



Fanling North Community Liaison Centre Notes for Visitors

Please read the following notes carefully before visiting the Fanling North Community Liaison Centre (CLC). Opening hours may be adjusted due to special events. Visitors are advised to contact the CLC at 3686 1264 prior to the visit during office hours.

1. The CLC is open to the public free of charge. Visitors under the age of 12 must be accompanied by an adult.
2. Visitors are required to register at the reception desk, follow instructions of the CLC staff, and stay within designated areas throughout the visit.
3. Drinking, eating, smoking, running or yelling is not allowed in the CLC.
4. Please do not litter or spit to keep the CLC clean.
5. Excepting guide dogs, no animals are allowed in the CLC.
6. Visitors may take photos inside the CLC for personal use, but flash lights, selfie accessories and tripods are not allowed.
7. Video and audio recorders or any other reproduction equipment must not be used in the CLC without prior approval.
8. Visitors should turn their mobile phones or other alarm devices to silent mode. If visitors must use their mobile phones, please lower the volume.
9. No loudspeaker shall be used during the visit without prior approval.
10. In order to protect the exhibits, please do not touch, move or lean on any exhibits unless otherwise instructed. Visitors are advised to keep a safe distance from all exhibits and showcases.
11. Visitors should not obstruct any CLC staff in performing their duties or cause nuisances to others, otherwise the CLC staff has the right to ask the relevant visitors to leave immediately.
12. All materials must only be viewed or used in the CLC and shall not be taken away from the CLC.
13. Visitors are deemed to have given consent for the CLC to display photos and video recordings taken during the visit for any purpose, including promotion and publicity.
14. If visitors feel unwell or need assistance, please inform the CLC staff immediately.
15. The CLC is equipped with closed-circuit television cameras for 24-hour recording and monitoring. The CLC is authorized to view the video tapes, and the video tapes may be passed to a third party as considered necessary by the CLC for security, crime prevention and venue management purposes.



16. Visitors should take care of their personal belongings. The CLC is not responsible for any loss or damage of personal property.
17. The CLC is exempted from all the liabilities of claims, costs, damages and expenses in respect of any damage, injury or loss to the visitors or their properties occasioned by or in any way arising from the visit or any purpose pertaining to or associated with the visit.
18. Visitors who violate rules of the CLC and thus cause loss of / damage to CLC's facilities or other items may be required to compensate for replacement or repair at reasonable rate.
19. Visitors are required to place their umbrellas in carrying cases or umbrella stands in the CLC on rainy days.
20. In case of fire or sudden bad weather, visitors should remain calm and follow instructions of the CLC staff to evacuate and/or take shelter in a safe place.
21. The CLC has the right to deny admission or to ask visitors to leave the CLC immediately if visitors refuse to observe the above notes. The CLC also reserves the right to refuse applications from the relevant visitors for future activities.