



## 一般場地守則

### General House Rules

歡迎來到「展城館」！敬請注意及遵守以下場地守則：-

Welcome to the "City Gallery"! Please observe and comply with the following house rules:-

1. 本館免費入場供公眾人士參觀及參加本館舉辦的有關活動。  
This Gallery is admission free and open for public visit and participation in related activities organised by the Gallery.
2. 本館為保安電視監察及攝錄地帶。  
This Gallery is under security camera surveillance and recording.
3. 請勿攜帶任何大型提包及行李進入本館。  
Please do not bring any luggage to the Gallery.
4. 除導盲犬外，參觀者／使用者不得將任何動物帶進館內。  
No person shall introduce any animal into the Gallery, except guide dogs.
5. 不得在館內進食、吸煙、奔跑或喧嘩。只可飲用於本館自動售賣機購買的飲品，並只可於地下大堂享用。  
Eating, smoking, running or yelling in the Gallery is not allowed. Only drinks purchased from the vending machine in City Gallery are allowed at ground floor lobby.
6. 未經許可，不得在館內進行錄影、錄音，或使用任何複製器材。  
No unauthorised video taking, audio tape recording, or use of any reproduction appliances is allowed within the Gallery.
7. 參觀者／使用者不得進入館內任何不向公眾開放的部分。  
No person shall enter any part of the Gallery which is not open for the public.
8. 參觀者／使用者不得擅自處理、擾亂或以其他方式干預任何展品。  
No person shall handle, disturb or otherwise interfere with any exhibit.
9. 參觀者／使用者不得在館內拋擲物件、粗言穢語或行為不檢。  
Throwing objects, employing foul language and behaving in a disorderly manner in the Gallery are prohibited.
10. 未經本館職員許可，參觀者／使用者不得在館內展示橫額、彩旗、宣傳單張或任何形式之廣告。  
No banners, buntings, flyers or publicity materials of any kind shall be displayed in the Gallery without the permission of Gallery staff.
11. 未經本館職員許可，參觀者／使用者不得在館內使用揚聲器。  
No loudhailers shall be used in the Gallery without the permission of Gallery staff.
12. 未經本館職員許可，參觀者／使用者不得在館內派發推廣資料、紀念品及贈品。  
No promotional materials, souvenirs and give-away items shall be distributed in the Gallery without the permission of Gallery staff.
13. 參觀者／使用者不得故意妨礙任何正在執行職責的職員，或故意妨礙、騷擾、干擾或煩擾任何其他正在使用本館或其設施的參觀者／使用者。  
No person shall wilfully obstruct any member of the staff in performing his duty or wilfully obstruct, disturb, interrupt or annoy any other person in using the Gallery or of any of the facilities provided therein.

