

Programmes/Facilities Open to Outside Bodies

Grantee: Victoria Recreation Club

Programmes/Facilities available for outside bodies		Time slots open to outside bodies					
		Weekdays (Mon. to Fri.)			Weekends and Public Holidays		
Programmes	No. of facilities	No. of Courses per Month (Mon - Fri)	Opening time slots	Time slots for priority booking	No. of Courses per Month (Sat & Sun)	Opening time slots	Time slots for priority booking
Mini Dragon Boat - Introduction 1 Course = 8 sessions of 1.5hrs (min. 8 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Mini Dragon Boat - Beginners 1 Course = 8 sessions of 1.5hrs (min. 8 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Mini Dragon Boat - Intermediate 1 Course = 8 sessions of 1.5hrs (min. 8 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Kayaking - Introduction 1 Course = 8 sessions of 1.5hrs (min. 4 people)	9	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Kayaking - Intermediate 1 Course = 8 sessions of 1.5hrs (between 4-10 people)	9	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Beginners 1 Course = 6 sessions of 1.5hrs (min. 4 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Intermediates 1 Course = 6 sessions of 1.5hrs (max. 5 people)	4	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Advanced 1 Course = 6 sessions of 1.5hrs (max. 3 people)	4	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Surf Ski - Beginners 1 Course = 6 sessions of 1hr (min. 8 people)	1	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Surf Ski - Intermediate 1 Course = 6 sessions of 1hr (min. 8 people)	1		10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Surf Ski - Advance 1 Course = 3 sessions of 1.5hrs (min. 8 people)	1	2 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Open Water Swimming - Beginners 1 Course = 6 sessions of 2hrs (max. 3 people)	1	3 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Open Water Swimming - Intermediate 1 Course = 6 sessions of 2hrs (max. 5 people)	1	3 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00

Courses (Mon - Fri) :- Mini Dragon Boats + Kayaks + Canoes + Surf Skis 10 Courses per month x 12 hrs =120 hrs per month
(Sat & Sun) :- Mini Dragon Boats + Kayaks + Canoes + Surf Skis 1 Course per month x 12 hrs =12 hrs per month
(Mon - Fri) :- Open Swimming Course Beginners + Advance (4+4) Courses x 12 = 96 hrs per month
(Sat & Sun) :- Open Swimming Course Beginners or Advance 1 Course x 12 = 12 hrs per month
VRC commits to open up the facilities on the lot to offer 240 hours of courses for the use of Outside Bodies

Dragon Boat - Introduction:

- History of dragon boating
- Development of dragon boating throughout the world.
- Basic safety points to note in a dragon boat including the use of a buoyancy aid.
- Types of dragon boats and set up in the boat. Benefits of paddling on your body.
- Dragon boat terminology and equipment, including the race calls and demands.
- Loading and unloading a boat safely.
- Launching and returning boats from the pontoon, beach or pier.
- Dragon boat stroke - basics (forward, backwards, emergency, brace to balance and draw strokes).
- Video of dragon boat paddling and races.

Dragon Boat - Beginners:

- Warming up and cooling down exercises.
- Seating and crew line up.
- Safety - seat partner, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.

Dragon Boat - Intermediate:

- Warming up and cooling down exercises, pre and post races as well as training.
- Seating and crew line up alternates.
- Safety reminder - seat partner, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.
- Impact of wind, tide, current and waves on stroke.
- Self-rescue when swamping or capsizing.
- Man overboard recovery.
- Drumming rhythm and coordination with stroke four.
- Rating and power changes and importance of keeping in time.
- Race starts.
- Maintaining the power throughout the race and ending strong.

Kayaking - Introduction:

- Safety - boat equipment, weather and sea conditions.
- Types of kayaks and basic gear.
- Paddle stroke and technique.

Kayaking - Intermediate:

- Principles of paddling.
- Strokes - Forward, Sweeps. Draw, Back, Maneuvers.
- Paddle in a straight line.
- Spin boat on center axis.
- Move boat laterally.
- Stop in reasonable distance.

Essential Paddling Skills: (on flat water)

- Warm-up, wet exit, forward, backward and stopping.
- Strokes, forward and reverse sweeps, edging, low brace, turning & steering.
- Low brace turn, stern rudder, deep water reentry, powerful acceleration stroke

Essential Paddling Skills: (surf zone safety)

- Checking out the beach.
- Assessing surf conditions, surf zone dangers, rips, beach suitability,
- Break – type, height, wind effect, tide effect
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Outrigger Canoe - Beginners 6-man Outrigger Canoe only:

- History and etiquette of outrigging (from Hawaii).
- Basic safety points including capsizing boat.
- Types of boats and paddles.
- Outrigging terminology and equipment and rigging.
- Basic race calls and demands.
- Loading and unloading safely.
- Launching and returning boats from pontoon, beach and pier.
- Paddling strokes - basics (forward, backwards, emergency brace to balance and draw strokes.
- Video of OC paddling and races.

