

Rental of Cookery Demo Room – Booking Form for External Users

Eligible Users:

Lee Woo Sing College Cookery Demo Room is now open for trail run for all CUHK Departments, Full-time Staff & Students to book for organizing non-profit making cooking event for their staff, students, families and friends. Please read attached Booking Rules & Regulations for details.

Please kindly complete the following:

Name: _____ College/Department/Unit: _____

Contact: _____ Email: _____

Date of Event: _____

Booking (5 days advanced booking is required):

Date (Monday to Sunday)	Time (10:00am-10:00pm)	Special Offer for Trail Run - Rental Fee & Deposit
		HK\$600/ 2 hours & HK\$300/extra hour Deposit: HK\$1,000 per booking

Nature of Event: _____

Participants: CUHK Staff CUHK Students Family Friends

No. of Participants: _____ (Maximum 20 persons)

Do you require Cookware & Equipment? Yes* No

**If yes, please return the “Cookery Demo Room – Cookware & Equipment Pre-Booking Form”, as attached, together with this Booking Form to wscollege@cuhk.edu.hk*

Any other request: _____

OFFICE USE ONLY

Application form received by: _____

Approved by : _____

Booking is accepted / rejected

Date: _____

Date: _____