14. 參觀者／使用者不得故意在展覽館內的任何牆壁、門戶、傢具、裝置、書籍、資料、其他物件或任何展品上塗寫或劃上記號，或將其弄污、銷毀或以其他方式損壞。倘因違反本守則而造成本館的牆壁、門戶、傢具、裝置、書籍、資料、其他物件或任何展品遺失、損毀，或招致本館負擔額外的開支，參觀者／使用者均須作出賠償。參觀者／使用者須繳付的數額相當於展覽館負責人認為足以重新添置或維修該項展品所需的款項。  
No person shall wilfully write upon, mark, soil or otherwise damage in any way whatever or destroy any wall, door, furniture, fitting, publications, materials or other thing in the Gallery, or any exhibit. Visitors/users shall indemnify the Gallery against any losses, damages or expenses incurred to the Gallery arising from a breach of these guidelines. A charge will be made for any Gallery exhibit lost or damaged, which will be such sum as the Gallery staff considers necessary to replace the exhibit or set of exhibits which the Gallery exhibit forms a part.
15. 除得到規劃署許可外，參觀者／使用者不得向本館借取任何展品。  
No person shall borrow any exhibit from the Gallery except in accordance with a permit granted by the Planning Department.
16. 本館已安裝電子書籍防盜系統，所有書籍及資料只限於館內閱覽，未經許可，請勿攜帶任何書籍及資料離開本館。所有資料均屬參考性質，本館無法監管它們的內容或其資料的準確性，也不對此承擔任何責任。  
The Gallery is installed with Electronic Book Security System. All publications and materials must only be viewed or used in the Gallery. No publications and materials shall be taken out from the Gallery. All materials are for reference only. The Gallery cannot control, nor is responsible for the accuracy or content of the information contained in the publications.
17. 有版權的作品均受「版權條例」(香港法例第 528 章)所保護。有關「版權條例」(香港法例第 528 章)條文，可透過互聯網瀏覽政府網頁查閱或向櫃檯職員借閱。  
Please respect copyright and do not infringe any copyright when making photocopies. All copyright works are protected by the “Copyright Ordinance” (Cap 528 of the Laws of Hong Kong). Users may consult the webpage of the HKSAR Government for details of the “Copyright Ordinance” (Cap 528 of the Laws of Hong Kong) on the internet or borrow a copy of the Ordinance from counter staff at the counter.
18. 在使用本館的資料時，如有觸犯任何侵犯版權法或其他法律的行為，本館概不負責。  
The Gallery shall not be held responsible for any infringement of intellectual property rights or other laws which a user may commit in making use of materials made accessible through the Gallery.
19. 參觀者／使用者可於本館使用個人電腦，惟館內不設電力供應服務，請自備乾電池。  
Personal computers may be used. Please use your own batteries for the operation of personal computer. There is no electricity supply service for personal computers in the Gallery.
20. 基於保安理由，本館職員有權要求參觀者／使用者離開前出示所攜帶物品。  
For security reason, the Gallery staff, if required, reserves the right to request users to show their belongings for inspection before leaving.
21. 本館職員有權要求沒有適當及正確使用本館設施、展品和資料，或滋擾其他參觀者／使用者的人士停止有關活動或離開展館。  
The Gallery staff reserves the right to ask any person not using the Gallery facilities, exhibits or materials properly and correctly to stop their activities or leave the Gallery.
22. 如當日參觀人數太多，本館將因應展覽館可容納人數，按先到先得方法安排參觀者／使用者入場。  
If there are too many visitors at the Gallery, we will arrange the admission on a first come, first served basis according to the capacity of the Gallery.
23. 請小心保管隨身攜帶之物件，如有任何遺失或損壞，本館概不負責。  
Please do not leave your belongings unattended. The Gallery is not responsible for the safe custody and/or loss of personal property brought to and/or left in the Gallery.

24. 惡劣天氣展覽館開放情況

Inclment Weather Arrangements

8 號或以上熱帶  
氣旋警告訊號:  
Typhoon sign  
No. 8 or above

展覽館將會關閉。倘若 8 號或以上熱帶氣旋警告訊號除下時，距離展覽館閉館時間不足兩小時，當日將不會開放。  
The Gallery will close. If the signal is lowered less than 2 hours before the normal closing time, the Gallery will remain closed that day.

黑色暴雨警告:  
Black rainstorm  
warning:

若展覽館經已開放，則開放時間維持不變。若黑色暴雨警告在展覽館開放前經已生效，展覽館將不會開放，直至黑色暴雨警告除下。倘若除下時距離展覽館閉館時間不足兩小時，當日將不會開放。  
If the warning is issued during normal opening hours, the Gallery will remain open. If the warning is issued before the gallery opens, the gallery will be closed until the warning is cancelled. If the warning is cancelled less than 2 hours before normal closing hours, the Gallery will remain closed that day.

25. 本館保留權利及絕對酌情權隨時改變、更改、增補、刪除、暫時停載、修訂及更新此場地守則而無須給予任何理由及預先通知。

This Gallery reserves the right and is entitled to change, alter, add, delete, suspend, revise and update all information on this "House Rules" at any time at its absolute discretion without giving any reasons and prior notice.