Outrigger - Intermediate - 6-man Outrigger Canoe, OC1 or OC2:

- Warming up and cooling down.
- Seating and crew line up.
- Posture and improve stroke techniques as a team.
- Training exercises.
- Safety reminder - seat partners, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.
- Impact of wind, tide, current and waves on stroke.
- Self-rescue when swamping or capsizing.
- Rating and power changes and importance of keeping in time.
- Race starts.
- Maintaining the power throughout the race and ending strong.
- Sea changes for long distance races.

Outrigger - Advance - Steering, 6-man Outrigger Canoe, OC1 or OC2:

- Surfing, impact of wind, tide, current and waves on stroke.
- Steering long distance races.
- Rehydration.
- Steering short races calls and demands of team.
- Surf Zone Safety (at Beach).

Checking out the beach:

- Assessing surf conditions, surf zone dangers, rips, beach suitability,
- Break – type, height, wind effect, tide effect
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Surf Ski - Beginners:

- Terminology.
- Safety.
- Balance training.
- Entry and exit.
- Deep water re-entry.
- Forward stroke basics.

Surf Ski - Intermediate:

- Forward stroke technique.
- Brace and draw strokes.
- Paddling skills and training methods.
- Surf Zone Safety.
- Assessing surf conditions, surf zone dangers, rips, beach suitability.
- Break – type, height, wind effect, tide effect.
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Surf Ski - Advance:

- Theory and practice of surfing swells.

Open Water Swimming Training for "beginners":

- Safety.
- Currents and conditions in the sea.
- Sighting and breathing.
- General stroke training and technique.

Open Water Swimming Training for "advanced" learners:

- Safety.
- Currents and conditions in the sea.
- Sighting and breathing.
- General stroke training and technique.
- Drafting/pack swimming.
- Race starts.

VRC will not open the club facilities to parties apart from members and the outside bodies (Schools / NGOs / NSAs / Youth and uniformed groups / Government departments)

Water sports are dangerous. They cannot be conducted without the presence of an instructor or coach.

VRC will offer instructors or coaches to supervise the conduction of its courses.

For self-organised courses, outside bodies are required to submit to VRC the certificate of their course instructors along with their facility booking forms. All participants of their courses must also have insurance coverage.

Instructor or coach must be present on-site during the use of facilities.

for VRC organised courses, the participants should be covered by VRC's insurance plan.

Waiver form as per attachment is to be submitted by participants of all courses (for both VRC-organised and Outside Bodies' self-organised courses).

For Open Water Training Swimming Courses, participants have to meet the minimum requirements of "able to swim a continuous 100m freestyle or 200m breaststroke".

VRC does not take any responsibility whatsoever for damage.

VRC will start accepting bookings from 1st Nov, 2013

The courses must be finish within one month of time, e.g. starting on 1st May and end on 31st May (any one month)

Vessels available:

- 2 x Champion 10-man Dragon Boats.
- 7 x Double Hard Shell Kayaks
- 2 x Single Hard Shell Kayaks

- 1 x Outrigger Canoe - six man
- 2 x Outrigger Canoe - one man
- 2 x Surf ski Canoes - one man

Coaches:**Dragon Boating**

Lee Mussi: Paddled Dragon Boat for 20 years gaining valuable experience and knowledge of the sport having both paddled and steered his team to many victories in Hong Kong and Internationally. With his experience in the sport Lee is now coaching his team at Victoria Recreational Club. Over the years Lee's roll at HKIPC/VRC has included Men's Rep, Team Captain and Club Coach. Lee has also been coaching other Dragon boat teams including, Merrill Lynch, Bank Of America, Sea Gods, Chinese International School, Dollar General, The Diggers, Canadian International School, Morgan Stanley.

Jo Jones: Paddled dragon boats since 2000 with HKIPC/VRC. Coached Morgan Stanley for 6 years, and now reach the Gold Cup Final at Stanley. Organised and coached one-day dragon boat workshops for schools and for tourists. Competed in major events including the CCWC in Cape Town, Macau and Hong Kong, other dragon boat competitions in China, Malaysia, Singapore, Philippines and all International Dragon Boat competitions held in Hong Kong.

