



## Introduction to the YMCA Macau Hostel

- 1) **Location:** The YMCA Macau Hostel is located at Son Peng Building, 3 Rua do Volong. Situated at the commercial and shopping centre of Macau along Avenida do Conselheiro Ferreira de Almeida, the hostel is convenient to visitors for sightseeing, dining and shopping. Many landmarks and attractions are neighbours to the hostel, such as the Ruins of St Paul's and the St Dominic's Church, which are within 10 to 15 minutes walking distance. Walking from the hostel, you may also reach the Grand Lisboa, Wynn Macau, Flora Garden or the leisure areas on Guia Hill in 20 to 25 minutes. There are also schools and church organisations nearby for exchange activities and visits.

All facilities and supplies are available in the area with options of Thai, Portuguese, Italian, Shanghai and Cantonese cuisines at different prices. For necessities and services, there are 24-hour convenient stores, supermarkets, wet markets, photo processing stores, barber shops and banks just next door for your convenience.

- 2) **Transportation:** Situated at the urban centre, you can simply take a taxi to the ferry terminal in 15 minutes, or the Barrier Gate in 25 minutes. Guests of the hostel may also take a bus at the nearby public bus stops for all locations in Macau.
- 3) **Facilities:** The hostel provides an activity room on the third floor, and guest rooms on the other five floors, offering a quiet and comfortable environment. It can accommodate up to 52 guests per day with three 12-bedded rooms, one 10-bedded room, one 4-bedded room and one 2-bedded room. All floors are provided with hot water bathrooms, WIFI network and air conditioning. Television, fridge and microwave oven are provided for use at the activity room for free.
- 4) **Services:** The hostel keepers are responsible for the administration and management of the hostel.
- 5) **Charge rates:** MOP200 per person per night (weekdays); MOP220 per person per night (Friday, Saturday, public holidays and festive days)
- 6) **Contacts:**  
Contact address: Avenida do Ouvidor Arriaga, n.º 70-A, Edifício Fortune Tower, 1.º andar, esq., Macau

Tel: (853)28302600

Fax: (853)28302914

e-mail : [secretariat@ymca.org.mo](mailto:secretariat@ymca.org.mo)

website : [www.ymca.org.mo](http://www.ymca.org.mo)



# Booking procedures and important notes

## Booking

- 1) The YMCA Macau Hostel is only open for bookings from organisations, such as registered associations, churches, schools and commercial institutions.
- 2) Any person staying at the hostel must be a member of YMCA of Macau. Any non-member who wants to stay at the hostel must apply for temporary membership free of charge.
- 3) A booking from any organisation for any specified day must be for a group of at least six persons. A booking form must be completed and returned to YMCA of Macau by post, fax or e-mail at least 20 days prior to the check-in day.
- 4) After the booking is approved, the applicant must pay the required fees to YMCA of Macau for confirmation 14 days prior to the check-in day, or the booking will automatically be deemed to be abandoned. For payment by cheque, please issue the cheque to the order of "YMCA of Macau".

## Booking alteration

- 1) In case more guests will check-in than the number indicated in the original booking, an application must be submitted to YMCA of Macau 7 days prior to the check-in day. Upon approval, all additional charges must be paid. Check-in of additional guests on the spot will not be entertained.
- 2) For cancellation of all bookings or part of the bookings, please apply in person at the office of YMCA of Macau at least 7 days prior to the check-in day, and bring along the booking form and the payment receipt for verification.
- 3) For booking cancellations due to Typhoon Signal no.3 or above is hoisted, please bring along the booking form and payment receipt to YMCA of Macau within 7 days for rescheduling the check-in day or refund. Late requests will not be processed.
- 4) To postpone the check-in day, please apply 7 days prior to the check-in day of the original booking. Late applications will not be entitled to refund. Any booking cannot be postponed more than once. YMCA of Macau reserves the rights to approve or reject any application for postponement.

## Boarding

- 1) The reception of the hostel is open for check-in from 2:30pm to 5:30pm and 9:00pm to mid-night. The check-out time is 11:00am or before.
- 2) All boarding members must follow the instructions of the hostel keepers and observe the boarding regulations.
- 3) The hostel keeper reserves the rights to terminate an organisation's rights of enjoying the hostel's facilities if any boarding member from that organisation fails to observe the hostel keeper's instructions or the boarding regulations, and refuses to follow the keeper's advice after being warned.
- 4) If Typhoon Signal no.3 or above is hoisted during the boarding period, the person-in-charge of the boarding group may decide whether they should leave the hostel. If the group has to leave before the scheduled boarding period ends in such circumstances, the balance of unused boarding fee can be refunded.

- 5) If Typhoon Signal no.3 or above is still hoisted by the Meteorological and Geophysical Bureau of Macau by noon on the scheduled check-in day, guests who are Macau residents should not check-in, while groups visiting Macau should call YMCA of Macau for further arrangements.

