

King Yin Lei Docent Services

Notes to Applicants and Rules for Visits

1. Each application can apply for two seats at a time. No group application is available at the moment.
2. Applicants are required to provide contact information, including name, HKID or travel document number, telephone number, email address and emergency contact point. Applications with incomplete information or successful applicants bringing additional participant(s) on site will not be accepted.
3. To enable more people to participate in the guided tour, applicants and participants are not allowed to make duplicate booking for the same guided tour session.
4. As quotas are limited, successful applicants who cannot join the guided tour please inform us to cancel the appointment as soon as possible, so that the quota can be released to applicants on the waiting list.
5. Children under the age of 12 should be accompanied by adults.
6. The revitalisation works for King Yin Lei have not commenced yet. The original layout and staircases in the mansion are kept, and no barrier-free access is currently available. Individuals with disabilities or special needs may access to the garden and the courtyard to appreciate the building from the outside. Applicants should assess their own as well as their participants' health conditions and consider whether it is necessary to be accompanied and assisted by care takers before making application for the guided tour. Participants are responsible for their own safety during the tours.
7. Real-name registration is required for the application. Successful applicants are required to present the confirmation email or their identification document to venue staff members for checking upon the entry or at any other time when requested by the venue staff members.

Enrolment on site or any additional participant who has not received a confirmation email will not be accepted.

8. Successful applicants must arrange his / her own transportation to arrive at and depart from King Yin Lei. No parking space is available at the venue.
9. Participants are required to arrive at the assembly point on time. Lateness will not be accepted.
10. Please note that loud speaker may be used by docents during the tours.
11. During the guided tour, participants should take care of their own safety and personal belongings, and follow the instructions given by venue staff members. Entry into forbidden areas (e.g. fenced-off areas) are not allowed for the sake of participants' safety. The Commissioner for Heritage's Office ("CHO") will not be responsible for any loss or damage of personal belongings or injury of the participants.
12. Participants are not allowed to eat, drink and smoke in the venue, except for drinking water or taking medication.
13. Participants shall not bring any glass containers or other dangerous items into the venue. Venue staff members can inspect the personal belongings of the participants.
14. Please treasure heritage. Do not perform acts that could harm the venue and exhibits during the visit (e.g. pounding on glass panels, operating doors and windows, moving or using the furniture on display, etc.). CHO reserves the rights to claim compensation for any loss or damage.
15. Any person who disrupts the docent services or their activities will be evited.
16. To ensure smooth delivery of guided tours, participants are not allowed to use drone or tripod for photo-taking or video shooting.

17. Participants are not allowed to bring along animals except guide dogs accompanying visually impaired visitors.
18. Participants are not allowed to use the guided tours for profit-making or non-profit-making purposes without approval by CHO, such as street performances, outdoor shows, commercial photography and videography, etc. Venue staff members have the rights to refuse entry of any participants or ask them to leave the site immediately if they refuse to abide by the rules.
19. Please note the special arrangements of the guided tours under inclement weather conditions.
20. CHO reserves the rights of the final decision on the arrangements of the guided tours. All the personal data collected is solely used for processing the applications.
21. For enquiries, please call 2906 1560 during office hours Office hours (from 9:30 am to 1:00 pm and 2:00 pm to 5:30 pm, Mondays to Fridays).