**Recruitment Week Proposal**

**Part I: Duty List**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Timeslot | Exco 1 | Exco 2 (optional) |
| 14/10/24 | Recess | Chan Tai Man 4F 01 |  |
| Lunch (1330-1340) |  |  |
| After school (until 1600) |  |  |
| 15/10/24 | Recess |  |  |
| After school (until 1600) |  |  |
| 16/10/24 | Recess |  |  |
| Lunch (1330-1340) |  |  |
| After school (until 1500) |  |  |

\* Each Exco can only take up 1 timeslot per day

**Part II: Club Description**

|  |  |
| --- | --- |
| Subtitle (optional): |  |
| Club Fee and/or package: |  |
| Store description: |  |

**Part III: Floor Plan**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | | | | |
| Table: |  | Chair: |  | Vertical Board: |  |
| Horizontal Board: |  |

\* At most 1 board, 3 tables and 3 chairs for each club

\* Vertical board: 175 cm(H) x 115 cm(W); Horizontal board: 116 cm(H) x 179 cm(W)

Please be reminded to also submit this hardcopy to Club Directors. If you have any enquiries, please feel free to contact Club Directors **WONG, Ka Fung (5F) at 9733 0420 or TANG, Ka Lam (4F) at 9143 2637.**

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| Club Chairman (S. ) | Teacher-in-Charge |