

大學游泳池
臨時游泳入場許可申請書
UNIVERSITY SWIMMING POOL
APPLICATION FORM FOR TEMPORARY SWIMMING PERMIT

致 學生事務處行政及設施組 (大學游泳池辦事處)
To University Swimming Pool Office, Administration and Amenities Section, Office of Student Affairs

由 _____ 部門主管 系主任
From _____ Unit Head Department Head

茲證明 _____ 教授 / 先生 / 女士
於二零 _____ 年 _____ 月 _____ 日至二零 _____ 年 _____ 月 _____ 日期間，將會從事以下活動：

This is to certify that Prof./Mr./Ms. _____
will be visiting the department / unit from (dd/mm/yyyy) _____ to (dd/mm/yyyy) _____.
He / She will participate in the following events:

- 學習 Learning
 教學 / 研究 Teaching / Research
 訪問 / 研討會 / 會議 / 演講 Visiting / Attending Seminar / Conference / Giving Speech
 其他 (請註明)
Others (please specify) _____

請發予上述人士：
Please issue swimming permit to the above mentioned person:

- 臨時學生入場許可 (每次入場收費五元)
Temporary Student Swimming Permit (HK\$5.00 for each admission)
 臨時職員入場許可 (每次入場收費十元)
Temporary Staff Swimming Permit (HK\$10.00 for each admission)
 臨時嘉賓入場許可 (每次入場收費三十元)
Temporary Guest Swimming Permit (HK\$30.00 for each admission)

部門 / 學系 Name of Department / Unit _____
部門 / 學系聯絡人 Contact person# _____
辦公室地址 Office address of Department / Unit# _____

#以收取臨時入場許可之用 To receive the approved temporary Swimming Permit

部門 / 學系負責人簽署及蓋印 申請日期
Signature of Department / Unit Head and Chop Date of Application

備註：請將填妥之申請表格逕寄香港中文大學范克廉樓一樓 101 室學生事務處行政及設施組 (大學游泳池辦事處)。臨時游泳入場許可的批核需時最少五個工作天。由於泳池於每年 12 月起關閉維修，臨時游泳入場許可的有效期只會直至每年 11 月 30 日。
Note: Please send the completed form to the University Swimming Pool Office, Administration and Amenities Section of Office of Student Affairs at 1/F, Benjamin Franklin Centre, CUHK. At least 5 working days is needed for the processing of temporary swimming permit. Temporary Swimming Permit will only be effective until 30 November since the swimming pool closes starting December every year.