Martha Levin: Paddled and steered dragon boats since 1995 with HKIPC. Coached numerous corporate workshops during that time. Helped to organize, coach and steer one-day corporate dragon boat workshops and events for schools and tourists. Competed in major DB racing events including the CCWC in Cape Town, Penang, Macau, Hong Kong, Italy and all International Dragon Boat and a majority of major competitions held in Hong Kong since 1995.

Leung Chu Kit: HK DBA Level 1 Dragon Boat Instructor Qualified since 2010.

Li Cai, Tang Cheuk Hang and Chan Ka Ming: HK DBA Level 1 dragon boat coach qualified coach since 2013.

Cheung Oi Lun: HK DBA Dragon Boat Instructor Training Qualified since 2007.

Kayaking

Yeung Sai-ming: Hong Kong Canoe Union Level One Coach Qualified since 2012;

Outrigging Canoe

Lee Mussi: Paddled Outrigger Canoe and Dragon Boat for 20 years gaining valuable experience and knowledge of the sport having both paddled and steered his team to many victories in Hong Kong and Internationally. With his experience in the sport Lee is now coaching his team at Victoria Recreational Club. Over the years Lee's roll at HKIPC/VRC has included Men's Rep, Team Captain and Club Coach. Lee has also been coaching other Dragon boat teams including, Merrill Lynch, Bank Of America, Sea Gods, Chinese International School, Dollar General, The Diggers, Canadian International School, Morgan Stanley.

Martha Levin: Paddled outriggers since HKIPC acquired its first > canoes, two malias in 1996. She has subsequently paddled, raced and steered with several crews

Surf Ski

Craig Nortje: Craig has been paddling competitively both down river and surfski since 1998 and during that time has been fortunate to have trained and paddled with many great South African paddlers including Oscar Chalupsky and Hank McGregor.

Andrew Watts: Andrew started surf ski paddling soon after arriving in HK in 2010 and began competing not long after that. Andrew won the overall VRC Race Series title in 2014 and was the top HK paddler in the 2014 Dragon Run. As well as enjoying competing, from the beginning of 2015 he has been passing on the skills that he has learnt to other paddling enthusiasts.

Swimming

Craig Nortje: World Open Water Swimming Association Coach; Swimming Australia Teacher of Competitive Swimming accreditation; Enrolled in the Bronze Coaching program.

Cross Harbour Results: 2014 1st Open Group Men 35-49; 2013 1st Open Group Men 35-49; 2012 6th Open Individual Men; 2011 6th Open Men

Fees and Charges for Enrollment for Programmes / Use of Facilities by Outside Bodies

Grantee: Victoria Recreation Club

Programmes	Fees and charges for VRC members (Full rate) / Per Person		Fees and charges for outside bodies (Concessionary rate) / Per Person		Categories of outside bodies ¹ eligible for concessionary rate
	Weekdays	Weekends (Sat. & Sun. & Public Holidays)	Weekdays	Weekends (Sat. & Sun. & Public Holidays)	
Mini Dragon Boat - Introduction	HK\$3,200 / 180	HK\$4,800 / 270	HK\$2,160 / 120	HK\$3,200 / 180	1) Schools 2) NGOs 3) NSAs 4) Youth and uniformed groups 5) Government Departments
Mini Dragon Boat - Beginners	HK\$8,000 / 125	HK\$10,400 / 165	HK\$6,400 / 100	HK\$8,000 / 125	
Mini Dragon Boat - Intermediate	HK\$8,000 / 125	HK\$10,400 / 165	HK\$6,400 / 100	HK\$8,000 / 125	
Kayaks - Introduction	HK\$5,600 / 175	HK\$7,200 / 225	HK\$4,000 / 125	HK\$5,000 / 160	
Kayaks - Intermediate	HK\$8,900 / 280	HK\$10,000 / 315	HK\$6,400 / 200	HK\$7,000 / 220	
Outrigger Canoe - Beginners	HK\$8,000 / 335	HK\$12,000 / 500	HK\$6,000 / 250	HK\$9,000 / 375	
Outrigger Canoe - Intermediate	HK\$4,500 / 150	HK\$5,500 / 185	HK\$3,500 / 120	HK\$4,000 / 135	
Outrigger Canoe - Advanced	HK\$4,500 / 250	HK\$5,500 / 280	HK\$3,500 / 195	HK\$4,000 / 225	
Surf Ski - Beginners	HK\$6,000 / 125	HK\$7,200 / 150	HK\$4,000 / 85	HK\$5,000 / 105	
Surf Ski - Intermediate	HK\$6,000 / 125	HK\$7,200 / 150	HK\$4,000 / 85	HK\$5,000 / 105	
Surf Ski - Advance	HK\$2,400 / 100	HK\$3,000 / 125	HK\$1,500 / 65	HK\$1,800 / 75	
Open Water Swimming - Beginners	HK\$3,200 / 180	HK\$4,800 / 270	HK\$2,160 / 120	HK\$3,200 / 180	
Open Water Swimming - Intermediate	HK\$4,000 / 135	HK\$6,000 / 200	HK\$2,400 / 80	HK\$3,600 / 120	

