

賀歲美食訂購表格

Chinese New Year Delicacies Order Form

產品名稱 Product Items	份量 / 重量 Portion / Weight	價目 Price	數量 (盆 / 盒) Quantity (Pot / Box)	總額 (港幣) Amount (HK\$)
紫荊一品鮑魚盆菜 Superior Bauhinia Casserole	12 位用 for 12 persons	HK\$ 3,688		
	6 位用 for 6 persons	HK\$ 2,388		
巴馬腿茸蝦乾蘿蔔糕 Turnip Cake with Parma Ham and Dried Shrimp	1 千克 / kg	HK\$ 208		
松茸巴馬腿芋頭糕 Taro Cake with Matsutake Mushroom and Parma Ham	1 千克 / kg	HK\$ 208		
鴻運椰香年糕 Chinese Pudding with Coconut Juice	1 千克 / kg	HK\$ 138		
薑味爽馬蹄糕 Crunchy Water Chestnut Cake with Ginger Flavor	1 千克 / kg	HK\$ 138		
紅棗桂花年糕 Sweet Red Dates and Osmanthus Pudding	1 千克 / kg	HK\$ 138		
購買十盒或以上糕點禮盒可獲九折優惠 10% discount for purchase of 10 boxes of Chinese puddings or more 糕點取貨日期 Chinese puddings collection period: 21 / 1 / 2019 – 4 / 2 / 2019			合共 Total	

(以單次購買數量計算 For one-time purchase only)

聯絡人姓名 Contact Person _____ 電話 Tel _____ 傳真 Fax _____ 訂購日期 Date of order _____

請選擇付款方法 Please select payment method 現金 Cash 信用卡 Credit Card 取貨日期 Pick Up Date _____

信用卡資料 Credit Card Information					
請選擇信用卡類別 Please select type of credit card <input type="checkbox"/> 美國運通 AMEX <input type="checkbox"/> VISA <input type="checkbox"/> 萬事達 MASTER CARD <input type="checkbox"/> 大來 DINERS					
信用卡號碼 Credit Card Number	□ □ □ □	□ □ □ □	□ □ □ □	□ □ □ □	有效期至 Expiry Date
持卡人姓名 (正楷) Cardholder's Name (BLOCK letters) _____					
持卡人通訊地址 Cardholder's Correspondence Address _____					
持卡人聯絡電話 Cardholder's Contact Tel No		日間 Day Time		晚間 Night Time	
持卡人簽署 Cardholder's Signature				日期 Date	

請填妥本表格傳真至 2582 7765，訂購資料一經確定，支付款項即時於持卡人戶口中扣除，一律恕不退回。
Please fill in the form and fax to 2582 7765. Once the order is confirmed, payment will be debited from the credit card account. The payment is non-refundable.

此表格須有香港會議展覽中心(管理)有限公司(簡稱「會展管理公司」)蓋章方為有效，提取食品時須出示有會展管理公司蓋章之訂購表格，以便查核。
This form will be valid only with the company chop of the Hong Kong Convention and Exhibition Centre (Management) Limited ("HML"). Please present the valid form upon collection for our reference.

如以傳真訂購，請勿再寄回此表格，以免重覆。Please do not mail this form after fax to 2582 7765 to avoid duplication of the order.

如有查詢，請致電金紫荊粵菜廳 2582 7728 或新滬坊 2582 7332。
Please call Golden Bauhinia Cantonese Restaurant at 2582 7728 or New Shanghai at 2582 7332 for enquiries.

請詳閱下頁有關會展管理公司的收集個人資料聲明及私隱政策聲明(只提供英文版本)。
Please refer to next page to view the details of HML's Personal Information Collection Statement and Privacy Policy Statement.

歡迎親臨蒼景、金紫荊粵菜廳、新滬坊或港灣茶餐廳訂購。
Please visit Congress Plus, Golden Bauhinia Cantonese Restaurant, New Shanghai and Harbour Kitchen for ordering.

OFFICE USE ONLY 請勿填寫					
授權編號 Authorization Code	日期 Date	收據編號 Receipt Number	餐廳 Outlet	財務部 Finance Department	公司蓋章 Company chop

Personal Information Collection Statement (PIC)

Information collected, including name, phone number and credit card information, will only be used for the purpose of processing this order with Hong Kong Convention and Exhibition Centre (Management) Limited ("HML").

Please note that it is mandatory for you to provide all data required on this form. In the event that you do not provide such data, we may not be able to process your order.

The personal information we collect about you will not be disclosed by us to any other party without your prior consent.

You have the right to request access to and correction of information held by us about you. If you wish to access or correct your personal data for your order, please contact our Senior Manager - Marketing & Sales at booking@hkcec.com for venue booking order, or Senior Manager - Event Planning & Co-ordination at hkcecepc@hkcec.com for event equipment and service booking order, or Senior Food & Beverage Manager at hkcecfnb@hkcec.com for F&B booking order.

Privacy Policy Statement

Statement of Policy

Hong Kong Convention and Exhibition Centre (Management) Limited ("HML") pledges to comply with the requirements of the Personal Data (Privacy) Ordinance. In doing so, we will ensure compliance by our staff with the strictest standards of security and confidentiality.

When we collect personal data from individuals, we will provide them with a Personal Information Collection Statement ("PICS") on or before the collection in an appropriate format and manner.

Statement of Practice

Your personal information collected and held by us will be used for the purpose of processing this order. We will not provide your personal data to third parties for direct marketing or other unrelated purposes without your consent.

Kinds of Personal Data Held

Your personal details, including names, contact information and credit card information are collected and held by HML. They are contained in the booking records in connection with this order.

Main Purposes of Keeping Personal Data

Personal data held in the booking records are kept for the purposes of responding to and processing this order.

Protection Measures

HML takes appropriate steps to protect the personal data we hold against loss, unauthorised access, use, modification or disclosure.

Retention

HML maintains and executes retention policies of records containing personal data to ensure personal data is not kept longer than is necessary for the fulfillment of the purpose for which the data is or is to be used. Different retention periods apply to the various kinds of personal data collected and held by HML in accordance with policies in standing instructions and administration manuals.

Notice on Direct Marketing

We cannot use your personal data unless we have received your consent or indication of no objection. You can indicate your consent by providing us with your personal data through the Subscription Form on our website, ticking boxes indicating your consent at <http://www.hkcec.com/en/hml-news-subscription>. With your consent, we may use your personal data (name and email address) to send you marketing communications such as emails containing news, offers, promotions and joint marketing offers.

You can opt-out from receiving marketing communications at any time, free of charge, by:

- following the opt-out instructions contained in the communications;
- writing to our Senior Manager – Corporate & Marketing Communications at info@hkcec.com;

Data Access and Correction

You have the right to request access to and correction of information held by us about you at any time, free of charge. If you wish to access or correct your personal data, please contact our Senior Manager - Marketing & Sales at booking@hkcec.com for venue booking order, or Senior Manager - Event Planning & Co-ordination at hkcecepc@hkcec.com for event equipment and service booking order, or Senior Food & Beverage Manager at hkcecfnb@hkcec.com for F&B booking order.

Enquiries

Any enquiries regarding personal data privacy policy and practice may be addressed to Senior Manager – Corporate & Marketing Communications at info@hkcec.com or telephone number 2582 7960 during office hours.

We keep our Privacy Policy Statement under regular review. This statement was last updated on 24th July 2018.