

HKTA Tang Hin Memorial Secondary School

Parent Teacher Association - Student Activity Fund

Application Form

Name of the student register group / activity :	
Teacher-in-charge :	
Student-in-charge :	

Details of Proposal

a) Name / Title of Activity : _____

b) Aims & Objectives : _____

c) Proposed Date: _____

d) Proposed Venue : _____

e) Target group of Participants : _____

f) Number of Expected Participants : _____

g) Details of Proposal: _____

Budget

Total Expense Budget for the Program HK\$ _____

Less: Fees to be collected from participants HK\$ _____

Expense to be borne by the organizer HK\$ _____

Other subsidies HK\$ _____

Amount of PTA Student Activity Fund applying for **HK\$** _____

Proposed Expenses

Items / Description	Amount (HK\$)
Total	

I have read and understood the “Regulations and Guides to Application” for the activity fund and agree to comply with the regulations as stipulated. I would like to apply for a subsidy of PTA Student Activity Fund of HK\$ _____ in relation to our proposal.

Signature:	Signature:
Name of Student-in-charge :	Name of Teacher-in-charge :
Date:	Date:

Remark: Student-in-charge must attend the interview with PTA members.

=====

For PTA use only:

Project No.	Approved Amount

Approved by Committee Members			
Signature:	Signature:	Signature:	Signature:
Name:	Name:	Name:	Name:
Date:	Date:	Date:	Date: