

請在適當位置填上☑，附有「\*」之空格必須填寫。

Please put ☑ where appropriate and all the blank with "\*" must be completed.

### 1. 個人資料 Personal Details\*

稱謂 Title\*

先生 Mr.  太太 Mrs.  小姐/女士 Miss/Ms.  其他 Other

Name in English (Same as Identity document)\*

中文姓名 (須與身份證明文件相同)

身份證或護照號碼 ID or Passport Number\*

D.O.B. 出生日期\* (日 DD / MM 月 / YY 年)

年齡 Age\*

通訊電話 Contact Number\*

電郵 E-mail\*

傳真 Fax

職業 Occupation

通訊地址 Correspondence Address\*

### 2. 緊急聯絡人/監護人 Emergency Contact/Guidance

優先聯絡人姓名 Name of Priority Contact person\*

關係 Relationship\*

電話 Contact Number\*

電郵 E-mail\*

聯絡人姓名 Name of Contact person

關係 Relationship

電話 Contact Number

電郵 E-mail

### 3. 藥物及特殊需要 Medical and Specific Needs (如有 if any\*)

閣下(或十八歲以下登記人之家長/監護人) 有責任向形動提供, 任何有可能影響閣下參加單車訓練的藥物、健康、敏感、飲食或任何特殊需要的資訊。

請注意, 形動的代表並不能夠為閣下提供任何與藥物及健康相關事宜的指導或代表閣下作出任何的決定。因此, 如果閣下對參加體能活動有任何疑問, 請先在填妥本表格前, 向相關的醫護專業人士尋求進一步的建議。

It is your responsibility (or that of a parent/guardian/carer if under the age of 18) to provide INVIS with details of any medical or health conditions, allergies, or dietary or other specific needs that might affect your ability to participate in cycling. Please note that INVIS's representative is unable to provide guidance or make decisions relating to medical or health conditions. Rather, if you have any concerns about participating in any form of physical activity, please consult with your GP before signing the consent form.

有 Yes (請繼續作答 3.1. 及 3.2. Please continue to answer 3.1. & 3.2.)

沒有 No (請跳到第 4 部分 Please skip to Part 4)

3.1. 請提供任何有需要由形動留意或支援閣下, 對藥物、健康、敏感、飲食或任何特殊需要的資訊。

Please give details of any medical or health conditions, allergies, or dietary or specific needs that might affect your participation in cycling and what support/modifications are needed by INVIS's representative.

3.2. 請提供任何閣下需要持續服食的藥物或進行治療的相關資訊。(如不幸發生意外時, 醫護人員需要索取的資訊。)

Please list any medications you take on a regular basis. (This information may be required by the emergency services in the event of an accident)

#### 4. 到達及離開安排 Arrival and Departure Arrangements (選項 Optional)

為確保參加者能安全離開訓練，如登記人為 18 歲以下，並需要自行或由他人(即並非登記人的家長或監護人)接送往返訓練的地點，請家長或監護人提供相關的資訊。

While applicant under the age of 18 may travel to and from sessions unsupervised or may be accompanied by a responsible person who is not the rider's parent/guardian/carer, INVIS's representative has a responsibility to ensure that all participant leave the session safely.

如登記人為 18 歲以下，請提供一般前往及離開服務地點的安排（例如：是否獨自離開，由朋友陪同或其他獲授權人士接送的姓名）。

If under the age of 18, please give details of typical arrival and departure arrangements, e.g. the names of people you authorize to accompany the rider, and/or whether the rider is allowed to depart alone or with friends.

#### 5. 個人資訊 Personal Information (選項 Optional)

單車訓練有別於單純的單車活動，學員可以在訓練上增進操控單車的技術和知識，而在進階的訓練，更可能得到體能上的改善。因此，希望閣下可以花一些時間，向形動提供一些閣下的背景資料，以便能為閣下提供更佳的服务。

Unlike normal cycling activities, Cycling coaching and training can help cyclists to learn a variety of cycling techniques, increase their knowledge and improve their skills, enabling them to achieve better control and ride safely and confidently. They may even improve their fitness at an advanced level. Therefore, We would like you to spend some time to complete the following information to help us provide better service for you.

5.1. 過往踏單車的經驗 Previous cycling experience

5.2. 閣下是否有經常性參加其他體育活動？如有，活動的頻率？  
What other sports do you participate in regularly? How often?

5.3. 閣下為甚麼報名參加單車訓練？ Why are you attending the sessions?

5.4. 閣下希望透過本訓練可以達到的目標？ What do you want to achieve from the sessions?

5.5. 長遠而言，閣下希望透過單車活動所達到的目標？  
In the long term, what do you want to achieve from your participation in cycling?

5.6. 請列出其他參加單車訓練的特別需要。  
Please detail any other specific information that is relevant to participation in cycling activity sessions.

5.7. 閣下是否曾經為其他單車會/團體的成員？ Do you ever a member of other Cycling Club or Group?

### 6. 收集及個人資料使用說明通知\*

#### COLLECTION AND USE OF PERSONAL DATA STATEMENT NOTICE\*

##### 6.1. 收集目的及使用 Purpose of Collection and Use

- a. 客戶所提供之資料，只會用作處理服務申請之用，如 客戶未能提供全部資料，可能會導致有關的申請被延誤或不被接納。客戶如報名由其他主辦單位提供之服務，即表示同意形動將有關的客戶個人資料提供予相關機構。  
The personal data you provide(d) to INVIS is for use of the account or service application. Failure to provide full information may result in the delay or decline of your application. If customers apply for service provide by another organizer, customers agree INVIS to transfer their personal information to the organizer.
- b. 形動祇會在已取得 客戶的同意或並無反對的情況下才使用 客戶的個人資料作為形動／其合作伙伴主辦及推廣會籍，各項康樂及體育通訊、課程、講座、會議、活動、比賽等的宣傳／推廣用途。  
Your personal data will be used by INVIS and/or our partners only for promotion and/or marketing purposes of the membership campaign, sports and recreational newsletters, activities, courses, seminars, conference, events, competitions, etc under your consent or an indication of no objection, you being the data subject.

##### 6.2. 更新及停止使用個人資料 Updating and Stop Using Your Personal Data

- a. 如 客戶不願意形動繼續使用 客戶的個人資料作上述 6.1.b.項用途及／或須查詢／更新 客戶的個人資料，敬請透過以下途徑通知形動：  
If you do not wish INVIS to continue to use your personal data for the purposes mentioned in 6.1.b. above, and/or would like to enquire/update your personal data, please let us know via any one of the following ways :
- a.1. 在表格第 6 部分內適當方格內加上✓。 Please put ✓ where appropriate in Part 6 ; 或 or
- a.2. 連同 客戶的姓名及客戶編號電郵至 [info@invis.hk](mailto:info@invis.hk)。 Email to [info@invis.hk](mailto:info@invis.hk) with your name and Customer ID.; 或 or
- a.3. 在本公司網站 [www.invis.hk](http://www.invis.hk) 下載《帳戶資料更新表格》並於填寫後，以電郵、傳真或郵寄至本公司 Download and fill in the "Account Data Update" form at [www.invis.hk](http://www.invis.hk) and return us by email fax or post .

本人 同意 不同意 貴公司使用個人資料作條款 6.1.b 所述之用途。

I agree do not agree INVIS to continue to use my personal data for the purposes mentioned in article 6.1.b above.

形動可能會在服務期間拍攝相片及影片作記錄或宣傳用途，如果閣下不希望出現於相片及影片中請在方格內加上✓   
Photographs and/or videos may be taken during the course to document events and activities, and for promotional purposes. If you do not wish you or your child to be include in photos or video please put ✓ in the box

### 7. 同意及聲明 Consent & Declaration\*

本人明白形動之課程可能會在教練／導師指導下在公眾地方及道路上進行，參加者同意豁免形動任何因參加課程所引起的受傷、損毀或損失之責任。I understand that training may take place in public area & on public road under supervision. I agree that I or my child (applicant under 18 years old) can take part without any liability on the part of INVIS in respect of any injury or any loss or damage to property that is not caused by a coach/ an instructors negligence. 本人已詳閱及明白，本表格內及《條款及細則》之內容，並確定形動的代表已經妥善回答本人一切對服務上的疑問。本人已經在申請服務時，已經考慮到申請之服務的性質，並明白及同意需要自行承擔參加申請之服務所帶來的任何風險。本人同意及將會遵守，由形動的代表發出的一切合理指示及形動之各項指引及守則，並會以安全的方式參加服務。本人證實所提供之資料全部真確無誤。I have read and understood the information on this form and all the conditions listed in "Terms and Conditions" and the INVIS's representative has satisfactorily answered any questions I have asked. I understand and agree that I participate in applied service(s) entirely at my own risk. I have considered the nature of such service(s); I will participate in a safe manner and follow all reasonable instructions from the INVIS's representative and agree to abide by the guidelines of INVIS.. I confirm that the information I have provided is true and correct and complete to the best of my knowledge.

申請人姓名* Applicant Name*	申請人簽署* Applicant Signature*	日期* Date*
		/ /
家長/監護人姓名 Parent/Guardian Name <small>(18 歲以下申請人 applicant under 18 years old*)</small>	家長/監護人簽署 Parent/Guardian Signature <small>(18 歲以下申請人 applicant under 18 years old*)</small>	

#### 備註 Notes

- 請連同《條款及細則》及《PAR-Q&U 體適能與你表格》交回。  
Please submit this form with "Terms and Conditions" & "PAR-Q&U form".
- 本表格一經遞交，即表示閣下已細閱、明白及同意接納形動訂定之《條款及細則》和不時發出的其他指引及守則。  
Once this Registration form submitted, applicant confirm acceptance of the all "Terms and Conditions" by INVIS.
- 請於填妥表格後，透過郵寄/傳真/電郵/親身前往辦事處或於 [www.invis.hk](http://www.invis.hk) 將表格交回。  
Please submit the completed form by Post / Fax / E-mail / In Person or Internet Service System at [www.invis.hk](http://www.invis.hk).  
☎ (852) 3543 0034 | ✉ [info@invis.hk](mailto:info@invis.hk) | 🌐 [www.invis.hk](http://www.invis.hk)  
✉ 香港上環永樂西街 177-183 號永德商業中心 10 樓 1003 室  
Room 1003, 10/F, Wing Tuck Commercial Centre, 177-183 Wing Lok Street West, Sheung Wan, HK

# 體能活動適應能力問卷與你

## 〔一份適用於 15 至 69 歲人士的問卷〕

經常進行體能活動不但有益身心，而且樂趣無窮，因此，開始每天多做運動的人愈來愈多。對多數人來說，多做運動是很安全的。不過，有些人在增加運動量前，應先徵詢醫生的意見。

如果你計劃增加運動量，請先回答下列 7 條問題。如果你介乎 15-69 歲之間，這份體能活動適應能力問卷會告訴你應否在開始前諮詢醫生。如果你超過 69 歲及沒有經常運動，請徵詢醫生的意見。

