**Application Form for Public Announcement 2017 – 2018**

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| Name of Club / Organization: |  |
| Name of Club Chairman: |   |
| Phone number of applicant: |  |
| Date of Application: |  |
| Date of Announcement: |  |
| Content of Announcement: |  |
| \*In English except for Chinese and Putonghua announcements |
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Please submit your request at least **1 School Day** before the announcement is to be made by handing the form **with teacher’s signature** to Thomas Lau of S. 5E. **Late submissions** will only be read on the **next day**.

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| Yours sincerely, | Appro­­­ved by, |
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| Student-in-Charge | Teacher-in-Charge |
| Name:  | Mr./Ms.  |
| Class:  |  |