Other charges if applicable:-

Food and Beverages expenses (if any) Additional expenses (if any)

The courses must be completed within one month of time, e.g starting on 1st May and end on 30th May (any one month)

Facilities	Fees and charges for outside bodies	
	Weekdays (Mon. to Fri.)	Weekends and Public Holidays
Mini Dragon Boat (1.5 hrs per session)	HK\$600	HK\$850
Double Kayak (1.5 hrs per session)	HK\$200	HK\$250
Single Kayak (1.5 hrs per session)	HK\$100	HK\$150

Other charges if applicable:-

Food and Beverages expenses (if any) Additional expenses (if any)

Mini Dragon Boats will not be hired out without at least one coach or steersmen from the VRC at an additional charge

Application Requirements for Enrollment for Programmes/ Use of Facilities by Outside Bodies

Grantee: Victoria Recreation Club

(1) Application form to be used

A copy of application form is attached.

(2) Booking procedures for normal booking

Applicants must submit the completed application forms by fax or e-mail to the Club at least 10 days (Excluding Saturday & Sunday) before the date of use of the facilities/ commencement date of a course. The applications will be processed on a first-come-first served basis, by the Hon. Secretary together with the VRC administration to assure availability of space i.e. no double booking at any one time.

(3) Booking procedures for "priority" booking

Applicants must submit the completed application forms by fax or e-mail to the Club at least 21 days (Excluding Saturday & Sunday) before the date of use of the facilities. The applications will be processed according to the priority of applicant, i.e. outside bodies shall have priority over the use of facilities. If more than one application for the same session from outside bodies is received, the applications will be processed on a first-come-first-served basis, by the Hon. Secretary together with the VRC administration to assure availability of space i.e. no double booking at any one time. Permission will be granted according to guidelines by HAB i.e. first to the 5 categories of outside bodies followed by other applicants including VRC members.

(4) Processing time

Applicants will be informed of their application results within 7 days upon receipt of the completed application forms.

(5) Methods of payment

Payment can be made by cheque, EPS or Octopus.

To bank in at HSBC counter (by cash or by cheque) " Victoria Recreation Club" account no:- 002-252393-001 (Note all cheque's are subject to clearance)

Please fax the remittance slip to VRC (with payee name and payment description)

To settle the payment at VRC Club House or respective sections in person during office hours. (9:00 am – 5:00 pm)

Full payment must be settled within 7 days after confirmation of the booking

(6) Terms and conditions of using the facilities (if applicable)

Subject to rules, regulation and by-laws of Victoria Recreation Club / Outside bodies under the Private recreation Leases will be exempted from the Victoria Recreation Club's Membership qualification

No cancellation after confirmation of booking

No refund for fees paid unless the venues are closed due to weather, any change of date due to weather will be subjected to available of the venue

(7) Contact

For enquiry, please contact the Events Manager by email: events@VictoriaRecreationClub.com.hk

Contact Details:- VRC Sai Kung (EMB) Tel:- 2792 2721 / Mob: 9168 0469

Junior Membership Scheme
Grantee: Victoria Recreation Club

(1) Application form to be used

A copy of application form is attached

(2) Enrolment requirements

Applicants should

- (i) be of the age between 13 to 28;
- (ii) excel in one of the sports of swimming, kayaking, surf-ski, paddling, and wind-surfing
- (iii) undertake to represent the Club in league competitions for a continuous period of no less than 3 years.

(3) Maximum number of junior members to be enrolled at any one time:

30 Junior members (Total)

(4) Entrance FEES and Quarterly Subscription fees payable

Entrance Fees: HK\$300.00

Quarterly subscriptions: HK\$50.00 (for administration)

Remarks:- Entrance Fees for Associate Members (including spouse if applicable) HK\$30,000.00

Quarterly Subscription Fees: Associate & Ordinary Members HK\$1,300.00 / Spouse Members HK\$450.00

(5) Application procedures

Applicants should submit the completed application forms together with a copy of his/her HKID card and a recent photo

Applicants will be invited to an interview by panel of the Club's Sporting Committee.

The successful applicants will be informed of the outcome within 2 months upon receipt of the completed application forms.

