CJCU Winter, Summer residence dormitory lodging payment

(Out-of-school personal use)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Cell phone |  | Gender | □male/□Female |
| Application matter |  | Period | yy/ mm/ dd- yy/ mm/ dd |
| Total Days |  | Deposit | NTD | Accommodation fee | NTD |
| Emergency contact person |  | relationship |  | Connection phone |  |
| Address |  | Dorm Room No. |  |
| Student Life and Residential Services Section (1) | Cashier Section (2) | Student Life and Residential Services Section (3) | Janitor (4) |
|  |  |  |  |

1.The processing procedures: Cashier Section→ Student Life and Residential Services Section → → Janitor of the Fourth Dormitory assesses the allocation of bedroom.

2.The allocation of bed room, the dormitory management unit full distribution, the applicant shall not object.

3.The provisions of matters:

 (1) The original items which are belong to others people in the bedroom shall not be touched, damaged items are responsible for

compensation.

 (2) The residents need to comply with the management regulations of student accommodation, such as shall not use prohibited items, shall not bring non-residential personnel into the dormitory.

 (3) The residents who need to remove from the bedroom should apply the check-out procedures by the dormitory janitor.

4.The residents can just get the deposit refund from the dormitory janitor on the week days in winter or summer vacation and need to first complete the check.

5.If the residents didn’t submit the Dormitory Withdrawing Application Form to the janitor, that will not be seen as completing the procedure of withdrawing. The janitor will not return the deposit NT 300.

6.The working days of winter or summer vacation: 8 a.m. to 5 p.m. Please handle the related business during the working days.

7.The check-in time is 3 p.m. every day, the check-out time is 9 a.m. to 12 p.m. every day. If the check-out time is overdue, that will be the extra dorm fee.

8.The Notice:

(1) The applicant is agreeing with his/her personal information to be collected, processed, and used as good as possible. Without the

agreement, we will not use it for other purposes and even keep your personal information protected. Please look up for the related notice in this website: http://www.cjcu.edu.tw/pims

(2) Contact us: No.1 Changda Rd. Gueiren Dist. Tainan Ct.; Tel. 06-2785123 Ext. 1022; Email：pims@mail.cjcu.edu.tw

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**CJCU Winter, Summer residence dormitory Deposit Payment receipt (Out-of-school personal use)**

Name： Phone： Period： yy mm dd- yy mm dd

Deposit：300NTD

Contractor's signature： yy mm dd / Cashier Section： yy mm dd

**Ford Janitor Use Only**

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**CJCU Winter,Summer residence dormitory deposit payment receipt &check-out form**

**(Out-of-school personal use)**

Name： Phone： Period： yy mm dd- yy mm dd

Deposit：300 NTD

Contractor's signature： yy mm dd / Cashier Section： yy mm dd 1. This receipt is required for refund of the accommodation deposit.

2. Dormitory Verify Check-out date：

3.Dormitory administrator on duty phone：0910-622-885。

**For Checked by the officer after check-out**

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**CJCU Winter, Summer residence dormitory Deposit Payment receipt(Out-of-school personal use)**

Name： Phone： Period： yy mm dd- yy mm dd

Accommodation Fee：Accommodation days Total days/ Prices：Daily unit price 200NTD

**Total Amount： NTD**

Contractor's signature： yy mm dd / Cashier Section： yy mm dd

**Ford Cashier Division Use Only**

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**CJCU Winter, Summer residence dormitory Deposit Payment receipt (Out-of-school personal use)**

Name： Phone： Period： yy mm dd- yy mm dd

Accommodation Fee：Accommodation days Total days/ Prices：Daily unit price 200NTD

**Total Amount： NTD**

Contractor's signature： yy mm dd / Cashier Section： yy mm dd

**For Student Use Only**