



Requisition for school talk

We would like HKIAAT to present a talk to our students. Proposal of the talk is as follows:-

Preferred Dates:	(1 st Choice) _____
	(2 nd Choice) _____
Preferred Time:	From _____ To _____
Size of Audience:	_____
Medium of Delivery:	Chinese
Format of our Talk:	About 30 Minutes (Talk Session)
(for reference)	About 15 Minutes (Q&A Session)

Name of School : _____

Address : _____

Contact Person: (*Mr/Ms) _____
(Name in Block Letters)

Position: _____

Tel No.: _____ Fax No.: _____

E-mail: _____

Signature _____ School Chop: _____
(Principal/Careers Master/Subject Head)

Name: (*Mr/Ms) _____ Date: _____
(in Block Letters)

**Delete as appropriate*