

Aims of SPCA talks

“Respect for life begins with concern for Animals”. At the SPCA, we believe education is an important means of cultivating an individual’s respect for life and love of animals, and helps raise an awareness of animal welfare issues. Our talks are designed so that participants can develop a concern for animals, learn about their needs and feelings, and give careful thought to their well-being. We believe that caring for animals encourages respect for humans as well. We welcome you to join us on a tour of our facilities – or to have us deliver a lecture off-site – and learn to become a more caring and considerate person.

(A) Visit to SPCA (HK) Headquarters

Guided tours (Approximate 75 minutes per visit)

- ◆ Tuesday to Saturday* : 11:00 – 12:45 / 15:00 – 17:30 (any 75 min. booking)
- ◆ Closed on Sundays and Public Holidays

*On specific Saturdays every month (please contact our staff for details)

Venue: 5 Wan Shing Street, Wanchai, Hong Kong

No. of participants: Maximum 36 people (including staff)

Age: 3 years old or above

Fee: HK\$800

Rundown: Our presentations focus on explaining the concept of animal welfare, the responsibility involved in looking after pets and some of the wider aspects of animal well-being. An optional tour of the Homing Department follows, which illustrates the sad situation that many animals (dogs, cats, rabbits and hamsters, etc.) find themselves in when unkindly abandoned by their owners. We hope this will help visitors reflect on the public’s current general poor attitude towards animals and the community.

(B) Invite a SPCA (HK) lecturer to your school or organization

Time : The visit is approximately 60 minutes, including the presentation and Q & A session. We may also play some videos for sharing.

Venue : Arranged by the school or organisation

No. of participants : No less than 50 people (Maximum about 400 people)

Age : 3 years old or above

Fee : HK\$1000

Organisers need to provide the following:

- ◆ 2 microphones
- ◆ An LCD projector and screen
- ◆ A computer

*Animal visit may be arranged on request depends on specific occasions but not guaranteed.

Application starts **3 months** prior to the visit month (**4 months** prior to visits in July and August).

For further inquiries, please contact the Education Department on 2232 5541 or 2232 5526 during office hours (Mon-Fri: 9am - 1pm and 2pm - 6pm). Please fax your Application Form to 3003 6550.

APPLICATION FOR TALKS

Contact Information

Name of organisation			
Person-in-charge		Tel no.	
E-mail address		Fax no.	
Address			

*Details of Talk (Please call 2232 5541 or 2232 5526 for reservation)

<input type="checkbox"/> Visit to Headquarters (\$800)	<input type="checkbox"/> Invite a lecturer (\$1000)	Medium of instruction	<input type="checkbox"/> Cantonese <input type="checkbox"/> English
Date of talk		Time	
No. of participants	(Including staff: _____)	Age	

*Payment Method *Must pay in advance 2 weeks prior to the scheduled talk.*

Fee	<input type="checkbox"/> In-house visit (\$800 per section) x ___ section(s) = \$ _____	<input type="checkbox"/> Out-talk (\$1000 per section) x ___ section(s) = \$ _____	<input type="checkbox"/> Donation \$ _____
<input type="checkbox"/> Request for an invoice (will only be issued before the payment is made)			
<input type="checkbox"/> Cash (Must pay in person at the Wan Chai Headquarters)			
<input type="checkbox"/> Crossed cheque payable to "SPCA (HK)" *Write the organisation name, date of talk and invoice no. (if any) on the back of the cheque. *Send your cheque to: Education Department, SPCA (HK), 5 Wan Shing Street, Wan Chai, HK			
<input type="checkbox"/> Credit card (Please debit my credit card account for HK\$ _____)			
<input type="checkbox"/> VISA <input type="checkbox"/> Master <input type="checkbox"/> AE <input type="checkbox"/> Diners Credit card no. _____ Expiry date _____ (mm/yy) Cardholder's name _____ Cardholder's signature _____			

Data collected will be used to keep you updated about the latest news of the SPCA's programmes, events and animal welfare work. If you do not wish to receive the information, please the box.

Remarks:

1. **Please call for reservation before faxing the application form to us (fax no. 3003 6550) or mailing to the address stated above at least one month before the event day.**
2. The application is confirmed by receiving our confirmation notice, the payment *must be settled two weeks prior to you visit (1 month prior to summer bookings)*. In cases of financial constraint, organisations may apply for a fee reduction or waiver.
3. If the application has already been accepted and the school/organisation cancels the talk for reasons other than weather, an administrative fee of HKD100 will be charged.
4. If any changes need to be made to your reservation, please notify us *at least two weeks prior to your visit*.
5. If the school/organisation cancels the talk on the day of visit for reasons other than weather, no refund will be made.
6. Bad weather and typhoon arrangements: Please follow the Education Bureau guidelines to schools (if applicable). In the event that a talk is cancelled due to bad weather or a typhoon, you may reschedule the talk with the Society (the re-scheduled date should be within the financial year) or ask for a full refund of the fees already paid.
* The SPCA (HK) reserves the rights on final decision and interpretation of above remarks.

*CONFIRMATION NOTICE (FOR OFFICE USE ONLY)

SPCA(HK) has accepted your application, and hereby confirms the following details with you:

Date		Time	
Venue	SPCA (HK) Headquarters (5 Wan Shing Street, Wanchai, Hong Kong) / _____		
Age		No. of participants	
Invoice no.		Date of application	
Amount received		Receipt no.	

Thank you very much for your interest in our Education Talk.

Before you come to our centre, we would like to draw your attention to the arrangements we have in place to ensure the safety and comfort of all visitors as well as minimising any potential disturbance at what is a small venue.

Terms & Conditions for Visits

We ask that you please:

1. Call the Education Department on 2232 5526 / 2232 5541 a few minutes before you reach the centre so that we can come down and receive your group.
2. Ensure that your students are quiet and disciplined at all times. There is heavy traffic at the centre.
3. Do not bring any animals with you to our education talk, whether they have been adopted from the SPCA or not. This is to ensure hygiene in the classroom and the safety of animals and visitors alike.
4. Avoid wearing light up shoes to the centre.
5. Do not eat or drink during the visit.
6. Do not use flash photography in the homing department. It frightens some animals.
7. Do not poke anything into the animals' rooms when visiting.
8. Notify our staff well before you come if you require any special arrangement or have a particular request.
9. Follow the instructions of our staff during the whole visit.

We greatly appreciate your cooperation and hope you will enjoy your visit with us!

Our location:

