

Document No.

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THE CHINESE UNIVERSITY OF HONG KONG
INTERDEPARTMENTAL TRANSFER FORM

Please transfer HK\$ _____

	From: (Debit)							To: (Credit)							
COMPANY CODE								C	0	0	1				
COST CTR/PROJECT/ BUSINESS AREA CODE								S	O	C					
COST CTR/PROJECT/ BUSINESS AREA NAME								Sociology							
ACCOUNT CODE								5	5	9	1	0	4		

Being charges for:

Booking of Conference Room(SB422) on

Date :

Time :

User's unit / dept :

Contact person :

Phone no.:

	From: (Debit)							To: (Credit)						
CHECKED/RECEIVED BY DEPARTMENT														
APPROVED BY HEAD														
CHECKED/APPROVED BY BURSARY	/							/						
DATE														

Posted by: _____

Date: _____

N.B. Supporting documents, where appropriate, should be submitted.