



WITHDRAWAL FORM 退隊申請表

Part I: To be completed by Player		
Name of Player	Venue: HKTC / BR / SWH / QB / SKM / SKL / KT / KHO / YL / TM / TW Ball Color: Yellow / Green / Orange / Red Group: 1 / 2 / 3 / 4 / 5 (*Please circle if appropriate)	
Please state the reason(s) for leaving	Endorsed by (Coach)	
Effective Date / Month for Withdrawal	Contact Number	
Name of Parent	Signature of Parent	Date of Application

Part II: To be completed by verifying staff, endorsing and approving authorities		
		Signature
Endorsed by		
Approved by		
Date:		
HKTA Office use		

Notes:

- If participant fails to attend the course due to personal reasons, there shall be NO arrangement for refund or make-up class.
- If participant fails to attend the whole course due to health reason, refund will be arranged if the application is submitted 5 days prior to the commencement of the course. HK\$100 admin fee will be levied for each application. Sick leave application during the course will not be eligible for refund unless the participant will be absent for 50% or more of the lesson continuously and medical certification is provided.
- Withdrawal application should be approved by the in-charge coach and sent to HKCTA 30 days prior to the expected termination date.