

代辦遷出手續授權書 / 代辦存取暑期行李授權書

Authorization form for Moving-out procedure / Summer luggage storage or retrieval

請在你合適的方格上打剔 Please check the boxes below suitable to you

本人謹此授權下列人士按退宿方案代辦本人退宿事宜

I, the undersigned applicant, hereby authorize the following person to process the move-out procedure.

本人謹此授權下列人士按暑期行李寄存方案代辦行李寄存事宜

I, the undersigned applicant, hereby authorize the following person to complete procedure for summer luggage storage

申請人資料 Applicant's Details

中文姓名 Name in Chinese		外文姓名 Name in block letters:	
學生號碼 Student no:		電郵 Email address:	
聯絡電話 Contact number:		房間號碼 Room no:	

被授權人資料 Authorized Person's Details

中文姓名 Name in Chinese		外文姓名 Name in block letters:	
學生號碼 Student no:		電郵 Email address:	
聯絡電話 Contact number:		房間號碼 Room no:	

申請人須於申請時遞交以下文件：

- 申請人及被授權人已填妥之本授權書；
- 申請人之澳大學生證影印本；
- 被授權人之澳大學生或附有照片的身識別文件影印本。

The applicant should submit the following documents to CKPC upon application.

- A completed authorization form signed by the applicant and authorized person;
- A copy of the applicant's UM student card;
- A copy of the authorized person's UM student card / identification documents (with photo).