

National Programme Withdraw Application Form
 Fax: 2894 8704 Email: gary.chan@tennishk.org

WITHDRAWAL APPLICATION FORM

Part I: To be completed by Player		
Name of Player	(*Please circle appropriate) *Group: NTSA / NTSB / College / Futures *Venue: HK / KLN / NT / KT	
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		
Endorsed by		(Signature)
Approved by		(Signature)
Date:		
HKCTA 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 send to HKCTA 30 days prior to the expected termination date.

Organized by

Subvented by