



## **Haking Wong Dining Society**

### **Service Guide**

#### **1. Training Restaurants**

1.1 There are three training restaurants located on the 4<sup>th</sup> floor of IVE(HW) Campus:

1. Sapphire Restaurant
2. Rendez-vous Restaurant
3. Crystal Restaurant

#### **1.2 Service Hours**

Lunch                    12:30 – 14:00 (Last Order at 13:00)  
Dinner                    19:00 – 21:00 (Last Order at 19:30)

- Please refer to Newsletters for meal service schedules.
- Schedules may vary with school timetables without prior notice.
- Meals are served during the stated service hours.

#### **2. Advance Booking**

Reservations :                    Two weeks before the service date

Reservation Hotline:            2728 6705  
09:00 – 12:00 (Monday to Friday, not available on  
holidays)  
Bookings are made on a “first-come, first-served” basis

No. of Guests :                    Maximum 6 people (including the member) per reservation  
in each occasion. (No special arrangement is permitted for  
more than 6 persons.)

Cancellation :                    At least 48 hours before the service date

#### **3. Car Parking**

Free parking during opening hour is available subject to space. Please advise us of your car license plate number when making reservations.

#### **4. Billing Arrangements**

4.1 Patrons are required to settle the bills upon departure, by cash, VISA or Master Card.

4.2 There is no service charge, and tipping to students is not accepted.

4.3 Membership card must be produced upon settlement of bill.

4.4 Take away service is not encouraged.



5. **Corkage Fee**

A corkage fee of HK\$50 will be charged per bottle.

6. **Dress Code**

Proper business attire or smart casual is appropriate.

7. **Mobile Phones and Pagers**

Please turn all mobile phones and pagers to vibration mode prior to entering the Training Restaurants.

8. **Replacement Card**

All replacement cards will be charged a fee of \$100.00

9. **Communication**

9.1 Patrons are encouraged to communicate with students in English in order to develop communication skills and confidence.

10. **Exclusion**

10.1 No current students will be served in any training restaurants.

10.2 No alcoholic beverages should be ordered and consumed by persons aged under 18.

**Address of Haking Wong Dining Society:**

Haking Wong Dining Society

c/o Department of Hospitality

Hong Kong Institute of Vocational Education (Haking Wong)

702, Lai Chi Kok Road

Cheung Sha Wan

Kowloon



## 黃克競美食會

### 服務指南

#### 1. 實習餐廳

1.1 香港專業教育學院(黃克競)四樓，設有三所實習餐廳，包括：

1. 碧輝閣
2. 樂聚軒
3. 瑩翠樓

#### 1.2 服務時段

午餐時段  
12:30 - 14:00 (截單時間為 13:00)

晚餐時段  
19:00 - 21:00 (截單時間為 19:30)

- 有關餐廳的服務時間表可參考本會會訊。
- 服務時間表可能因應學生上課時間而作出調動，恕不另行通知。
- 所有午餐及晚餐只在上述時段內供應。

#### 2. 預訂座位

訂座： 服務日兩星期前開始接受預約。

訂座熱線： 2728 6705  
09:00 - 12:00 (逢星期一至五，假日暫停)  
訂座以先到先得為準。

訂座人數： 每餐最多只可預訂 6 位 ( 恕不接受多於 6 位的訂枱 )。

取消訂座： 請於服務日最少 48 小時前致電本會取消訂座。

#### 3. 泊車車位

本會提供免費泊位(視乎當日使用情況)。請於訂座時提供閣下的車牌號碼。



#### 4. 結帳安排

- 4.1 客人離開前需以現金、VISA 或 Master 卡結帳。
- 4.2 本會所有餐廳均不收取服務費和小費。
- 4.3 結帳時客人需出示會員證。
- 4.4 本會不建議客人取走剩餘食物。

#### 5. 開瓶費

每支酒開瓶費為港幣 50 元正。

#### 6. 服飾要求

會員需穿著整齊服飾。

#### 7. 手提電話及傳呼機

會員在進入實習餐廳前請把手提電話和傳呼機調較為振動或無聲模式。

#### 8. 會員證更新

更新會員證將收取手續費港幣一佰圓正。

#### 9. 溝通模式

- 9.1 為協助學生建立信心和良好溝通技巧，本會鼓勵客人使用英語與學生溝通。

#### 10. 附例

- 10.1 現屆學生，恕不招待。
- 10.2 未滿 18 歲人士，不得飲用含有酒精成份之飲料。

#### 黃克競美食會地址:

香港九龍長沙灣荔枝角道 702 號

香港專業教育學院 (黃克競)

酒店及旅遊系

轉交 黃克競美食會