



## Confirmation 上課通知書

2011/11/04

布少珍

副總經理

電鍍工程及化工原料有限公司

香港新界沙田

石門安心街11號

華順廣場103室

By Fax (傳真): **26643308**

Thank you for your interest in our course. This is to confirm that the course will be commenced with details below.  
多謝閣下報讀本中心所舉行的課程。現特函通知下列課程將如期舉行，請於上課當日攜同此通知書上課。

Course Code 課程編號	Course Name 課程名稱	Date 上課日期	Time 上課時間	Amount HK\$ 學費(港幣)	Venue 上課地點
A2151 0	CEO永續發展經營之道(第四期)-核心篇	2011/11/12 - 2011/11/26	10AM - 6PM	\$4,200	R506

For your convenience, a map showing the class venue is attached. In case you need any further information, please call our hotline at 3400-2773.

隨函附上上課地點之地圖，以供參考。若有任何查詢，請致電3400-2773。

Once again, your support to the PolyU is greatly appreciated.  
再次多謝閣下對本中心的支持。

Management and Executive Development Centre  
企業經管人才發展中心

Remarks: 11月12, 19及26日  
共三個星期六

### Notes 注意:

- Course payment has not been received, please settle it immediately. 我們尚未收到閣下的學費，請盡快繳交學費。  
 Course payment has been received and official receipt will be issued accordingly. 我們已收到閣下的學費，會盡快發出收條
- Office Hours Monday to Friday: 9:00am - 12:45pm ; 2:00pm - 5:30pm (Reception counter service is available till 8:00pm.)  
本中心辦公時間 星期一至五上午九時至下午十二時四十五分；下午二時至五時半 (接待處服務時間至晚上8時正)  
Saturday: 9:00am to 12:00 noon  
星期六上午九時至中午十二時正
- The course/activity will be postponed / cancelled when a typhoon signal no. 8 is hoisted or a black rainstorm warning is issued.  
若懸掛8號或以上風球底黑色暴雨警告，課程將改期或取消。