

Please fill in the form of your request and submit form to us.
 (If your Adobe Reader does not support form fill-in features, please print out, fill in and return the form to ITSC)

Information Technology Services Centre

Video conferencing/ Video streaming and Broadcasting/ Web conferencing services Application Form

(Requested services serve CUHK departments which are organizers)

Department	
Contact person	
Title	
Contact phone	
Contact e-mail	

Request for the services of (please select):

<input type="radio"/> Video conferencing	<input type="radio"/> Video streaming and Broadcasting	<input type="radio"/> Web conferencing
<input type="checkbox"/> Equipment on loan <input type="checkbox"/> Setup demonstration	<input type="checkbox"/> Streaming <input type="checkbox"/> Broadcasting <input type="checkbox"/> Media file output	<p><i>Standard package</i></p> <input type="checkbox"/> \$500 basic conference: 2 hours, up to 4 connections (addition connections will be charged \$70 per extra connection per hour) <input type="checkbox"/> number of extra connections required _____ <input type="checkbox"/> number of additional hours required _____
		<p><i>Monthly package</i></p> <input type="checkbox"/> \$1000 monthly plan for named users, 20 users in maximum <input type="checkbox"/> number of additional users required _____
<input type="checkbox"/> Needs ITSC Setup support before conference		<input type="button" value="Click to select the support from the list"/>
<input type="checkbox"/> Needs ITSC on-site support during conference		<input type="button" value="Click to select the support from the list"/>
Location of meeting/conference <input type="radio"/> Local only <input type="radio"/> Local and overseas	<p><i>Please specify(e.g. HK, Japan, UK, US):</i></p> <hr/> <hr/> <hr/>	
Expected Event Date:	<hr/>	

Further Remarks