

此格由工程學院填寫/
Office Use Only

箱號(Locker No.) : _____
收條號碼(Receipt No.) : _____
日期(Date) : _____

工程學院學生儲物箱申請表/Faculty of Engineering Locker Application Form

何善衡工程學大樓/ Ho Sin Hang Engineering Building

(2019/2020)

學生姓名：(英文) _____
Student Name (English)

(中文) _____
Student Name (Chinese)

學號： _____
Student No.

主修： _____
Major

年級： _____
Study Year

聯絡電話： _____
Contact No.

聯絡地址： _____
Address

電子郵件地址： _____
Email Address

請詳閱以下申請指引及儲物箱使用守則。

Please read the following application guidelines and regulations carefully.

- (一) 每人只限遞交申請表一份，否則申請資格將被取消。此表格必須於二零一九年九月十三日五時四十五分前交回院務處。
Each applicant can submit one application only. Multiple submissions will result in disqualification. **Completed application form should be submitted to Faculty Office on or before 5:45p.m. on September 13, 2019.**
- (二) 儲物箱分配結果將於二零一九年十月七日張貼在院務處及各學系之佈告板上。中籤學生須於申請結果公佈後兩星期內到院務處辦理取箱手續並繳交按金\$60。凡不依期辦理取箱手續者，儲物箱將被收回重新分配而有關學生將不會再獲分配儲物箱。**Allocation results will be posted on the Faculty's & Departments' notice boards on October 7, 2019.** Successful applicants shall **go to Faculty Office for registration and pay a deposit of HK\$60 within two weeks** after the announcement of results, otherwise the assigned lockers will be released and allocated to other applicants. Note that no further allocation will be made for those who fail to do timely registration.
- (三) 學生須自備掛鎖。Students should **use their own padlocks**.
- (四) 學生切勿在儲物箱內存放貴重物品，亦不可在儲物箱內外作任何標貼。使用儲物箱期間如有任何損壞，學生須作出賠償。Students are strongly advised not to store any valuables in their lockers. Maintenance cost will be charged if there are any damages to the lockers.
- (五) 借用期以一學年為限。學生須於二零二零年五月十五日前清走掛鎖、箱內物品及辦理退箱手續。按金將以自動轉賬方式發還，學生須於退箱時提供所屬銀行戶口號碼。凡不依期退還儲物箱及清走箱內物品及掛鎖者，其按金將被沒收以抵償開鎖之費用。逾期未清之物品將於二零二零年五月十六日全數銷毀，不作另行通知。凡涉不依期退還儲物箱及/或有逾期未清之物品，該學生將不准再申請工程學大樓之學生儲物箱。**Successful applicants are entitled to use the lockers for one year and must return the lockers to the Faculty on or before May 15, 2020. Students should keep the lockers empty and unlocked before they claim for reimbursement of deposit. The locker deposit reimbursement will be settled by Auto-pay. Therefore, students are required to provide the bank account number for refund purpose. Deposit will be forfeited for those who fail to return the empty and unlocked lockers by the stipulated deadline. Any items found in the lockers on May 16, 2020 will be destroyed without further notice. Fail to return the lockers and/or fail to empty the lockers by deadline will result in disqualification in future application for lockers in engineering building.**
- (六) 學生一經遞交此申請表，將不會獲接納轉換申請蒙民偉工程學大樓之學生儲物箱。
Upon submission of this application form, the application will not be allowed to change to lockers located in the William Mong Man Wai Engineering Building.

本人已閱讀及明白上述申請指引，並承諾遵守儲物箱使用守則。

I have read and understand the application guidelines stated above and shall comply with Regulation for Use of Student Lockers.

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蒙民偉工程學大樓/ William Mong Man Wai Engineering Building

(2019/2020)

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