Waiver form as per attachment is to be submitted.

Minimum requirement is to be able to swim a continuous 100m freestyle or 200m breaststroke.

VRC will start accepting the application starting from 1st Nov 2013

(6) General rules/ conditions that the members need to follow

Junior members must abide by the Club's general rules and regulations and Bye-law of the Club (copies attached).

(7) Publicity plan

To promote through the Club's website and newsletters. The Club intends to promote sport also to schools

Contact Details:- VRC Sai Kung (EMB) Tel:- 2792 2721 / Fax 27218614

e-mail:- info@victoriarecreationclub.com.hk

Website:- www.victoriarecreationclub.com.hk

Annex V

Programmes/Facilities Open to Players or Representative Squads of "national sports association" (NSAs)

Grantee: Victoria Recreation Club

Programmes/Facilities available for outside bodies		Time slots open to outside bodies					
		Weekdays (Mon. to Fri.)			Weekends and Public Holidays		
Programmes	No. of facilities	No. of Courses per Month (Mon - Fri)	Opening time slots	Time slots for priority booking	No. of Courses per Month (Sat & Sun)	Opening time slots	Time slots for priority booking
Mini Dragon Boat - Introduction 1 Course = 8 sessions of 1.5hrs (min. 4 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Mini Dragon Boat - Beginners 1 Course = 8 sessions of 1.5hrs (min. 8 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Mini Dragon Boat - Intermediate 1 Course = 8 sessions of 1.5hrs (min. 8 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Kayaking - Introduction 1 Course = 8 sessions of 1.5hrs (min. 4 people)	9	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Kayaking - Intermediate 1 Course = 8 sessions of 1.5hrs (between 4-10 people)	9	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Beginners 1 Course = 6 sessions of 1.5hrs (min. 4 people)	2	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Intermediates 1 Course = 6 sessions of 1.5hrs (max. 5 people)	4	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Outrigger Canoe - Advanced 1 Course = 6 sessions of 1.5hrs (max. 3 people)	4	1 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Surf Ski - Beginners 1 Course = 6 sessions of 1hr (min. 8 people)	1	2 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Surf Ski - Intermediate 1 Course = 6 sessions of 1hr (min. 8 people)	1		10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00
Surf Ski - Advance 1 Course = 3 sessions of 1.5hrs (min. 8 people)	1	2 Course	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Open Water Swimming - Beginners 1 Course = 6 sessions of 2hrs (max. 3 people)	1	3 Courses	10:00 - 17:30	10:00 - 17:30	1 Course	09:00 - 13:00	09:00 - 13:00
Open Water Swimming - Intermediate 1 Course = 6 sessions of 2hrs (max. 5 people)	1	3 Courses	10:00 - 17:30	10:00 - 17:30		09:00 - 13:00	09:00 - 13:00

Courses (Mon - Fri) :- Mini Dragon Boats + Kayaks + Canoes + Surf Skis 10 Courses per month x 12 hrs =120 hrs per month
 (Sat & Sun) :- Mini Dragon Boats + Kayaks + Canoes + Surf Skis 1 Course per month x 12 hrs =12 hrs per month
 (Mon - Fri) :- Open Swimming Course Beginners + Advance (4+4) Courses x 12 = 96 hrs per month
 (Sat & Sun) :- Open Swimming Course Beginners or Advance 1 Course x 12 = 12 hrs per month
 VRC commits to open up the facilities on the lot to offer 240 hours of courses for the use of Outside Bodies

Dragon Boat - Introduction:

- History of dragon boating
- Development of dragon boating throughout the world.
- Basic safety points to note in a dragon boat including the use of a boyancy aid.
- Types of dragon boats and set up in the boat.Benefits of paddling on your body.
- Dragon boat terminology and equipment, including the race calls and demands.
- Loading and unloading a boat safely.
- Launching and returning boats from the pontoon, beach or pier.
- Dragon boat stroke - basics (forward, backwards, emergency, brace to balance and draw strokes.
- Video of dragon boat paddling and races.

Dragon Boat - Beginners:

- Warming up and cooling down exercises.
- Seating and crew line up.
- Safety - seat partner, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.

Dragon Boat - Intermediate:

- Warming up and cooling down exercises, pre and post races as well as training.
- Seating and crew line up alternates.
- Safety reminder - seat partner, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.
- Impact of wind, tide, current and waves on stroke.
- Self-rescue when swamping or capsizing.
- Man overboard recovery.
- Drumming rhythm and coordination with stroke four.
- Rating and power changes and importance of keeping in time.
- Race starts.

