

**The Hong Kong University of Science and Technology**  
**Student Amenities, Dean of Students' Office**  
**Application for Mail Box / Storage Cabinet by Student Organization**

- Any group of students of the University recognized by the University who intends to organize extra-curricular activities may apply for allocation of mail box and storage cabinet under the student amenities.
- Completed application form should be returned to the LG3 Student Support & Activities Counter of the Dean of Students' Office or email to [stuam@ust.hk](mailto:stuam@ust.hk)
- The Dean of Students' Office reserves the right to grant and withdraw the right of use of the facilities at any time.

1. Name of Student Organization: \_\_\_\_\_

2. Status of the Student Organization:  Organizing Committee  
 Registered with HKUST  
 Registered with the HKUSTSU  
 Others (pls specify): \_\_\_\_\_

3. Name of Chairperson: \_\_\_\_\_ (Student ID: \_\_\_\_\_)

4. Particular of 2 other students involved in this application:

<u>Name</u>	<u>Student No.</u>	<u>Mobile No.</u>	<u>Signature</u>
_____	_____	_____	_____
_____	_____	_____	_____

5. Facility applied for:  Mail Box  Storage Cabinet

6. Period of Use: From \_\_\_\_\_ To \_\_\_\_\_

Signature of Chairperson

Date

For Office Use

Facility Approved

No.

Received by

Student No.

Mail Box

\_\_\_\_\_

Storage Cabinet

\_\_\_\_\_

Remarks: \_\_\_\_\_