### **Important notice**

- 1) YMCA of Macau reserves the rights to reject any booking application without giving any reason.
- 2) YMCA of Macau reserves the rights to cancel any approved booking application by notifying the applicant promptly and refunding all paid fees.
- 3) YMCA of Macau reserves the rights to determine the number of groups sharing the hostel facilities on the same day without the consent of the boarding groups.
- 4) Any alteration or adjustment to the regulations and charge rates will be effective according to the latest announcements by YMCA of Macau.



# Booking form for YMCA Macau Hostel

Applicant (organisation): \_\_\_\_\_ Person-in-charge: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ e-mail address: \_\_\_\_\_

Boarding period: From \_\_\_\_\_ (dd/mm/yy) to \_\_\_\_\_ (dd/mm/yy)

Boarding period		Number (male)	Number (female)	Total number of guests	Boarding members		
Check-in (dd/mm)	Check-out (dd/mm)				Age	Male	Female
/	/				18 or below		
/	/				18 - 60		
/	/				Over 60		
Other requirements:					Total		

All members of our organisation agree to observe the hostel's boarding regulations and the instructions of the hostel keepers, and to hold ourselves responsible for any accident occurs during the boarding period.

All members of our organisation agree to be members of YMCA of Macau during the boarding period. All non-members agree to provide their boarding registration information for applying to become temporary members of YMCA of Macau.

Organisation chop: \_\_\_\_\_ Signature of person-in-charge: \_\_\_\_\_

Date of application: \_\_\_\_\_

### Important notes:

- 1) Booking form must be completed and submitted at least 20 days prior to the check-in day. Late bookings will not be processed.
- 2) Boarding fee must be paid at least 14 days prior to the check-in day. (For payment by cheque, please issue the cheque to the order of "YMCA of Macau")
- 3) Check-in time: 2:30pm to 5:30pm and 9:00pm to mid-night; Check-out time: 11:00am or before.
- 4) Any alteration or adjustment to the regulations and charge rates will be effective according to the latest announcements by YMCA of Macau. Applicants must pay the balance if applicable according to the new regulations.
- 5) For any special request by the applicant, such as special arrangements of rooms, please complete the "Other requirements" block.

For official use	
Booking approved [    ]	Booking rejected [    ]
Boarding fee: _____	
Date: _____	Approved by (signature): _____
Payment received by: _____ Receipt no. _____ Date: _____	



## Boarding regulations of YMCA Macau Hostel

- 1) All boarding members must follow the instructions of the hostel keepers and observe the boarding regulations.
- 2) The reception of the hostel is open for check-in from 2:30pm to 5:30pm and 9:00pm to mid-night. The check-out time is 11:00am or before.
- 3) The keys and passwords for accessing the hostel facilities are exclusive for boarding members' use. They must be properly kept and must not be transferred or disclosed to any third party who is not a boarding member.
- 4) Boarding members are not allowed to alter room arrangement or relocate any furniture without permission.
- 5) Boarding members must take care of their personal belongings. The hostel shall not be liable for any loss of properties.
- 6) Eating, smoking and alcohol drinking are not allowed inside the hostel rooms. Please keep clean.
- 7) Boarding members must be well behaved. Except for staying inside the guest room, boarding members should not be in pajamas in public areas. Please do not enter the room(s) of the opposite gender.
- 8) All activities should stop and keep quiet during the bedtime from 11:00pm onward.
- 9) Gambling or any activity violating the laws of Macau is strictly forbidden. Any boarding member participating in any activity that causes disturbance of public order shall be held liable for all legal consequences.
- 10) The activity room on the third floor is for common use. Boarding members shall share the facilities with courtesy and a spirit of serving the Lord, and give priority to those in urgent need.
- 11) To support environmental protection and energy saving, please make sure the lights, water taps, air conditioners and boilers are properly turned off after use or before leaving the room.
- 12) Please take good care of the facilities and equipment of the hostel. In case of damage, please inform the hostel keeper immediately. Boarding members shall indemnify YMCA of Macau for all damages to the hostel facilities at market price.
- 13) Banners or logos are not allowed to be hanged or posted without the hostel keeper's permission.
- 14) Please make clean up your rooms, make your beds, close all windows, turn off all switches and taps, and lock the door before leaving the hostel. The hostel key and all borrowed items shall be returned to the office.



## Boarding registration and declaration of members of the YMCA Macau Hostel

Name of organisation: \_\_\_\_\_ Person-in-charge: \_\_\_\_\_

Boarding period: From \_\_\_\_\_ (dd/mm/yy) to \_\_\_\_\_ (dd/mm/yy)

1) Personal information of boarding members:

SN	Name	ID card/ passport no.	Age	Gender	Room no.
1					
2					
3					
4					
5					
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2) We declare that our organisation and its boarding members fully understand and agree to observe all clauses of the boarding regulations.

3) We declare that our organisation and its boarding members agree to be members of YMCA of Macau during the boarding period. All non-members agree to provide their boarding registration information for applying to become temporary members of YMCA of Macau.

Signature of person-in-charge: \_\_\_\_\_

Date: \_\_\_\_\_