

# Booking Forms: ACTIVITIES

**Please send a separate cheque and booking form for each event.**

Be sure to include the names of guests on the booking form.

As places are limited, early registration is recommended.

- Make cheques payable to “Friends of the Art Museum, CUHK Ltd.”
- Please write your name, telephone number and activity on the back of your cheque.
- Send the cheque and booking form to the organiser listed on the same page as the description of the activity at least 5 days before the event.
- Your reservation will be confirmed to you by email. If the event is full you will be advised accordingly and your cheque will be destroyed.
- Refunds (except travel deposits) will be given for cancellations up to 8 days before the event.
- **Please note that your membership number is on your newsletter envelope label.**

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**Friends: Activities Booking Form**

Activity: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_  
Number of Guests: \_\_\_\_\_ Separate Payments? Yes No  
Names of Guests: \_\_\_\_\_  
Amount Enclosed: HK\$ \_\_\_\_\_ Bank/ Cheque Number: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
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Activity: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_  
Number of Guests: \_\_\_\_\_ Separate Payments? Yes No  
Names of Guests: \_\_\_\_\_  
Amount Enclosed: HK\$ \_\_\_\_\_ Bank/ Cheque Number: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
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**Important Notes Regarding Booking Events:**

- Members have priority booking for all events.
- Places are limited, so please book in advance by sending the completed booking form to the Event Coordinator listed for each event.
- Guest names must be included on the booking form the member submits to the Event Coordinator.
- Your reservation will be confirmed to you by email. If the event is full, you will be advised accordingly and your cheque will be destroyed.
- Members of the **Collector's Circle** may bring two additional non-members to any event free of charge. However, the Collector's Circle member must contact the Event Coordinator to provide the guests' names and ensure that there is space at the event to accommodate your guests.