



PERMOHONAN PENGGUNAAN KEMUDAHAN SUKAN
(APPLICATION FOR USE OF SPORTS FACILITIES)

A. MAKLUMAT PEMOHON (APPLICANT INFORMATIONS)

NAMA (NAME)			
ALAMAT (ADDRESS)			
NO. PELAJAR/STAF (STUDENT/STAFF NO.)			
NO. TELEFON (TELEPHONE NO.)			
NO. FAKS (FAX NO.)			
E-MEL (E-MAIL)			
AGENSI (AGENCY)			

B. BUTIRAN TEMPANAH (APPLICATION DETAILS)

PROGRAM/AKTIVITI (PROGRAMME/ACTIVITY)			
TARIKH (DATE)	Dari (From)		Hingga (Until)
MASA (TIME)	Dari (From)		Hingga (Until)
BUTIRAN TARIKH/MASA *Sekiranya berkaitan (DATE/TIME DETAILS *if relevant)			
JENIS/VENUE FASILITI (TYPES/VENUE FACILITIES)			
BILANGAN PENGGUNA (NUMBER OF USERS)			

C. PERAKUAN PEMOHON (APPLICANT'S ACKNOWLEDGEMENT)

Universiti Putra Malaysia serta bertanggungjawab sepenuhnya ke atas segala kemudahan dan peralatan yang digunakan termasuk kebersihan di kawasan persekitaran. Akademi Sukan Universiti Putra Malaysia berhak menuntut gantirugi di atas kerosakan/kehilangan, venue/peralatan semasa tempoh penggunaan saya serta berhak meminta saya untuk meninggalkan/mengosongkan kawasan fasiliti sekiranya didapati melanggar mana-mana syarat/peraturan yang telah dinyatakan. Pihak Universiti Putra Malaysia dan Pengurusan tidak akan bertanggungjawab di atas segala kecuaian dan kemalangan yang menimpa dan berlaku kepada pengguna. Sebarang pertanyaan lanjut, sila hubungi **Encik Nor Azmi bin Hj. Sulaiman di talian 03-9769 1282/8592 (Unit Fasiliti & Operasi Sukan, Akademi Sukan UPM)**.

I (as the nominee above) agree to abide rules and regulations as stated by the UPM Sports Academy and will fully responsible to all facilities and equipments used including the cleanliness of surrounding area. UPM Sports Academy have the right to claim damages/losses of venue/equipments during my period of use and also entitled to ask me to leave/vacate facility area if found to be in breach of terms and condition already stated. The Universiti Putra Malaysia and the Management will not be responsible for any negligence and accidents that befall the users. For more info, please contact Mr. Nor Azmi bin Hj. Sulaiman on line 03-9769 1282/8592 (Sports Facilities & Operation Unit, UPM Sports Academy).

Saya dengan ini bersetuju dan memahami segala syarat dan peraturan serta kadar bayaran yang dikenakan.
I agree and understand the terms and condition with the rate of payment charged.

Tandatangan (Signature)

Tarikh (Date)

Nota: Untuk pelajar, sila lampirkan surat kelulusan aktiviti. (Note: For students, please attach an activity approval letter.)

D. KADAR BAYARAN SEWAAN KEMUDAHAN (FACILITY RENTAL PAYMENT RATE)

Jenis/Venue Fasiliti (Types/Venue Facilities)				
Kadar Sewaan (Rental Rate)	<input type="checkbox"/>	Tiada Pembayaran	<input type="checkbox"/>	Pembayaran
Jumlah Bayaran (Total Payment)				
Catatan (Note)				

E. PENGESAHAN PENYELARAS/KETUA UNIT (COORDINATOR/HEAD OF UNIT VALIDATION)

Telah Disemak

Tandatangan & Cop Rasmi
(Signature & Official Stamp)

Tarikh (Date)

*Rujuk syarat permohonan di muka surat 3 (Refer to the application requirement on page 3)

F. KELULUSAN TIMBALAN PENGARAH / KETUA UNIT

Diluluskan (Approved)

Tidak diluluskan (Not approved)

Atas alasan (with the reason of) : _____

Tandatangan & Cop Rasmi
(Signature & Official Stamp)

Tarikh (Date)

*Pegawai yang meluluskan Timbalan Pengarah atau Ketua Unit sahaja

SYARAT DAN PERATURAN AM PENGGUNAAN KEMUDAHAN SUKAN
(GENERAL TERMS AND CONDITIONS OF USE OF SPORTS FACILITIES)