普通常識是回答這些問題的最佳指引。請仔細閱讀下列問題，然後誠實回答：請答「是」或「否」

是	否	
<input type="checkbox"/>	<input type="checkbox"/>	1. 醫生曾否說過你的心臟有問題，以及只可進行醫生建議的體能活動？
<input type="checkbox"/>	<input type="checkbox"/>	2. 你進行體能活動時，是否感到胸口痛？
<input type="checkbox"/>	<input type="checkbox"/>	3. 過去一個月，你曾否在沒有進行體能活動時也感到胸口痛？
<input type="checkbox"/>	<input type="checkbox"/>	4. 你曾否因感到暈眩而失去平衡，或曾否失去知覺？
<input type="checkbox"/>	<input type="checkbox"/>	5. 你的骨骼或關節〔如背，膝或髖〕是否有毛病，且會因改變體能活動而惡化？
<input type="checkbox"/>	<input type="checkbox"/>	6. 醫生現時是否有給你一些有關血壓或心臟藥物〔例如去水丸〕給你服用？
<input type="checkbox"/>	<input type="checkbox"/>	7. 據你所知，是否有任何其他理由令你不應進行體能活動？

如果  
你的  
答案是

### 一條或以上答「是」

在開始增加運動量或進行體能評估前，先致電或親身與醫生商談，告訴醫生這份問卷，以及你答「是」的問題。

- 只要在開始時慢慢進行，然後逐漸增加，你可以進行任何活動；又或者你須受限制，只可進行那些對你安全的活動。告訴醫生你希望參加的活動及聽從他的意見。
- 找出那些對你安全及有幫助的社區活動。

### 全部答「否」

如果你對體能活動適應能力問卷的全部問題誠實地答「否」，你可合理地相信你可以：

- 開始增加運動量 - 開始時慢慢進行，然後逐漸增加，這是最安全和最容易的方法。
- 參加體能評估，這是一種確定基本體能的好方法，以便你擬定最佳的運動計劃。另外，強烈建議你先量度血壓。若你的讀數是 144/94 以上，請在開始增加運動量前請先徵詢醫生的意見。

### 延遲增加運動量：

- 如果你因傷風或發燒等暫時性疾病而感到不適，請在康復後才增加運動量；或
- 如果你懷孕或可能懷孕，請在增加運動量前徵詢醫生的意見。

**請注意：假如你的健康情況有變而令致上列問題當中有任何一條你可能需要改答「是」的話，請告知你的健體導師或健康專業人員。請他們建議你是否需要改變你的體能活動計劃**

知情使用體能活動適應能力問卷：加拿大運動生理學會，加拿大衛生部，及其代理人毋須為進行體能活動的人承擔責任。如填妥問卷後有疑問，請先徵詢醫生的意見，然後進行體能活動。

**不准更改。歡迎影印體能活動適應能力問卷使用，惟必須使用整份問卷。**

註：如果體能活動適應能力問卷是在一個人參加體能活動或進行體能評估前交給他，本部分可作法律或行政用途。

「我已閱悉、明白並填妥此問卷。我有任何問題亦已得到完滿的解答。」

姓名：\_\_\_\_\_

簽署：\_\_\_\_\_ 日期：\_\_\_\_\_

家長或監護人簽署：\_\_\_\_\_ 見證人：\_\_\_\_\_  
(如參加者尚未成年)

備註：此體能活動問卷由填表日起計最長有效期為一年。  
假如情況有變而令致七條問題當中有任何一條你可能需要改答「是」的話，便自動變成無效。



# PAR-Q & YOU

(A Questionnaire for People Aged 15 to 69)

Regular physical activity is fun and healthy, and increasingly more people are starting to become more active every day. Being more active is very safe for most people. However, some people should check with their doctor before they start becoming much more physically active.

If you are planning to become much more physically active than you are now, start by answering the seven questions in the box below. If you are between the ages of 15 and 69, the PAR-Q will tell you if you should check with your doctor before you start. If you are over 69 years of age, and you are not used to being very active, check with your doctor.

Common sense is your best guide when you answer these questions. Please read the questions carefully and answer each one honestly: check YES or NO.

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	1. <b>Has your doctor ever said that you have a heart condition <u>and</u> that you should only do physical activity recommended by a doctor?</b>
<input type="checkbox"/>	<input type="checkbox"/>	2. <b>Do you feel pain in your chest when you do physical activity?</b>
<input type="checkbox"/>	<input type="checkbox"/>	3. <b>In the past month, have you had chest pain when you were not doing physical activity?</b>
<input type="checkbox"/>	<input type="checkbox"/>	4. <b>Do you lose your balance because of dizziness or do you ever lose consciousness?</b>
<input type="checkbox"/>	<input type="checkbox"/>	5. <b>Do you have a bone or joint problem (for example, back, knee or hip) that could be made worse by a change in your physical activity?</b>
<input type="checkbox"/>	<input type="checkbox"/>	6. <b>Is your doctor currently prescribing drugs (for example, water pills) for your blood pressure or heart condition?</b>
<input type="checkbox"/>	<input type="checkbox"/>	7. <b>Do you know of <u>any other reason</u> why you should not do physical activity?</b>

If  
you  
answered

## YES to one or more questions

Talk with your doctor by phone or in person BEFORE you start becoming much more physically active or BEFORE you have a fitness appraisal. Tell your doctor about the PAR-Q and which questions you answered YES.

- You may be able to do any activity you want — as long as you start slowly and build up gradually. Or, you may need to restrict your activities to those which are safe for you. Talk with your doctor about the kinds of activities you wish to participate in and follow his/her advice.
- Find out which community programs are safe and helpful for you.

## NO to all questions

If you answered NO honestly to all PAR-Q questions, you can be reasonably sure that you can:

- start becoming much more physically active — begin slowly and build up gradually. This is the safest and easiest way to go.
- take part in a fitness appraisal — this is an excellent way to determine your basic fitness so that you can plan the best way for you to live actively. It is also highly recommended that you have your blood pressure evaluated. If your reading is over 144/94, talk with your doctor before you start becoming much more physically active.

