

銘傳大學桃園校區烤肉場使用申請表

Application Form for Using BBQ Sites Located on Ming Chuan University Taoyuan Campus

年 月 日 MM DD YYYY

申請單位 Applying Unit		申請人 Applicant	
使用時間 Usage Time	年 月 日 時 分 Year Month Day Hour Minute 至 to 年 月 日 時 分 Year Month Day Hour Minute	人數 No.of Participants	(三百人為限) (Limited to 300 individuals)
事由 Reason			
系主任 Chair		批示 Comments	
實際到場老師 Responsible family/staff on the day of the event		副處長 Deputy Executive Director	
學務組 Student Affairs Division			
總務組 General Affairs Division			
成功行政暨 能源管理組 Chengkung Administration and Energy Management Section			
夜間行政組 Evening Class Administration Section			

【紙本個資宣告】此資料之蒐集僅限於本校公務部門調查或執行業務需求等目的使用，非經當事人同意，絕不轉作其他用途，亦不會公佈任何資訊，並遵循本校資料保存與安全控管辦理。(詳細個資管理可參閱-銘傳大學個人資料保護管理要點與銘傳大學個人資料保護專區~<http://pims.mcu.edu.tw>)

The information collected is only for the purposes of temporary parking permit application. Information is processed according to Ming Chuan University (MCU) information maintenance and security management regulations and shall not be disclosed or provided to any third party without prior consent, nor transferred for any other uses. (For more details on personal information management, please refer to MCU Guidelines for Personal Information Protection Management and MCU Personal Information Management System at URL <http://pims.mcu.edu.tw>.)

<p>附註 Note</p>	<p>1.使用完畢後，須負責該區之清潔及垃圾帶離現場，尤應注意餘燼之熄滅。 Following use,the BBQ area must be cleaned up and garbage disposed of properly; more importantly, users must ensure that fire is completely extinguished before leaving.</p> <p>2.嚴禁施放煙火或任何有危及校區安全之事項。 Setting off fireworks or engaging in any dangerous activities that might endanger campus safety are strictly prohibited.</p> <p>3.如違反 1、2 項規定，將取消該學年申請使用之資格。 Applicants who violate the first or second regulations will not be permitted to use the BBQ sites again during that academic year.</p> <p>4.請於一週前提出申請，實際到場老師或指定代理人需全程參與，否則，不予受理。 Please submit your application at least a week in advance. Moreover, responsible staff members on the day of the event must be present during the entire activity process; otherwise, the application will not be accepted.</p> <p>5.公共設施如有毀損，須負責修復或賠償。 Users are responsible for repairing or making compensation for any damaged equipment or facilities within the BBQ sites.</p> <p>6.須以團體名義申請，個人名義申請不予受理。 Only group applications are accepted, no individual applications.</p> <p>7.本表核可後，請至總務組領取。 After being approved, please come to General Affairs Section for the permission document.</p>	
<p>借用時間 BBQ Site Availability</p>	<p>1.週一至週五：17:00-21:00 2.週五中午：12:00-14:00 3.假日：08:00-21:00</p>	<p>Monday thru Friday：17:00-21:00 Friday Afternoon：12:00-14:00 Holiday：08:00-21:00</p>
<p>承辦單位 Contact person</p>	<p>日間：總務組 夜間：夜間行政組 假日：執勤教官</p>	<p>Day Shift：General Section Night Shift：Evening Class Administration Holiday Shift：On-duty Drillmaster s</p>