To: Wardens,
Kuo Mou Hall / Student Hostel II*

Dear Wardens,

Re: Staying in Hostel during Lunar New Year Holiday

I wish to stay in the hostel during the Lunar New Year holidays from 18 February (Wednesday) to 23 February 2015 (Monday) when the hostel will be closed as announced. I note and agree to comply with the following instructions:

1. No services will be provided by the hostel during the period.
2. Unauthorized persons, residents, or visitors, whether they are accompanied by me or not, are not allowed to enter the hostel at any time throughout the period.
3. All hostel rules and regulations are to be observed.
4. The main entrance and all emergency exits must be securely locked after me.
5. The code of the electronic door lock should be kept strictly confidential and used by me only.

Name (in block letters):__________________________________________

Name (in Chinese)__________________________________________Student ID No.:__________________________________________

Room No. & Hostel:__________________________________________Mobile No.:__________________________________________

Email Address:________________________________________________

Signature:__________________________________________Date:__________________________________________

Note: It is a criminal offence to possess fire cracker and/or firework.

* Delete as appropriate