### DELAY BECOMING MUCH MORE ACTIVE:

- if you are not feeling well because of a temporary illness such as a cold or a fever — wait until you feel better; or
- if you are or may be pregnant — talk to your doctor before you start becoming more active.

**PLEASE NOTE:** If your health changes so that you then answer YES to any of the above questions, tell your fitness or health professional. Ask whether you should change your physical activity plan.

**Informed Use of the PAR-Q:** The Canadian Society for Exercise Physiology, Health Canada, and their agents assume no liability for persons who undertake physical activity, and if in doubt after completing this questionnaire, consult your doctor prior to physical activity.

**No changes permitted. You are encouraged to photocopy the PAR-Q but only if you use the entire form.**

NOTE: If the PAR-Q is being given to a person before he or she participates in a physical activity program or a fitness appraisal, this section may be used for legal or administrative purposes.

"I have read, understood and completed this questionnaire. Any questions I had were answered to my full satisfaction."

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

SIGNATURE OF PARENT \_\_\_\_\_

WITNESS \_\_\_\_\_

or GUARDIAN (for participants under the age of majority)

**Note: This physical activity clearance is valid for a maximum of 12 months from the date it is completed and becomes invalid if your condition changes so that you would answer YES to any of the seven questions.**

## 形動香港有限公司

### 一般單車服務條款及細則 (2018 年 4 月)

多謝選擇「形動單車」、「形動單車隊」、「星之單車隊」(以下簡稱:形動)的服務,形動所提供的單車訓練或踏單車性質服務乃根據本條款及細則提供,請客戶於登記帳戶、參加或使用服務前仔細閱讀條款,並確保完全明白該等條款。若客戶不同意,將不可登記帳戶、參加或使用形動之服務。

#### 1 一般條款

- 以「形動單車」、「形動單車隊」或「星之單車隊」名義所提供的服務,均由「形動香港有限公司」管理及營運。
- 為確保服務質素及客戶的安全,形動所提供與單車訓練或踏單車性質的服務,只會向已擁有註冊帳戶的客戶提供(條款1.4中說明的情況例外)。
- 除特別註明外,形動一般提供的服務,接受年滿5歲-69歲之客戶申請;6歲以下的客戶只限參加私人單車教練服務,並按個別客戶之情況作出評估。不同的服務可能設有不同的人數或年齡限制,詳情請參閱個別服務章程。69歲以上之客戶可以書面聲明同意豁免形動的責任下登記、參加或使用形動之服務。
- 形動可向獲由「團體客戶」以任何形式(包括但不限於口頭、廣告或傳單等等)邀請之人士(包括但不限於「團體客戶」之會員、職員或客戶等等)而未有登記形動帳戶之人士提供服務,唯該「團體客戶」必須承擔任何該獲邀請之人士,因參加由形動提供的服務所引起的責任及必須代表形動向參加者說明參加服務的條款、風險及《收集及使用個人資料使用說明通知》;並確保該參加者確認已經仔細閱讀,明白及同意形動之服務條款和了解有關風險;並願意向本公司提供其個人資料(包括但不限於:姓名、出生日期、身份證或護照號碼、通訊方法)及《體適能與你表格》。
- 客戶一經向形動提交任何帳戶登記或服務申請或向形動繳付款項使用任何服務(即使沒有提交書面申請),即表示客戶已細閱,明白及同意接納本公司訂定之本條款及細則和本公司不時發出的其他條款及細則。

#### 2 帳戶政策

- 形動的客戶帳戶主要分為以下兩類:
  - 個人帳戶(擁有人即個人客戶)**  
歡迎任何人士以個人名義作登記;18歲以下之客戶,必須透過一名18歲或以上之「聯絡人」登記;「聯絡人」將會同時被註冊一個獨立的帳戶,擁有個人帳戶之客戶,可另外申請「形動單車隊」或「星之單車隊」會籍。
  - 團體帳戶(擁有人即團體客戶)**  
歡迎任何組織或團體登記;團體帳戶必須最少登記一名「聯絡人」,帳戶將由該「聯絡人」管理;「聯絡人」將會同時被註冊一個的個人帳戶。
- (此條暫時取消)**
- 客戶須妥善保管由形動發出的帳戶資料,避免個人資料外泄。
- 已登記「個人帳戶」或「團體帳戶」之客戶,可隨時以書面或填寫《客戶資料更新表格》通知形動個人資料的更新或申請取消帳戶的登記。
- 擁有「形動單車隊」或「星之單車隊」會籍之會員,可隨時以書面通知或填寫《客戶資料更新表格》,通知形動個人資料的更新或申請終止會籍,會籍到期日前終止會籍,可能須根據條款向形動單車隊作出補償。
- 個人資料如有任何更改,請於有關資料更改後的7天內通知形動。
- 登記帳戶或修改帳戶資料,請**填寫**相關的表格並按照表格內的指示交回;表格可透過形動的網站或以電話、電郵或傳真向形動索取。
- 形動保留決定是否接納帳戶及會籍之登記申請;登記帳戶的詳細的資料,請參閱相關章程。

#### 3 報名/申請單車訓練或踏單車性質服務政策

- 所有單車訓練及踏單車性質服務只接受已擁有註冊帳戶的客戶申請(單車表演、單車機座活動及單車講座除外)。
- 所有服務必須預約及預先繳付指定款項;如未能於到期日前繳費,有關預約將會被取消,客戶需要重新預約。
- 預約服務可透過**電話**、**電郵**、**傳真**、**郵寄**或親身前往形動的辦事處進行;形動接受客戶以表格、熱線電話錄音或任何書面記錄形式申請服務;如形動接受有關的申請,將會向客戶發出確認通知。
- 為確保客戶的身體狀況適合參加單車活動,申請單車訓練或踏單車性質的服務須連同有效之《體適能與你表格》,確保其身體狀況適合進行單車活動;15歲以下之客戶由其家長或合法監護人,根據日常觀察和了解填寫;15歲或以上之客戶則需要自行填寫。《體適能與你表格》的有效期為填寫日起計的十二個月,如表格已逾期,客戶需要重新填寫及提交。
- 所有服務名額有限,額滿即止。
- 如服務收生不足,形動有權隨時取消服務或要求客戶更改其他課程。

