for fundraising to Research of ASHRAE Headquarter (USA). The donors or sponsors cannot claim any deduction on Hong Kong local salaries tax or profits tax. However, subject to ASHRAE Headquarter, ASHRAE Hong Kong Chapter will issue the following item(s) to the participant in 2013 if the participant raise a certain amount of donation:-

For Individual Participant:

- | | |
|--------------------------------------|--|
| (a) Donation of HK\$400~HK\$799 | - Donor Recognition Certificate |
| (b) Donation of HK\$800~HK\$3,999 | - Donor Recognition Certificate + Antique ASHRAE Commemorative Coin & holder |
| (c) Donation of HK\$4,000~HK\$7,999 | - Donor Recognition Certificate + Bronze ASHRAE Commemorative Coin & Plaque |
| (d) Donation of HK\$8,000~HK\$19,999 | - Donor Recognition Certificate + Silver ASHRAE Commemorative Coin & Plaque |
| (e) Donation of HK\$20,000 or above | - Donor Recognition Certificate + Gold ASHRAE Commemorative Coin & Plaque |

For Group Enrolment:

- | | |
|--------------------------------------|--|
| (a) Donation of HK\$400~HK\$1,199 | - Donor Recognition Certificate |
| (b) Donation of HK\$1,200~HK\$3,999 | - Donor Recognition Certificate + Antique ASHRAE Commemorative Coin & holder |
| (c) Donation of HK\$4,000~HK\$7,999 | - Donor Recognition Certificate + Bronze ASHRAE Commemorative Coin & Plaque |
| (d) Donation of HK\$8,000~HK\$19,999 | - Donor Recognition Certificate + Silver ASHRAE Commemorative Coin & Plaque |
| (e) Donation of HK\$20,000 or above | - Donor Recognition Certificate + Gold ASHRAE Commemorative Coin & Plaque |

Transportation (For reference only)



FROM SHEUNG SHUI:

1. Mini Bus - In San Fat Street, next to Sheung Shui Landmark, take mini bus no. 17 (red top) to Mai Po Village, about 20 minutes (Map B). Alight at Tam Kon Chau Road near Mai Po Village (Map B) and then 20 minutes walk through Tam Kon Chau Road to the Mai Po Visitor Centre. (Map A).
2. Bus - Take KMB Bus no. 76K departs from Choi Yuen Road opposite Sheung Shui MTR station. Alight at station "Mai Po" near Mai Po Village (Map B) and then 20 minutes walk to the Mai Po Visitor Centre (Map A).
3. Taxi - Take a green taxi from Sheung Shui MTR station to the Mai Po Visitor Centre (about 20 minutes & around HK\$ 70 / trip).

FROM YUEN LONG:

1. Mini Bus - In Shui Che Kwun Street, Yuen Long, take mini bus no. 17 (red top) to Mai Po Village, about 10 minutes (Map B); Alight at Tam Kon Chau Road near Mai Po Village (Map B) and then 20 minutes walk through Tam Kon Chau Road to the Mai Po Visitor Centre (Map A).
2. Bus - Take KMB Bus no. 76K departs from station "Sun Yuen Long Centre" near Long Yat Road (Yuen Long MTR Station); Alight at station "Mai Po" near Mai Po Village (Map B) and then 20 minutes walk to the Mai Po Visitor Centre (Map A).
3. Taxi - Take a green taxi from Yuen Long MTR station to the Mai Po Visitor Centre (about 15 minutes & around HK\$ 60 / trip).



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Application Form for ASHRAE Walk 2013 (for Individual Participant)

Name of Participant (Mr./Mrs./Ms.)*: (Surname) _____ (First name) _____

ASHRAE Membership* : Class: _____ No.: _____

Company/School* : _____

Mail Address (Home/Company)*: _____

Email Address*: _____

Contact Numbers: (Tel/Mobile)*: _____ (Fax): _____

Transportation (included in registration fee)

Pickup at Kowloon Tong MTR Station (Exit G2) (08:30am)

Pickup at Yuen Long MTR Station (09:15am)

Self arranged (Please arrive Visitor Centre of Mai Po Nature Reserve at 09:45am)

* Information must be filled.

Remark: All donations from sponsors after deducting all necessary expenses will be 100% contributed to **ASHRAE Research**.

Enquires: For inquiries, please contact us at email: tenny.tam@jec.com

Registration: The application form together with details of sponsor and cross cheque with total donation amount in Hong Kong dollars payable to "ASHRAE Hong Kong Chapter" shall be sent to **P.O. Box 35612, King's Road Post Office, North Point, Hong Kong**, before 4 November 2013. Participant may email this application form to tenny.tam@jec.com for reservation and then followed by cheque payment via mail.

