

HONG KONG AIR CADET CORPS

M E M O [revised]

From: OC MLAU

To: OC Units

Date: 23rd June 2010

Visit to the International Mail Centre

Details of the visit are as follows:

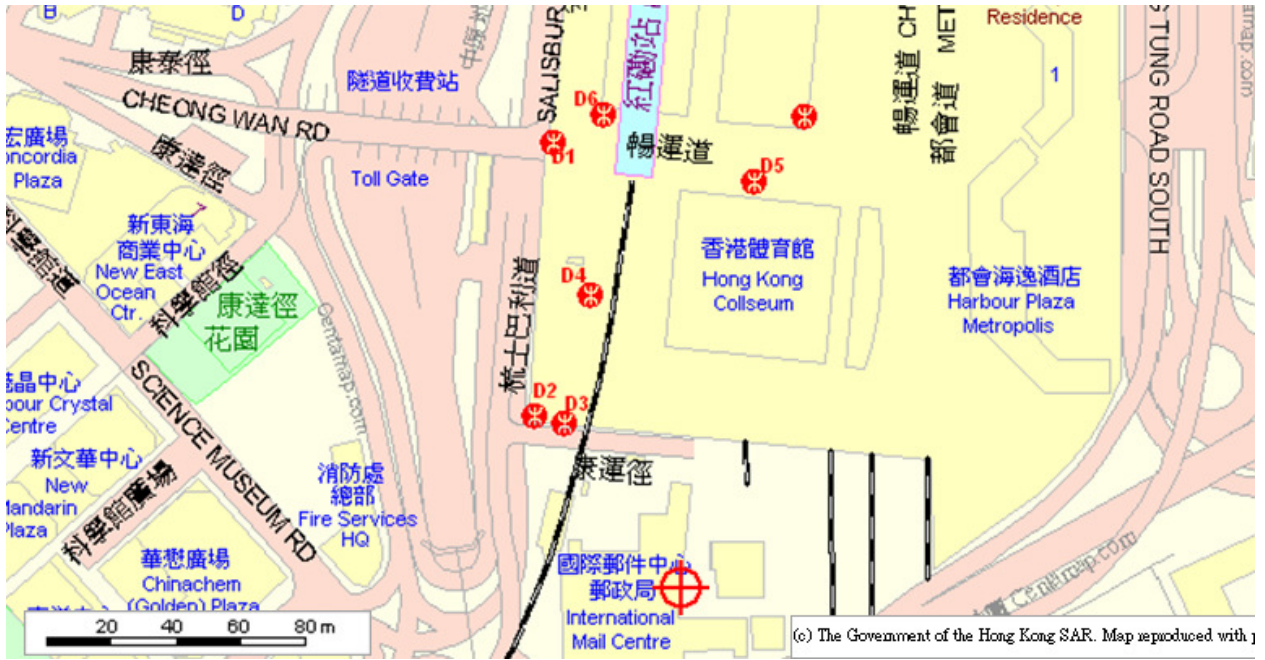
Date:	14th July 2010 (Wednesday)
Time:	1030-1200 hrs
Venue:	80 Salisbury Road, Tsim Sha Tsui East (see appendix)
Roll call:	1015hrs, the Entrance, G/F, International Mail Centre
Programme:	Members will be given a chance to tour around the facility to observe the mail sorting, stamping and dispatching operations.
No. of vacancies:	30 (open to all cadet and adult members; family and friends are also welcome if there are any vacancies left)
Dress Code:	<ul style="list-style-type: none">▪ HKACC Blue Polo Shirt / Grey T-shirt▪ Dark Blue/Black Trousers and sport shoes
Remarks:	In order to minimize the interference to the daily operation of the post office, photo-taking and video-shooting in Hongkong Post areas and premises are not allowed without the permission of the staff concerned.
Application deadline:	1800 hrs, 7th July 2010 (Wednesday)

1. Interested members please return the attached reply slip in MS Word format by e-mail to Fg Off Winnie S Y Ho at maam_ho@yahoo.com.hk.
2. All successful applicants should follow the instructions of the shortlist memo to be published later.
3. Should you have any queries, please do not hesitate to contact Fg Off Winnie S Y Ho.

(original signed)
Brenda W S CHAN
~~Ag~~ Sqn Ldr
OC MLAU

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Appendix



HONG KONG AIR CADET CORPS

Reply Slip for the Visit On 14th July 2010

To: OC MLAU

From: _____ Unit

Date: _____

Please reserve ___ seat(s) for our Unit and we understand that the final allocation of seats would be subject to the availability and selection result of your unit.

Name in Block Rank Post Signature

Contact Email: _____ Contact Tel: _____

List of Application (in descending order of preference)

No.	Unit	Rank	Name	Serial No.	Mobile Phone number	Emergency Contact Person and Phone No.
Escorting Officer						
1						
2						
3						
4						
5						
6						
7						
8						