- 申請服務時,請留意服務的主辦單位;部分服務可能由其他主辦單位而非由形動提供,形動可能只作為代理人的角色;服務的條款及細則可能與由形動所提供的有所不同,有關服務將優先以主辦機構之服務條款提供,並由主辦機構承擔活動之任何責任。
- 客戶一經提交任何服務申請或向形動繳付款項使用任何服務(即使沒有提交任何書面申請),即表示客戶已細閱,明白及同意接納本公司訂定之本條款及細則和本公司不時發出的其他條款及細則。
- 服務申請方法的詳細資料,請瀏覽形動網站 [invis.hk](http://invis.hk) 或參閱相關章程。

#### 4 付款政策

- 所有服務收費已最終發票顯示的資料為準,其他收費資料只供參考之用。
- 請按發票上的條款及到期日付款,局部付款、逾期付款或不能予以識辨的付款將不會視為有效的付款。
- 逾期付款或無效的付款,有關服務預約將會被取消,所有訂金或已繳付之費用作廢,重新啟用服務可能須繳付附加費。
- 所有服務均設有期限,逾期將會失效,如欲重啟服務須繳付附加費,有關有效期將重新計算。
- 形動接受以轉帳、存款、支票、電子支票、預售票、Paypal(以結餘或其他信用卡)、現金及採購卡付款,形動單車隊服務另設有自動轉帳付款服務。
- 付款後,請保留收據,並盡快通知形動;未有於付款後通知形動,該付款則視為無效,直至客戶通知形動為止。
- 付款方法詳細的資料,請瀏覽形動網站 [invis.hk](http://invis.hk) 或參閱相關章程。

#### 5 更改、取消及退款政策

- 所有服務申請一經接受,恕不接受取消及退款。
- 如果客戶需要更改預約,可於申請後三天內提出,而免收更改費用(已申請三天內之服務除外),若超過三天後可能需要繳費手續費(由形動代表決定之更改除外)。
- 所有取消或更改安排,除非由形動之代表決定,其他原因一律當作客戶缺席和自動棄權論,不予更改或補課。
- 如獲安排更改或補課,有關安排將由形動決定,已確定之補課均不能更改,缺席補課者當自動棄權論。
- 更改或補課必須安排於原定服務日後的90天內進行,逾期將會失效及當自動棄權論,如欲重啟服務須繳付附加費,有關有效期將重新計算。

#### 6 一般單車訓練或踏單車性質服務提供政策

- 客戶(或其家長或合法監護人)知悉及同意形動提供的服務可能會在有代表監察下於公眾地方及道路上(單車徑或行車路)上進行。
- 形動已制定《惡劣天氣下的服務安排》,形動的代表可根據該安排決定服務更改或取消。
- 服務時間如超過15分鐘按30分鐘計算,如超過45分鐘按1小時計算。
- 服務只接受已報名之客戶本人上課,不能由別人代替。
- 客戶不得擅自轉換班別,一經發現,形動保留其終止活動之權利及所有費用不予退回。
- 客戶如遲到15分鐘或以上,形動代表可離開,並視為客戶缺席和自動棄權論,不予退款及補課。
- 服務一旦已開始,即使於途中縮短或取消,均不予退款及補課。
- 如客戶行為影響他人或其個人能力未能配合課程進度,形動的代表有權要求有關客戶立刻終止上課及安排客戶於餘下的課程轉換其他課程,而不會安排補課、賠償及退款。
- 客戶須自行檢查裝備是否合適和運作正常,並須要符合參加活動之相關規例或要求。如有任何疑問,請立刻通知當值的形動代表;如客戶之裝備並未符合有關參加服務之要求,形動的代表有權拒絕其參加之權利,形動不會因此安排補課、賠償及退款。
- 客戶須小心使用由形動借出或租出之器材,如有損壞須承擔有關器材之維修費用。
- 客戶須自行評估身體狀態是否合適上課及自行承擔任何因身體不適而導致的後果,形動恕不負責。
- 形動已為服務購買《團體意外保險》及《公眾責任保險》作基本保障,形動強烈建議客戶應根據自己的需求,自行購買合適的保險加強保障。
- 客戶必須遵守形動代表的指示及活動進行地點之當地的政府法例。
- 請客戶尊重場地其他的使用者或其他道路使用者。
- 請客戶自行保管財物,如有遺失,形動恕不負責。
- 如上課或活動期間有任何疑問,請立刻向形動的代表查詢。

#### 7 會員活動(會騎)

- 「形動單車隊」或「星之單車隊」鼓勵會員多騎單車促進感情,會員之間可能不定期舉行踏單車活動(會騎),唯會騎不屬於訓練及正式的活動,會員可以自由參加而毋須報名,會員須自行承擔參加活動的任何風險,並同意豁免本公司、所有贊助商、支持是項活動之團體及任何有關之團體對於客戶因參加是項活動而由任何原因,包括疏忽,所引致之疾病、死亡、個人損失之任何法律責任,以及放棄任何有關之權利、索償及追究行動。

