

附表

經濟部產業園區管理局
楠梓科技產業園區從業員工育樂活動中心場地使用收費標準表
Fee Schedule of the Employee Service Center Venues in B.I.P., MOEA

開放時間：週一至週五 09:00 至 20:30、週六 09:00 至 17:00

Opening hours: 9:00 to 20:30 from Mon. to Fri. 9:00 to 17:00 on Saturday

假日及國定假日休館

Not open on Sunday and National Holidays

單位：新臺幣/元 NTD

項次 No.	場地 Venues	場次時段 Periods	收費標準 Fee Schedule		備註 Note
			區內 In-park	區外 Out-park	
一	會議室 Conference Room	以小時計價 Charge per hour	每小時200元 NTD 200 per hour	每小時400元 NTD 400 per hour	1. 部分訓練教室中間有萬象軌道，若需使用大空間則以2間計費。 Some classrooms have partition inside and will be charged for two classrooms. 2. 進行場地佈置、彩排及撤場期間，每小時場地使用費以半價計收。 (含教室或會議室內設備) Decoration, rehearsal and move out will be charged for half price per hour. 3. 預約及繳費：使用單位須於使用日前1個月(日曆天)內，向本中心提出預約申請，經本中心確認預約並開立繳款聯單後3日內(工作天)完成繳費。 Reservation and fee: The reservation will start one calendar month ago and please finish the payment after receiving the bill in three working days. 4. 如因故無法使用需應於使用日7日(日曆天)前以書面向本中心申請延期，或取消並申請退費，逾期不予受理，所繳費用不予退還。 If you want to cancel the reservation, please send email to our center before seven calendar days of your reservation date. If you already paid the bill, you could apply for the refund. Late applications will not be accepted. 5. 場地使用費已包含水電及清潔費用；於非上班時間使用，須另行安排水電及清潔人員值勤，其費用將依《勞基法》加班規定另行計收。 The fee of conference room and classrooms includes utilities and
二	訓練教室 Classroom		每小時 150 元 NTD 150 per hour	每小時 300 元 NTD 300 per hour	

					cleaning on weekdays. If you want to use on weekend, the electrician and cleaners fee will be charged according to LSA. 6. 場地使用：包含場地使用及場地內設備。 The venues include of equipment.	
三	綜合球場 Stadium	整場 租用 Activity Use	以小時計價 Charge per hour	每小時1,500元 NTD 1,500 per hour 【冷氣空調】 Air Conditioner 每小時500元 NTD 500 per hour	不受理 Not for loan	<ol style="list-style-type: none"> 1. 場地費用包含場內現有設備借用；使用冷氣空調者加收每小時500元。 The fee includes of equipment, but the air conditioner fee will be NTD 500 per hour. 2. 進行場地佈置、彩排及撤場期間，每小時場地使用費以半價計收。 Decoration, rehearsal and move out will be charged for half price per hour. 3. 於非上班時間使用，須另行安排水電及清潔人員值勤者，其費用將依《勞基法》加班規定另行計收。 If you want to use on weekend, the electrician and cleaners fee will be charged according to LSA. 4. 預約及繳費：申請單位須於使用日前1個月（日曆天）內，向本中心提交預約申請，經本中心確認預約並開立繳款聯單後3日內（工作天）完成繳費。 Reservation and fee: The reservation will start one calendar month ago and please finish the payment after receiving the bill in three working days. 5. 如因故無法使用需應於使用日7日（日曆天）前以書面向本中心申請延期，或取消並申請退費，逾期不予受理，所繳費用不予退還。 If you want to cancel the reservation, please send email to our center before seven calendar days of your reservation date. If you already paid the bill, you could apply for the refund. Late applications will not be accepted.
四		籃球場 Basketball Use	以小時計價 Charge per hour	每小時400元 NTD 400 per hour	每小時800元 NTD 800 per hour	<ol style="list-style-type: none"> 1. 場地制：申請單位（人）須於使用日前1個月（日曆天）內，向本中心提交預約申請，經本中心確認預約並開立繳款聯單後3日內（工作天）完成繳費。 Court: The reservation will start one calendar month ago and please finish the payment after receiving the bill in three working days. 2. 如妨礙次一場次之使用，本中心保有往後拒絕借用場地之權利。 If you interrupt the next period, the center keeps the right to refuse your reservation in the future.
五		羽球場 Badminton Use		每小時100元 （面/場） NTD 100 per hour for each court	每小時200元 （面/場） NTD 200 per hour for each court	