



Application Notes

Please read the following information carefully before submitting your application:

1. All of the activities will be conducted in either Cantonese or English.
2. Once confirmed, the reservation cannot be cancelled. The teacher(s)-in-charge is/are required to attend a pre-lab meeting at least two months before the event date at our headquarter, Ho Yu College and Primary School to confirm the details of the event in order to prepare teaching materials accordingly.
3. Teachers-in-charge must ensure students follow the instructions of the MobileLab Teaching Staff and properly use lab equipment. If any equipment is damaged due to mishandling of students, the Program reserves the right to take necessary actions.
4. The Program staff will take photos during the event and send the photos to the teacher-in-charge. Photographs of participants will be used by the Program for educational or promotional purposes.
5. The Program reserves the copyright of all teaching materials. During the event, no voice recording, photographing or video recording is allowed.
6. The Service Fees are normally revised by late July, and will be updated on the official website. Should you have any inquiries, please contact us before application. A quotation will be sent to the teacher-in-charge upon the receipt of application form for confirmation of the service.
7. In case of disputes, the Program reserves the right of final decision.
8. If the event is inevitably cancelled due to unforeseen circumstances (i.e. bad weather, traffic conditions, etc), the Program will arrange a postponed date with the teacher-in-charge. The postponed date must be within 3 months of the original date.

9. Arrangements under bad weather conditions can be referred to the following table
(Note: cancellation of the event will depend on announcements by the Education Bureau) :

Weather Conditions	Arrangements
Rainstorm or Thunderstorm Signal	
Amber Rainstorm Signal or Thunderstorm Signal	Event will be held as scheduled.
Red Rainstorm Signal	Event will be held as scheduled unless the Education Bureau announces school to be cancelled.
Black Rainstorm Signal	
● Issued 3 hours before the event	Event will be cancelled. MobileLab staff will discuss postponing the event with teacher-in-charge.
● Issued during the event	Event will proceed as scheduled.
● Cancelled 3 hours before the event or changed to Amber or Red Rainstorm Signal	Event will be held as scheduled unless the Education Bureau announces school to be cancelled.
Tropical Cyclone Warning Signal	
Tropical Cyclone Warning Signal 1 or 3	Event will be held as scheduled.
Tropical Cyclone Warning Signal 8 or above	
● Issued 3 hours before the event or when the Observatory considers issuing higher warning signals	Event will be cancelled. MobileLab staff will discuss postponing the event with teacher-in-charge.
● Issued during the event	Event will be cancelled.
● Cancelled 3 hours before the event or changed to Tropical Cyclone Warning 3 or below	Event will be held as scheduled unless MobileLab Staff, teacher-in-charge, event organizers or the Education Bureau announces school to be cancelled.