#### 8 安全第一政策

- 單車雖然樂趣無窮,但如果不幸發生意外,可能導致騎單車者嚴重受傷,甚至致命。因此,為客戶提供「安全第一」的服務乃形動的宗旨和首要考慮。
- 為減低意外發生的機會,形動已於網頁提供一些安全資訊,歡迎各位客戶查閱。
- 踏單車期間,客戶應佩戴合適的保護裝備。如客戶拒絕佩戴保護裝備,形動的代表有權拒絕其參加服務之權利;即使形動的代表容許客戶繼續參加,客戶將因此不受形動的保障,客戶須要自行承擔任何一切由意外所帶來的後來及放棄對形動之索償及追究。
- 形動已經制定服務的人數限制政策,詳細資料請參閱相關章程。

#### 9 拍攝影像及相片政策

- 為確保服務質素及安全上的需要,形動可能會於提供服務的處所或車輛上安裝攝錄器材作監察之用。
- 形動的代表可能於服務期間進行拍攝相片或影片,客戶願意授權形動在毋須客戶審查而可以使用客戶的肖像、影像、聲線及個人資料作為活動籌辦及推廣之用。如客戶希望取消以上授權,可於申請服務的表格上註明。

#### 10 收集及個人資料使用說明通知

- 客戶所提供之資料,只會用作處理服務申請之用,如客戶未能提供全部資料,可能會導致有關的申請被延誤或不被接納。客戶如報名由其他主辦單位提供之服務,即表示同意形動將有關的客戶個人資料提供予相關機構。
- 形動祇會在已取得客戶的同意或並無反對的情況下才使用客戶的個人資料作為形動/其合作夥伴主辦及推廣會籍,各項康樂及體育通訊、課程、講座、會議、活動、比賽等的宣傳/推廣用途。
- 更新及停止使用個人資料**  
如客戶不願意形動繼續使用客戶的個人資料作上述10.2項用途及/或須查詢/更新客戶的個人資料,敬請透過以下途徑通知形動:  
10.3.1 在帳戶登記表格/服務申請表格內適當方格內加上✓;或  
10.3.2 連同客戶的姓名及客戶編號電郵至 [info@invis.hk](mailto:info@invis.hk);或  
10.3.3 在本公司下載並填寫《客戶資料更新表格》後,以電郵、傳真或郵寄至本公司

#### 11 責任限制及免責事項

- 形動所提供的主要服務均與單車相關,鑑於所有運動均帶有危險,騎單車亦不例外,無論是初學者或單車好手均有可能因其個人或由其他人士導致受傷,甚至死亡。因此,有意參加由形動所舉辦或協辦的服務(包括但不限於訓練、賽事及各類活動)之參加者、其家長、監護人或負責人應自行評估其風險,明白及願意自行承擔並因發生意外而所導致的任何後果。形動強烈建議客戶自己的需要,自行購買相關的保險作保障。形動的代表、贊助商及任何相關機構,恕不承擔任何參加者因發生意外而所導致的任何後果。
- 客戶必須是自願申請活動,確保身體狀況良好適宜參加單車活動,並願意自行承擔所有責任。客戶亦謹遵守主辦單位之一切規則及決定。客戶、客戶之繼承人、客戶之遺囑執行人及客戶之管理人謹此豁免本公司、所有贊助商、支持是項活動之團體及任何有關之團體對於客戶因參加是項活動而由任何原因,包括疏忽,所引致之疾病、死亡、個人損失之任何法律責任,以及放棄任何有關之權利、索償及追究行動。

#### 12 其他

- 形動未行使或實施本文中所述之任何權利不得被視為放棄該項權利,亦不得影響形動就該項權利或其他任何權利採取任何後續行動所享有的權利。
- 若香港特別行政區的任何法院或行政機構發現這些條款和條件的任何規定無效或不能強制執行,則該等規定的無效或不能強制執行不得影響這些條款和條件的其他規定。未受該無效或不能強制執行影響的所有規定應持續充分有效。
- 中英文版本如有歧異,以中文版本為準。
- 形動保留修改及解釋以上條款之權利,而無須另行通知。

#### 13 聯絡方法

- 如對形動的服務有任何意見或查詢,歡迎透過以下方法與形動聯絡:
  - 總辦事處:香港上環永樂西街177-183號永德商業中心10樓1003室
  - 熱線:(852) 3543 0033
  - 傳真:(852) 3543 0034
  - 電郵:[info@invis.hk](mailto:info@invis.hk)
  - 網頁:[www.invis.hk](http://www.invis.hk)

Thank you for choosing INVIS CYCLING's, or INVIS CYCLING TEAM's, or SUPERNOVA CYCLING TEAM's (collectively called INVIS) services. Services provided by INVIS are based on these terms and conditions. Please read and ensure that you understand them before you register for an account or participating for any service. Customers may not register or apply or participate or enjoy for any service if they do not agree with these terms and conditions.

**1 General Terms**

- 1.1 Services provided by either INVIS CYCLING or INVIS CYCLING TEAM or SUPERNOVA CYCLING TEAM (SNOVA) are managed and operated by INVIS HK COMPANY LIMITED.
- 1.2 To ensure the safety and quality of service, INVIS provides services only to registered customers. (except condition mentioned in term 1.4)
- 1.3 Unless specifically requested, INVIS provides service to customers aged 5–69. Customers under age 5 may apply only for private cycling coach services and will be assessed on a case-by-case basis. Different services might have different age requirements and limits on the number of participants. Please refer to the relevant guidelines for further details.
- 1.4 INVIS may provide services to persons whom non-registered invited by Group Customers. However, the Group Customer must take responsibility for those invited who join INVIS's services.
- 1.5 Customers confirm acceptance of INVIS's terms and conditions by submitting any account registration or service reservation/application or settling any payment to INVIS (even without any written registration, reservation or application).