Kayaking - Introduction:

- Safety - boat equipment, weather and sea conditions.
- Types of kayaks and basic gear.
- Paddle stroke and technique.

Kayaking - Intermediate:

- Principles of paddling.
- Strokes - Forward, Sweeps. Draw, Back, Maneuvers.
- Paddle in a straight line.
- Spin boat on center axis.
- Move boat laterally.
- Stop in reasonable distance.

Essential Paddling Skills: (on flat water)

- Warm-up, wet exit, forward, backward and stopping.
- Strokes, forward and reverse sweeps, edging, low brace, turning & steering.
- Low brace turn, stern rudder, deep water reentry, powerful acceleration stroke

Essential Paddling Skills: (surf zone safety)

- Checking out the beach.
- Assessing surf conditions, surf zone dangers, rips, beach suitability,
- Break – type, height, wind effect, tide effect
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Outrigger Canoe - Beginners 6-man Outrigger Canoe only:

- History and etiquette of outrigging (from Hawaii).
- Basic safety points including capsizing boat.
- Types of boats and paddles.
- Outrigging terminology and equipment and rigging.
- Basic race calls and demands.
- Loading and unloading safely.
- Launching and returning boats from pontoon, beach and pier.
- Paddling strokes - basics (forward, backwards, emergency brace to balance and draw strokes.
- Video of OC paddling and races.

Outrigger - Intermediate - 6-man Outrigger Canoe, OC1 or OC2:

- Warming up and cooling down.
- Seating and crew line up.
- Posture and improve stroke techniques as a team.
- Training exercises.
- Safety reminder - seat partners, bailing, balancing and what to do if the boat capsizes.
- Posture in the boat and improving stroke techniques as a team.
- Training exercises.
- Fitness training through pyramids.
- Impact of wind, tide, current and waves on stroke.
- Self-rescue when swamping or capsizing.
- Rating and power changes and importance of keeping in time.
- Race starts.
- Maintaining the power throughout the race and ending strong.
- Sea changes for long distance races.

Outrigger - Advance - Steering, 6-man Outrigger Canoe, OC1 or OC2:

- Surfing, impact of wind, tide, current and waves on stroke.
- Steering long distance races.
- Rehydration.
- Steering short races calls and demands of team.
- Surf Zone Safety (at Beach).

Checking out the beach:

- Assessing surf conditions, surf zone dangers, rips, beach suitability,
- Break – type, height, wind effect, tide effect
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Surf Ski - Beginners:

- Terminology.
- Safety.
- Balance training.
- Entry and exit.
- Deep water re-entry.
- Forward stroke basics.

Surf Ski - Intermediate:

- Forward stroke technique.
- Brace and draw strokes.
- Paddling skills and training methods.
- Surf Zone Safety.
- Assessing surf conditions, surf zone dangers, rips, beach suitability.
- Break – type, height, wind effect, tide effect.
- Sets – estimating height and counting paddler / boat / paddling dangers at the beach and in the surf
- Safety boater, throw rope, control of free boat and use of grab loops, swimming in the surf.

Surf Ski - Advance:

- Theory and practice of surfing swells.

Open Water Swimming Training for "beginners":

- Safety.
- Currents and conditions in the sea.
- Sighting and breathing.
- General stroke training and technique.

Open Water Swimming Training for "advanced" learners:

- Safety.
- Currents and conditions in the sea.
- Sighting and breathing.
- General stroke training and technique.
- Drafting/pack swimming.
- Race starts.

VRC will not open the club facilities to parties apart from members and the outside bodies (Schools / NGOs / NSAs / Youth and uniformed groups / Government departments)

Water sports are dangerous. They cannot be conducted without the presence of an instructor or coach.

VRC will offer instructors or coaches to supervise the conduction of its courses.

For self-organised courses, outside bodies are required to submit to VRC the certificate of their course instructors along with their facility booking forms. All participants of their courses must also have insurance coverage.

Instructor or coach must be present on-site during the use of facilities.

for VRC organised courses, the participants should be covered by VRC's insurance plan.

Waiver form as per attachment is to be submitted by participants of all courses (for both VRC-organised and Outside Bodies' self-organised courses).

For Open Water Training Swimming Courses, participants have to meet the minimum requirements of "able to swim a continuous 100m freestyle or 200m breaststroke".

VRC does not take any responsibility whatsoever for damage.

VRC will start accepting bookings from 1st Nov, 2013

The courses must be finish within one month of time, e.g. starting on 1st May and end on 31st May (any one month)

Vessels available:

2 x Champion 10-man Dragon Boats.