Details of Sponsors

I agree to sponsor the above person to participate in this Walk with donation as follows:-

Name of Sponsor (IN BLOCK LETTERS PLEASE)		Donation Amount (HK\$)
	Surname First Name	
1.	Mr / Mrs / Ms	
2.	Mr / Mrs / Ms	
3.	Mr / Mrs / Ms	
4.	Mr / Mrs / Ms	
5.	Mr / Mrs / Ms	
6.	Mr / Mrs / Ms	
7.	Mr / Mrs / Ms	
8.	Mr / Mrs / Ms	
9.	Mr / Mrs / Ms	
10.	Mr / Mrs / Ms	
11.	Mr / Mrs / Ms	
12.	Mr / Mrs / Ms	
13.	Mr / Mrs / Ms	
14.	Mr / Mrs / Ms	
15.	Mr / Mrs / Ms	
16.	Mr / Mrs / Ms	
17.	Mr / Mrs / Ms	
18.	Mr / Mrs / Ms	
19.	Mr / Mrs / Ms	
20.	Mr / Mrs / Ms	
TOTAL:		

Note:

- The event is for fundraising to Research of ASHRAE Headquarter (USA). The donors or sponsors cannot claim any deduction on Hong Kong local salaries tax or profits tax.
- If more than 20 sponsors, the participant can make photocopies of this form to fill in.



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Application Form for ASHRAE Walk 2013 (for Group Enrolment)

YES, our organization / company will participate in the ASHRAE Walk on Saturday, 16 November 2013.

Our organization / company will not participate in the ASHRAE Walk, but we would like to make a donation of HK\$ _____ supporter to provide financial aid on this event, other following activities organized by ASHRAE Hong Kong Chapter and/or contribute to ASHRAE Research.

Please write in BLOCK LETTERS:-

Name of Organization / Company: _____

Address : _____

Contact Person: Mr / Mrs / Ms (Surname) _____ (First Name) _____

Position: _____ Email Address: _____

Contact Numbers: (Tel/Mobile): _____ (Fax): _____

Organization / Company Head's Name: (Surname) _____ (First Name) _____

Position: _____ Email Address: _____

Company chop with Signature: _____

If your organization / company will participate in this event, please fill in the following:-

1. Guaranteed Minimum No. of Participants: _____ Estimated No. of Participants: _____

[Participating teams should confirm their exact number of participants with ASHRAE Hong Kong Chapter before Monday, 4 November 2013.]

2. Estimated Donation: _____

[Your organization / company will be invited as a VIP team to attend the starting ceremony by donating HK\$ 80,000 or more.]

Transportation (included in registration fee)

Pickup at Kowloon Tong MTR Station (Exit G2) (08:30am)

Pickup at Yuen Long MTR Station (09:15am)

Self arranged (Please arrive Visitor Centre of Mai Po Nature Reserve at 09:45am)

Remark: All donations from sponsors after deducting all necessary expenses will be 100% contributed to **ASHRAE Research**.

Enquires: For inquiries, please contact us at email: tenny.tam@jec.com

Registration: The application form together with all sheets of details of sponsor from all members of Group Enrolment and cross cheque with total donation amount in Hong Kong dollars payable to "ASHRAE Hong Kong Chapter" shall be sent to **P.O. Box 35612, King's Road Post Office, North Point, Hong Kong**, before 4 November 2013. Participant may email this application form to tenny.tam@jec.com for reservation and then followed by cheque payment via mail.



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Details of Sponsors (for Group Enrolment)

I agree to sponsor the above person to participate in this Walk with donation as follows:-

Name of Sponsor (IN BLOCK LETTERS PLEASE)			Donation Amount (HK\$)
	Surname	First Name	
1.	Mr / Mrs / Ms		
2.	Mr / Mrs / Ms		
3.	Mr / Mrs / Ms		
4.	Mr / Mrs / Ms		
5.	Mr / Mrs / Ms		
6.	Mr / Mrs / Ms		
7.	Mr / Mrs / Ms		
8.	Mr / Mrs / Ms		
9.	Mr / Mrs / Ms		
10.	Mr / Mrs / Ms		
11.	Mr / Mrs / Ms		
12.	Mr / Mrs / Ms		
13.	Mr / Mrs / Ms		
14.	Mr / Mrs / Ms		
15.	Mr / Mrs / Ms		
16.	Mr / Mrs / Ms		
17.	Mr / Mrs / Ms		
18.	Mr / Mrs / Ms		
19.	Mr / Mrs / Ms		
20.	Mr / Mrs / Ms		
TOTAL:			

Note:

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