**2 Account Policy**

- 2.1 There are two types of accounts.
  - 2.1.1 **Personal Accounts**  
INVIS welcomes all individuals to register. Customers younger than 18 are required to be registered by a contact person who is 18 or older. The contact person must also register for a personal account. A personal account holder may apply for an INVIS CYCLING TEAM or SNOVA membership.
  - 2.1.2 **Group Accounts**  
INVIS welcomes all groups or organisations to register. Group accounts must be registered with at least one contact person, who will manage the account and also register for a personal account.
- 2.2 [REDACTED] (temporary suspended)
- 2.3 Please keep secure all account information issued by INVIS to avoid leakage of any personal information.
- 2.4 All registered Personal and Group account customers may cancel their account or update their personal information through written communication or by submitting a form to INVIS.
- 2.5 INVIS CYCLING TEAM or SNOVA members may cancel their account or update the personal information through written communication or by submitting a form to INVIS. A penalty may apply if membership is cancelled before the contract period completed.
- 2.6 Please inform INVIS within 7 days of any changes to personal information.
- 2.7 To register an account or revise account information, please [REDACTED] complete the relevant form, which is available on INVIS's website or by telephone, email or fax upon request.
- 2.8 INVIS reserves the right to approve or refuse account applications; please refer to INVIS's website invis.hk or the relevant guidelines for more information about account registration.

**3 Service Application/Reservation Policy**

- 3.1 INVIS provides any cycling coaching or training services only to registered customers (except service of cycling performance, demonstration, trainer trial or lecture)
- 3.2 All services must be reserved and paid in advance, and payment must be settled by the end of the specified period to avoid cancellation. If the appointment is cancelled, the customer is required to re-book.
- 3.3 Reservation can be completed via [REDACTED] by phone, email, fax, post or in person at our office. INVIS accepts applications/reservation by forms, recordings left with our hotline or any written format. Once the application is accepted, INVIS will issue confirmation to the customer.
- 3.4 To ensure that customers' physical fitness is adequate for cycling, Training Service requires that customers have a valid PAR-Q&U form. If the PAR-Q&U is expired, customers must complete a new form.
- 3.5 All services are limited and delivered on a first-come-first-served basis.
- 3.6 If there are insufficient enrolment numbers, INVIS reserves the right to cancel the service or ask customers to switch to other courses.
- 3.7 Please note the organiser of the service before applying; some services may be organised by other organisers of which INVIS is an agent. The service terms and conditions might be different from those for services organised by INVIS.

- 3.8 By submitting a service application or settling any payment to INVIS (even without any written registration, reservation or application), the customer confirms acceptance of all INVIS's terms and conditions.
- 3.9 Please refer to INVIS's website invis.hk or the related guidelines for more information about the service application method.

**4 Payment Policy**

- 4.8 All service fees indicated on Invoices shall prevail; other information about service fees is for reference purposes only.
- 4.9 Customers must follow all terms indicated on the Invoice, and settle payments before the due date.
- 4.10 Reservation will be cancelled if payments are overdue or invalid. All deposits or payments will then become invalid and will not be refunded. Partial, late or undecipherable payments will not be regarded as valid payments.
- 4.11 Reservation is valid for specific period only, expired reservation cannot be used.
- 4.12 INVIS accepts money transfers, deposits, cheques, e-cheque, pre-paid vouchers, PayPal, cash & purchase card to settle payments. Auto-pay service is available for INVIS CYCLING TEAM services.
- 4.13 Customers must keep their receipts, and inform INVIS of their payment as soon as possible after deposit. Payment is valid only after customers have informed INVIS.
- 4.14 Please refer to INVIS's website invis.hk or the relevant guidelines for more information about payment methods.

**5 Change, Cancellation and Refund Policy**

- 5.1 No cancellations or refunds are given once reservation/application is accepted.
- 5.2 If you need to make a change to your reservation then you may have to pay a service fee (unless change decided by INVIS's representative). Changes can be requested within 3 days after application (except for service upcoming within 3 days) without charge.
- 5.3 All cancellations or changes, unless decided by INVIS's representative, will be regarded as absences, and no make-up or additional services will be given.
- 5.4 If make-up or additional services are given, all arrangement must be made by INVIS; no further changes to make-up or additional services may be made by customers.
- 5.5 Make-up and additional classes must be arranged within 90 days of the original date of service; overdue make-up or additional classes will be regarded as given up by the customer.

**6 General Cycling Service Policy**

- 6.1 Customer (or parent or guardian) understands and agrees that service may carry on public area and open road under supervision.
- 6.2 INVIS has established guidelines for service during bad weather allowing INVIS's representative to change or cancel services.
- 6.3 Hours are calculated by rounding up minutes. For instance, more than 15 minutes is calculated as 30 minutes, and more than 45 minutes is calculated as 1 hour.
- 6.4 Services are provided only to the customer who applied for them and cannot be transferred to others.
- 6.5 Customers cannot change classes without authorisation. If unauthorised changes are found, INVIS reserves the right to suspend services to customers with no refund given.
- 6.6 If customers are late by more than 15 minutes, INVIS's representative may leave and they will be regarded as absent or as having given up the service. No refunds or make-up classes will be given.
- 6.7 Once services are started, even if they are suspended or cancelled, no refunds or make-up class will be given.
- 6.8 If customers cannot keep up with the progress of training, INVIS's representatives have the right to refuse customers the training or require that they switch services. INVIS does not arrange make-ups, refunds or compensation for such reasons.
- 6.9 Customers are required to check whether all the equipment is suitable, is in good condition and meets the service requirements. If customers' equipment does not fit these requirements, INVIS's representatives have the right to refuse customers the training. INVIS does not arrange make-ups, refunds or compensation for such reasons.
- 6.10 Customers should use all the equipment provided or rented by INVIS with caution; customers are required to bear the cost of any damage.
- 6.11 Customers are required to assess whether their physical fitness is suitable for training and take responsibility for the risks of any bodily sickness or condition. INVIS does not take responsibility for such conditions.
- 6.12 INVIS purchases insurance for its services for basic protection. INVIS highly recommends that customers purchase additional insurance for their protection needs.
- 6.13 Customers must follow rules and instructions from INVIS's representative, any regulations of the training venue and any local laws.
- 6.14 Please respect other venue/road users.
- 6.15 Customers should look after their personal valuables. INVIS does not take responsibility for lost valuables.
- 6.16 If you have any doubts or questions, ask INVIS's representative immediately.