7 x Double Hard Shell Kayaks

2 x Single Hard Shell Kayaks

Coaches:**Dragon Boating**

Lee Mussi: Paddled Dragon Boat for 20 years gaining valuable experience and knowledge of the sport having both paddled and steered his team to many victories in Hong Kong and Internationally. With his experience in the sport Lee is now coaching his team at Victoria Recreational Club. Over the years Lee's roll at HKIPC/VRC has included Men's Rep, Team Captain and Club Coach. Lee has also been coaching other Dragon boat teams including, Merrill Lynch, Bank Of America, Sea Gods, Chinese International School, Dollar General, The Diggers, Canadian International School, Morgan Stanley.

Jo Jones: Paddled dragon boats since 2000 with HKIPC/VRC. Coached Morgan Stanley for 6 years, and now reach the Gold Cup Final at Stanley. Organised and coached one-day dragon boat workshops for schools and for tourists. Competed in major events including the CCWC in Cape Town, Macau and Hong Kong, other dragon boat competitions in China, Malaysia, Singapore, Philippines and all International Dragon Boat competitions held in Hong Kong.

Martha Levin: Paddled and steered dragon boats since 1995 with HKIPC. Coached numerous corporate workshops during that time. Helped to organize, coach and steer one-day corporate dragon boat workshops and events for schools and tourists. Competed in major DB racing events including the CCWC in Cape Town, Penang, Macau, Hong Kong, Italy and all International Dragon Boat and a majority of major competitions held in Hong Kong since 1995.

Kayaking

HK and global qualified coaches outsourced and price quoted on application and depending on the kayaking courses and numbers.

Outrigging Canoe

Lee Mussi: Paddled Outrigger Canoe and Dragon Boat for 20 years gaining valuable experience and knowledge of the sport having both paddled and steered his team to many victories in Hong Kong and Internationally. With his experience in the sport Lee is now coaching his team at Victoria Recreational Club. Over the years Lee's roll at HKIPC/VRC has included Men's Rep, Team Captain and Club Coach. Lee has also been coaching other Dragon boat teams including, Merrill Lynch, Bank Of America, Sea Gods, Chinese International School, Dollar General, The Diggers, Canadian International School, Morgan Stanley.

Martha Levin: Paddled outriggers since HKIPC acquired its first > canoes, two malias in 1996. She has subsequently paddled, raced and steered with several crews from American, Japan and Singapore. She was also part of a 12-person crew that paddled solo from singapore to pontianak on kalimantan, indonesia, a 10 day, 800 km journey across open ocean. martha served as the hkipc's coach for the 2010 season, and has coached numerous sessions as well as organize, coach and steer one-day outriggering workshops and other events over the last 20 plus years. She has completed in major OC races in Hong Kong including the Four Peaks race, a primarily sailing race that was modified to allow paddlers to paddle the sailing sections of the 80 km course, with the running section including several 1/2 marathon distances. International race locations include: Hawaii, Australia, America, Japan, Singapore, Micronesia.

Swimming

Craig Nortje: World Open Water Swimming Association Coach; Swimming Australia Teacher of Competitive Swimming accreditation; Enrolled in the Bronze Coaching program.
Cross Harbour Results: 2014 1st Open Group Men 35-49; 2013 1st Open Group Men 35-49; 2012 6th Open Individual Men; 2011 6th Open Men

Annex VI

Fees and charges for enrollment for programmes / use of facilities by Players or Representative Squads of "national sports association" (NSAs)

Grantee: Victoria Recreation Club

Programmes	Fees and charges for VRC members (Full rate)		Fees and charges for outside bodies (Concessionary rate)	
	Weekdays	Weekends (Sat. & Sun. & Public Holidays)	Weekdays	Weekends (Sat. & Sun. & Public Holidays)
Mini Dragon Boat - Introduction	HK\$3,200	HK\$4,800	HK\$2,160	HK\$3,200
Mini Dragon Boat - Beginners	HK\$8,000	HK\$10,400	HK\$6,400	HK\$8,000
Mini Dragon Boat - Intermediate	HK\$8,000	HK\$10,400	HK\$6,400	HK\$8,000
Kayaks - Introduction	HK\$5,600	HK\$7,200	HK\$4,000	HK\$5,000
Kayaks - Intermediate	HK\$8,900	HK\$10,000	HK\$6,400	HK\$7,000
Outrigger Canoe - Beginners	HK\$8,000	HK\$12,000	HK\$6,000	HK\$9,000
Outrigger Canoe - Intermediate	HK\$4,500	HK\$5,500	HK\$3,500	HK\$4,000
Outrigger Canoe - Advanced	HK\$4,500	HK\$5,500	HK\$3,500	HK\$4,000
Surf Ski - Beginners	HK\$6,000	HK\$7,200	HK\$4,000	HK\$5,000
Surf Ski - Intermediate	HK\$6,000	HK\$7,200	HK\$4,000	HK\$5,000
Surf Ski - Advance	HK\$2,400	HK\$3,000	HK\$1,500	HK\$1,800
Open Water Swimming - Beginners	HK\$3,200	HK\$4,800	HK\$2,160	HK\$3,200
Open Water Swimming - Intermediate	HK\$4,000	HK\$6,000	HK\$2,400	HK\$3,600

