

Application Form for Use of Exhibition Gallery 展覽廊申請表



Part 1 – Details of Exhibition 第一部份 – 展覽詳情

Title 名稱			
Nature of Artworks 美術品性質			
Exhibition Period 展覽日期	From 由	to 至	(include date of Set Up & Dismantle) (包括安裝及拆卸日期)
Hanging Facilities 安裝設施	Limited quantity of steel cables and hooks can be provided on loan basis upon request. 有限數量之鋼鏈及鋼勾可於請求時供借用。 Yes / No (please circle as appropriate) 需要 / 不需要 (請圈出合適的)		

Part 2A – Applicant’s Particulars (For Internal User) 第二部份 A 項 – 申請者資料 (只供內部使用者)

Name of School/Unit/Student Society 學院 / 部門 / 學生組織名稱			
Name of Applicant 申請者姓名		Student No. 學生編號	
Tel No. 電話號碼		Email Address 電郵地址	
Course Code and Title 課程編號及名稱		Name of Lecturer/Tutor 講師 / 導師姓名	
Signature 簽名		Date 日期	

Part 2B – Applicant’s Particulars (For External User) 第二部份 B 項 – 申請者資料 (只供外部使用者)

Name of School/NGO/Non-profit Making Association 學校 / 非政府組織 / 非牟利組織名稱			
Name of Applicant 申請者姓名		Post 職位	
Tel No. 電話號碼		Email Address 電郵地址	
Signature and Organization Chop 申請者簽署及機構蓋印		Date 日期	

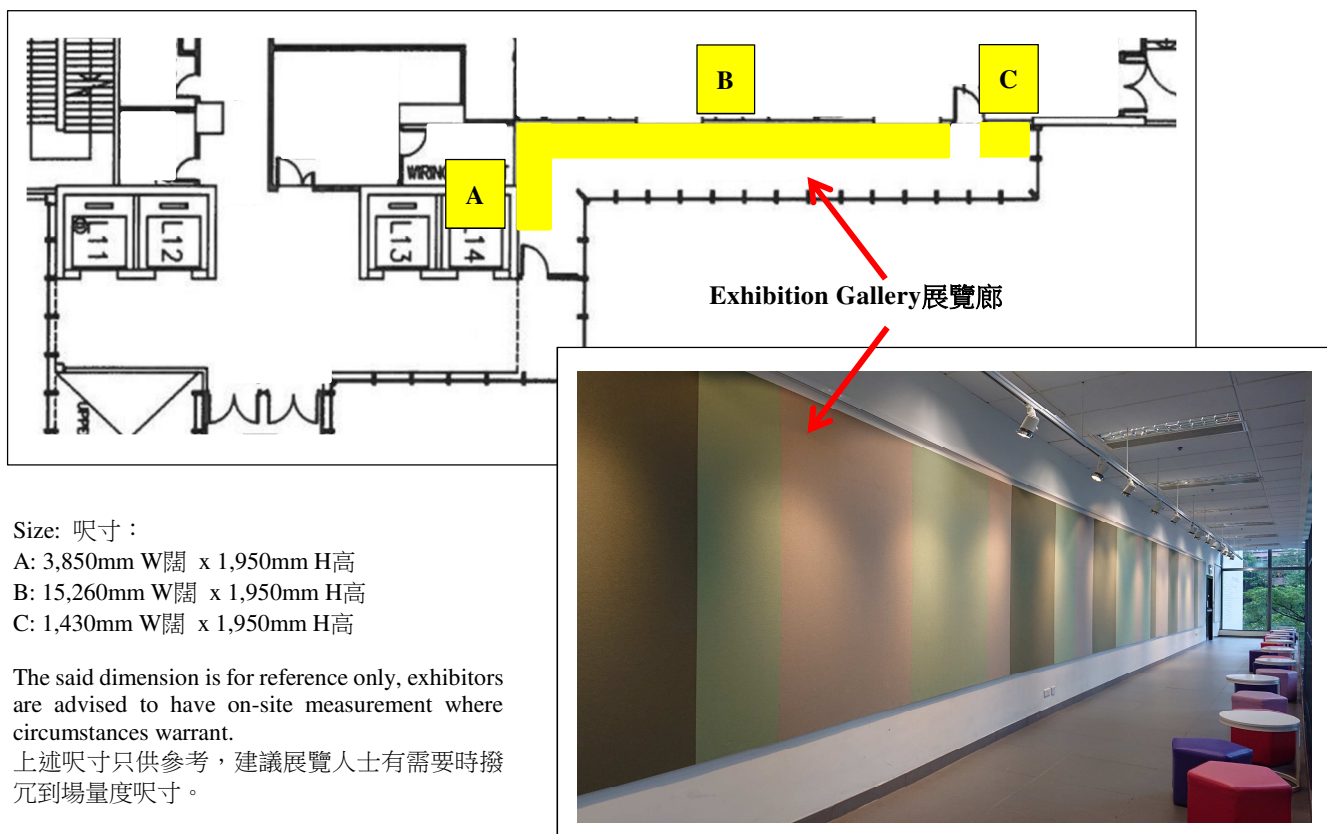
For Hong Yip internal use 供康業內部使用

- Application approved 申請批准 Remark: _____
 Application declined 申請拒絕 備註: _____
 Date: _____
 日期: _____

Noted 注意：

1. Please read the **Terms and Conditions for Submission of Display Material Gallery** carefully before submitting this form to our Facilities Management Services provider (Hong Yip) not less than 2 months before the exhibition commencement date.
請細閱**提交展品之條款及細則**，並於展覽日期不少於 2 個月前將申請表提交校園管理服務承辦商(康業)。
2. For enquiries, please call 3120 2413 or email to ouhkmc@hongyip3.com.
如有查詢，請致電 3120 2413 或電郵至 ouhkmc@hongyip3.com。
3. All information collected will be used solely for processing your application for the use of Exhibition Gallery. The provision of information by means of this form is voluntary. If you do not provide sufficient information, we may not be able to process your application. You can approach Hong Yip should you need to review or amend particulars in relation to your application.
所有收集之資料將只用於申請使用展覽廊用途，使用者於此申請表所提供之資料皆屬自願。如你未能提供足夠資料，我們或未能替你進行申請程序，你可以聯絡康業以便檢閱或更新與申請有關之特定資料。
4. Display area, size and hanging facilities are shown below:
展覽位置、尺寸及安裝設施如下：

1/F, Block D on Jockey Club Campus, OUHK 香港公開大學賽馬會校園D座一樓



Size: 呎寸：

A: 3,850mm W闊 x 1,950mm H高

B: 15,260mm W闊 x 1,950mm H高

C: 1,430mm W闊 x 1,950mm H高

The said dimension is for reference only, exhibitors are advised to have on-site measurement where circumstances warrant.

上述呎寸只供參考，建議展覽人士有需要時撥冗到場量度呎寸。

Hanging Facilities – Steel cables and hooks 安裝設施 – 鋼鏈及鋼勾