1	Penggunaan adalah diutamakan kepada pelajar dan staf Universiti Putra Malaysia termasuk tempahan dari Akademi Sukan UPM. <i>(Use is priority preferred to students and staff of Universiti Putra Malaysia (including booking from UPM Sports Academy))</i>
2	Semua pengguna hendaklah membuat tempahan di Pejabat Unit Fasiliti Sukan dan Operasi Sukan, Akademi Sukan UPM. <i>(All users must make a reservation at the Sports Facilities Section Office, UPM Sports Academy)</i>
3	Semua pengguna diminta menunjukkan borang tempahan sebagai bukti apabila diminta oleh petugas Akademi Sukan UPM atau Pengawal Keselamatan UPM. <i>(All users are required to show the booking form as proof when requested by the UPM Sports Academy staff or the UPM Security Guard)</i>
4	Pengguna bertanggungjawab ke atas kebersihan di kawasan kemudahan sukan sepanjang tempoh penggunaan. <i>(Users are responsible for cleanliness in the area of sports facilities throughout the period of use)</i>
5	Akademi Sukan UPM berhak membatalkan tempahan pengguna tanpa sebarang notis. <i>(UPM Sports Academy reserves the right to cancel user bookings without any notice)</i>
6	Gantirugi akan dituntut dari pengguna jika berlaku sebarang kerosakan, kemasuhan atau kehilangan terhadap kemudahan sukan yang telah digunakan termasuk peralatan. <i>(Compensation will be claimed from the user in the event of any damage, destruction or loss to sports facilities that have been used including equipment)</i>
7	Petugas Akademi Sukan UPM berhak melarang atau menghentikan penggunaan terhadap mana-mana pengguna yang melanggar syarat dan peraturan. <i>(UPM Sports Academy staff has the right to prohibit or stop the use of any user who violates the terms and conditions)</i>
8	Pengguna hendaklah mematuhi segala syarat dan peraturan yang ditetapkan, atau arahan petugas Akademi Sukan UPM dari masa ke semasa. <i>(Users must comply with all conditions and rules set, or instructions of UPM Sports Academy staff from time to time)</i>
9	Akademi Sukan UPM tidak akan bertanggungjawab di atas sebarang kecuanian, kecederaan, kemalangan atau kehilangan semasa penggunaan kerana ia adalah tanggungjawab pengguna. <i>(UPM Sports Academy will not be responsible for any negligence, injury, accident or loss during use as it is the responsibility of the user)</i>
10	Sebarang pertanyaan sila hubungi Pejabat Seksyen Fasiliti Sukan, Akademi Sukan UPM ditalian 03-97691282 semasa waktu pejabat sahaja. <i>(Any inquiry please contact the Sports Facilities Section Office, UPM Sports Academy at 03-97691282 during office hours only)</i>

SENARAI JENIS DAN FASILITI SUKAN DI AKADEMI SUKAN UPM
(LIST OF SPORTS TYPES AND FACILITIES AT UPM SPORTS ACADEMY)

1	Trek olahraga di Stadium (<i>Athletic track at Stadium</i>)
2	Padang olahraga di Stadium (<i>Athletic field at Stadium</i>)
3	Lapang sasaran memanah di Stadium (<i>Archery shooting range at Stadium</i>)
4	Padang sintetik mini di Stadium (<i>Mini synthetic pitch at Stadium</i>)
5	Gelanggang serbaguna terbuka di Stadium (<i>Outdoor multipurpose court at Stadium</i>)
6	Mini astro turf hoki di Stadium (<i>Hockey mini astro turf at Stadium</i>)
7	Gelanggang badminton di Dewan Serbaguna (<i>Badminton court at Multipurpose Hall</i>)
8	Gelanggang sepak takraw di Dewan Serbaguna (<i>Takraw volley court at Multipurpose Hall</i>)
9	Gelanggang skuasy di Dewan Serbaguna (<i>Squash court at Multipurpose Hall</i>)
10	Ping pong di Dewan Serbaguna (<i>Table tennis at Multipurpose Hall</i>)
11	Gimnasium bebanan di Dewan Serbaguna (<i>Load gymnasium at Multipurpose Hall</i>)
12	Gimnasium kecergasan di Dewan Serbaguna (<i>Fitness gymnasium at Multipurpose Hall</i>)
13	Padang Bolasepak di Stadium (<i>Football field at Stadium</i>)
14	Padang Bolasepak A (<i>Football Field A</i>)
15	Padang Bolasepak B (<i>Football Field B</i>)
16	Padang Bolasepak C (<i>Football Field C</i>)
17	Padang Bolasepak D di Kolej Serumpun (<i>Football Field D at Serumpun College</i>)
18	Padang Bolasepak E di K10 (<i>Football Field E at K10</i>)
19	Padang Ragbi A (<i>Rugby Field A</i>)
20	Padang Ragbi B (<i>Rugby Field B</i>)
21	Padang Sofbol - Sintetik/Rumput (<i>Softball Field - Synthetic/Grass</i>)
22	Padang Bola Jaring berdekatan CIMB (<i>Netball Field nearby CIMB</i>)
23	Padang Serbaguna B berdekatan padang kawad (<i>Multipurpose Field B nearby parade ground</i>)
24	Padang Serbaguna K10 (<i>Multipurpose Field K10</i>)
25	Gelanggang Futsal berdekatan KMR OnePutra Residence (<i>Futsal Court nearby KMR OnePutra Residence</i>)
26	Gelanggang Bola Keranjang di Astaka Seni (<i>Basketball Court at Astaka Seni</i>)
27	Gelanggang Bola Tampar di Astaka Seni (<i>Volleyball Court at Astaka Seni</i>)
28	Gelanggang Tenis di Kompleks Tenis (<i>Tennis Court at Tennis Complex</i>)
29	Gelanggang Petanque berdekatan Kompleks Tenis (<i>Petanque Court nearby Tennis Complex</i>)
30	Gelanggang Futsal di Kolej Serumpun (<i>Futsal Court at Serumpun College</i>)
31	Gelanggang Bola Jaring di Kolej Serumpun (<i>Netball Court at Serumpun College</i>)
32	Kolam Renang di Kompleks Renang (<i>Swimming Pool at Swimming Complex</i>)