

## 國立臺灣科技大學運動場地借用申請表

年 月 日

場地名稱				使用時間	
借用事由				活動人數	人
負責人(領隊)		申請單位		借用單位配合事項	
申請人(含電話)		單位主管(含系所章)		租借費用	
借 用 須 知	<p>一、申請借用場地時，請按本校場地借用管理辦法，提出申請。</p> <p>二、申請借用場地前，場地借用申請表須先經系所蓋章同意。</p> <p>三、申請場地使用時，請檢附參加人員名單及活動企劃書。</p> <p>四、申請借用及使用場地時，請出示學生證(有效學籍之學生證)。</p> <p>五、如有特殊原因需收回使用時，本室有權得隨時通知申請人停止或改期借用並不得有議。</p> <p>六、使用與登記內容不符或有違本校場地借用管理辦法時，體育室得立即禁止使用者行為。</p> <p>七、未經體育室核准，不得於借用場地進行商業(收費)教學訓練之行為。</p> <p>八、體育館暨游泳池嚴禁抽煙與進食，違者隨時停止其使用權。</p> <p>九、請注意維護場內各種設備，倘有毀損情事，應負賠償責任。</p> <p>十、借用場地時，除應維持清潔外，活動後應負責將垃圾帶離現場。</p> <p>十一、校內單位借用，如在歸還時間內，未按時恢復原狀，停止日後借用之權利申請人不得異議。</p> <p>十二、學期間如遇天候不佳，借用場地之單位應無異議讓出，以供體育課程教學優先使用。</p> <p>十三、基於活動安全之考量，借用當日如因天雨或場地濕滑，將暫停開放場地，並不得要求開燈。</p>			租(借)用需求	
				登錄人員	
				管理人員	
				體育室主任	

<b>NTUST Sport Facilities Booking Application Form</b>				<b>Date</b>	
Facility				Rental Period	
Purpose					
Officer-in-Charge of Applicant		Applicant/ Organization		No. of Participant	
Contact Person (Tel)		Head of Organization (Organization Chop)		Rental Fee	
Condition and Regulations of Facilities Booking	<ol style="list-style-type: none"> <li>1. Please refer to the “National Taiwan University of Science and Technology Court Usage Guidelines”.</li> <li>2. Please submit the application form with organization chop.</li> <li>3. Please submit the list of participants and the event proposal.</li> <li>4. Users should bring student ID card for rental and access to facilities.</li> <li>5. Office of Physical Education (OPE) has the right to reject or reschedule any applications when there are special reasons or purposes.</li> <li>6. The OPE has the right to terminate the rental application if the user is in breach of any rules and regulations.</li> <li>7. Without prior approval of the OPE, training programs are strictly refrained to be held in all rented facilities.</li> <li>8. Any commercial and unrelated activities to the purposes of the application are forbidden.</li> <li>9. Do not eat, drink or smoke in the gymnasium and swimming pool.</li> <li>10. Users are responsible for all reinstatement cost of any damage of the premises and facilities caused during the rental period.</li> <li>11. Users are responsible for keeping the facilities in proper condition and clean and tidy.</li> <li>12. Users who fail to reinstate the facility after use may be debarred from application.</li> <li>13. The OPE has the right to cancel any reservation in rainy days for scheduled physical education classes.</li> </ol>			Special Requirements by Applicant	
				Administrator	
				Supervisor	
				Director of Physical Education	