Other charges if applicable:-

Food and Beverages expenses (if any) Additional expenses (if any)

The courses must be completed within one month of time, e.g starting on 1st May and end on 30th May (any one month)

Facilities	Fees and charges for outside bodies	
	Weekdays (Mon. to Fri.)	Weekends and Public Holidays
Mini Dragon Boat (1.5 hrs per session)	HK\$600	HK\$850
Double Kayak (1.5 hrs per session)	HK\$200	HK\$250
Single Kayak (1.5 hrs per session)	HK\$100	HK\$150

Other charges if applicable:-

Food and Beverages expenses (if any) Additional expenses (if any)

Mini Dragon Boats will not be hired out without at least one coach or steersmen from the VRC at an additional charge

**Application Requirements for the Use of Facilities by Players or Representative Squads of
"National Sports Association" (NSAs)**

Grantee: Victoria Recreation Club

(1) Booking form to be used

A copy of booking form is attached

(2) Booking procedures

Applicants must submit the completed application forms by fax or e-mail to the Club at least 21 days (Excluding Sat. & Sun) before the date of use of the facilities. The applications will be processed on a first-come-first served basis. by the Hon. Secretary together with the VRC administration to assure availability of space i.e. no double booking at any one time. Permission will be granted according to guidelines by HAB i.e. priority will be given to the 5 categories of outside bodies including NSAs.

(3) Processing time

Applicants will be informed of their application results within 7 days upon receipt of the completed application forms.

(5) Methods of payment

Payment can be made by cheque, EPS or Octopus.

To bank in at HSBC counter (by cash or by cheque) " Victoria Recreation Club" account no:- 002-252393-001 (Note all cheque's are subject to clearance)

Please fax the remittance slip to VRC (with payee name and payment description)

To settle the payment at VRC Club House or respective sections in person during office hours. (9:00 am – 5:00 pm)

Full payment must be settled within 7 days after confirmation of the booking

(6) Terms and conditions of using the facilities (if applicable)

Subject to rules, regulation and by-laws of Victoria Recreation Club / Outside bodies under the Private recreation Leases will be exempted from the Victoria Recreation Club's Membership qualification

No cancellation after confirmation of booking

No refund for fees paid unless the venues are closed due to weather, any change of date due to weather will be subjected to available of the venue

(7) Contact

For enquiry, please contact the Events Manager by email: events@VictoriaRecreationClub.com.hk

Contact Details:- VRC Sai Kung (EMB) Tel:- 2792 2721 / Mob: 9168 0469

Annex VIII

Application Requirements for the Staging of International Events

Grantee: Victoria Recreation Club

(1) Application

Booking form is attached

(2) Booking procedures

Fill in the application form together with a proposal of the event criteria

All application must be submit 12 months in advance

(3) Processing time

30 Days upon receipt of the complete application (excluding Sat. Sun & public Holidays).

(4) Methods of payment

Payment can be made by cheque, EPS or Octopus.

To bank in at HSBC counter (by cash or by cheque) " Victoria Recreation Club" account no:- 002-252393-001 (Note all cheque's are subject to clearance)

Please fax the remittance slip to VRC (with payee name and payment description)

To settle the payment at VRC Club House or respective sections in person during office hours. (9:00 am – 5:00 pm)

(5) Terms and conditions of using the facilities

Subject to rules, regulation and by-laws of Victoria Recreation Club / Outside bodies under the Private recreation Leases will be exempted from the Victoria Recreation Club's Membership qualification / No cancellation after confirmation of booking / No refund for fees paid unless the venues are closed due to weather, any change of date due to weather will be subjected to available of the venue

Application is required to apply for approvals and licenses in relation to the said event.

(6) Contact

For enquiry, please contact the Events Manager by email: events@VictoriaRecreationClub.com.hk

Contact Details:- VRC Sai Kung (EMB) Tel:- 2792 2721 / Mob: 9168 0469

(7) Fees and charges

Course Recovery base - Full payment must be settled with in 25 Days after confirmation of the event.