**Meeting Room Reservation Application Form at Guangzhou International Campus, South China University of Technology**

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| Applying Unit |  |
| Meeting Venue |  | Time of Use |  |
| Applicant |  | Contact |  |
| Number of Participants & Meeting Details(Equipment & Service Requirements, etc.) |  |
| Opinion of the Applying Unit | Signature of the Person in Charge ：Official Stamp:Date:  |
| Opinion of Office of Administration | Signature of the Person in Charge ：Official Stamp:Date:  |