**7 Club ride**

- 7.1 Members of INVIS CYCLING TEAM or SNOVA may organize Club ride voluntarily and irregularly to enhance team spirit. Club ride of INVIS CYCLING TEAM or SNOVA is not a coaching or training or service session nor a formal activity, members are welcome to join without any application and agree that take part of member's own risk without any liability on the part of the company, all sponsors and any groups from responsibility and personal liability for clients who suffer illness, death or loss during participation in activities for any reason, including negligence, and waive all rights and claims to pursue action.

**8 Safety First Policy**

- 8.1 Cycling is usually safe and fun, but accidents, although unlikely, can cause injury or death to cyclists. Hence, INVIS is committed to making safety its first priority and consideration in all decisions.
- 8.2 To prevent accidents, customers must read the safety guidelines before participating in any service.
- 8.3 Please wear the safety equipment listed in the guidelines. Customers bear the risks if they refuse to wear safety equipment. INVIS's representatives have the right to refuse to allow customers without safety equipment to participate. If INVIS's representative allow such individuals to participate, INVIS and any INVIS-related persons do not bear any responsibility for the consequences caused by riding without safety equipment. These individuals give up any claim on INVIS.
- 8.4 Please refer to INVIS's website invis.hk or the relevant guidelines for more information about the ratio limit for coaches/instructors and students.

**9 Photographing and video recording Policy**

- 9.1 Video recording maybe in operation on our premises or vehicle to for enhance service quality or safety purpose.
- 9.2 INVIS's representative may take photograph or video during service, I hereby grant permission and assign all rights, title and interest to INVIS for utilizing my appearance, images, voice and personal data in connection with the races in all media throughout the world perpetually and agree to waive any right of inspection or approval associated therewith. If customer would like to cancel this permission, please state or check the appropriate box in the application form.

**10 Notice of Collection and Use of Personal Data**

- 10.1 Information provided by customers is used only to handle their service applications. If customers cannot provide all the needed information, it might cause a delay and/or refusal of the application. If customers apply for service provided by another organiser, customers agree to allow INVIS to transfer their personal information to the organiser.
- 10.2 INVIS or INVIS's partners will not use customers' personal data to promote membership, communications, courses, talks, conference, activities and races or use such data for other promotional or advertising purposes without their express consent.
- 10.3 **Updating or Stopping Use of Personal Data**  
If customers do not want the company to continue to use their personal data for such purposes specified in 10.2 and/or desire to query or update their personal information, they may notify INVIS through the following channels:
  - 10.3.1 Check the appropriate box in application forms.
  - 10.3.2 Send an email to [info@invis.hk](mailto:info@invis.hk), with their names and customer IDs.
  - 10.3.3 Complete the Personal Data Update Form available on the website, and return it by email, fax or post to INVIS.

**11 Liability Limit and Disclaimers**

- 11.1 The main services provided by INVIS are bicycle related. All sports can be dangerous. Cycling is no exception. Beginners and professionals can be injured or even killed in accidents caused by themselves or other persons. Therefore, those interested in participating in services organised or co-organised by INVIS (including but not limited to training, events and all other activities) and their parents or guardians should assess, understand and be willing to bear the risks and consequences of any accidents. INVIS strongly recommends that customers purchase additional insurance based on their protection needs. INVIS employees, representatives, sponsors and related organisations accept no responsibility for accidents involving participants.
- 11.2 Customers must apply for service voluntarily and be willing to bear all the responsibility. Customers agree to comply with all rules and decisions of the organiser. Customers, their heirs, executors and administrators agree to exempt the company, all sponsors and any groups from responsibility and personal liability for clients who suffer illness, death or loss during participation in activities for any reason, including negligence, and waive all rights and claims to pursue action. Customers shall ensure that they are in suitable physical condition to participate in cycling events.

**12 Miscellaneous**

- 12.1 Any rights not exercised or mentioned herein shall not be deemed a waiver of the implementation of those rights or affect the rights of any follow-up action enjoyed or any other right.
- 12.2 If any court or administrative body of the HKSAR finds that any provision of these terms and conditions is invalid or unenforceable, then the provision which is invalid or unenforceable shall not affect other provisions of these terms and conditions, which shall otherwise remain fully in effect.
- 12.3 Unless restricted by local law, in the event of disputes between Chinese and English versions of these terms and conditions, the Chinese version shall prevail.
- 12.4 INVIS reserves the right to revise and amend all terms and conditions without notice.

**13 Contact**

- 13.1 Comments and enquiries can be submitted through the following methods:
  - 13.1.1 Address: Room 1003, 10/F, Wing Tuck Commercial Centre, 177-183 Wing Lok Street West, Sheung Wan, Hong Kong
  - 13.1.2 Hotline: [3543 0033](tel:35430033)
  - 13.1.3 Fax: [3543 0034](tel:35430034)
  - 13.1.4 Email: [info@invis.hk](mailto:info@invis.hk)
  - 13.1.5 Website: [www.invis.hk](http://www.invis.hk)