

**REGISTRATION FOR USE OF E-MAIL IN COMMUNITY HALL/ COMMUNITY CENTRE**  
**電子郵件形式遞交社區會堂申請表**

**Applicant 申請機構**

Name: \_\_\_\_\_

名稱

Address: \_\_\_\_\_

地址

Tel. No: \_\_\_\_\_ Fax. No: \_\_\_\_\_

電話

傳真號碼

E-mail Address: \_\_\_\_\_

電郵地址

Date of Registration: \_\_\_\_\_

機構註冊日期

Please submit resignation documents, such as the certificate of registration of society, registered constitution etc.

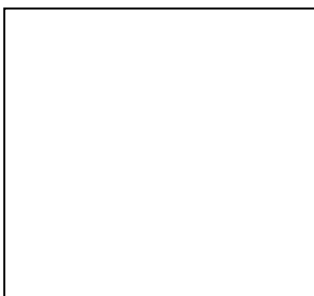
請提交機構的註冊證明文件，如公司註冊證書、社團註冊證書及註冊的會章等。

I hereby declare that I understand the applicant organization is only allowed to register one designated e-mail account and confirm the above account will be used for the application of using the Community Hall/ Centre. If more than one application is submitted to Sha Tin District Office for the same booking period, previous application will be replaced by the latest submission without prior notice to the applicant organization.

本人明白申請團體只可登記一個電郵帳戶，並確認以上述電郵地址作為申請使用社區會堂/社區中心的指定電郵地址。如本團體在同一輪申請，以指定電郵地址向沙田民政事務處發送多於一個申請，則新遞交的申請將取代原有申請，並且不會獲個別通知，特此聲明。

**Official stamp of applicant**

申請機構的正式印鑑



Signature 簽署 : \_\_\_\_\_

Name 姓名 : \_\_\_\_\_

Position 職位 : \_\_\_\_\_

Date 日期 : \_\_\_\_\_