

書院與住宿服務組登峰學苑創想空間場地借用申請單

Borrow application form of Inspiration Space in Summit Hall of Residential Colleges and Housing Services Section

申請日期 Application Date : 年(Y) 月(M) 日(D)

(請於活動一週前提出申請。 Please submit one week before the date of event)

借用單位 Unit		活動名稱 Name of event		活動人數 Number of participants	
申請人 Applicant		連絡電話 Phone no.		指導老師 Event instructor	
活動時間 Time	年(Y) 月(M) 日(D) 時(h) 至 to 年(Y) 月(M) 日(D) 時(h)				
<input type="checkbox"/> 已詳細閱讀「書院與住宿服務組登峰學苑創想空間使用規範」並遵守本規範。 Have closely read and will follow the "Use Specifications of Inspiration Space in Summit Hall of Residential Colleges and Housing Services ". <input type="checkbox"/> 有使用烹煮電器，電器名稱_____。 There are any cook activities in this event.					
備註 Remark	1. 音響或教學擴音器設施、白板筆、板擦、抹布、水桶、防疫設施、垃圾袋等請自備。 2. 活動當天 16:00 後至活動前請至四宿確認場地與設備(宿舍管理員 15:00 上班)。 1. Please bring your own loudspeaker, whiteboard markers, erasers, rags, buckets, anti-epidemic facilities, garbage bags, etc. 2. Please check everything is suitable for your use after 16:00 on the day of the event (the shift of dormitory manager will at work after 15:00 every day).				
書院與住宿服務組 RC&HS Section	承辦人 Clerk		組長 Section Chief		

本聯請交登峰學苑櫃台 This table is for Dorm 4 counter.

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申請單位留存 This table is for host unit.