



Junior Tennis Squad 青訓班
LEAVE APPLICATION FORM 請假申請表

Part I: To be completed by Player 由球員填寫			
Name of Player 球員姓名		Training Venue 訓練地點	
		Level 程度 *Please circle appropriate Foundation / Development / Potential	
Reason for Leave 請假原因			
	Sick Leave 病假	Please attach medical certificate(s) 請同時附上醫生紙	
	School Work 學校活動	Please attach supporting documents, e.g. school calendar 請同時附上證明	
	Family or Holiday 家庭活動或旅遊	N/A	
	Others 其他	Please state reason(s) 請列明原因	
Period of leave applied (dd/mm/yyyy - dd/mm/yyyy) 申請日期			Total no. of days 總日數
Name of Parent 家長姓名		Signature of Parent 家長簽署	Date of Application 日期
Mobile: 聯絡電話			

Part II: HKTA Office use 由網總職員填寫		
Signature		
Approved by		
Date		