

Department of Oceanography

Application Form for Space Reservation

Date of application: (y) (m) (d)

Applicant		Title	<input type="checkbox"/> Teacher <input type="checkbox"/> Contract researchers <input type="checkbox"/> Others												
Phone number		Rental space number													
Unit of charge		Start and end of the reservation period													
Space category		Purpose of space reservation													
Notes															
The above section shall be filled out by the applicant															
Result of review	<input type="checkbox"/> Accept and charge the applicant at the specified unit and rate of charge <input type="checkbox"/> Reject														
Case officer		Signature of the director													
Instructions for space reservation															
1. Charge rate for space reservation at the Department of Oceanography (approved in the second Department Affairs Council meeting in the first semester of the 2016–2017 academic year):															
<table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="padding: 5px;">Unit of charge (unit: per 8 × 4 m²)</th> <th style="padding: 5px;">Rate of charge (unit: NT\$/month)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">1st unit of charge</td> <td style="padding: 5px;">500</td> </tr> <tr> <td style="padding: 5px;">2nd unit of charge</td> <td style="padding: 5px;">1000</td> </tr> <tr> <td style="padding: 5px;">3rd unit of charge</td> <td style="padding: 5px;">2000</td> </tr> <tr> <td style="padding: 5px;">4th unit of charge</td> <td style="padding: 5px;">4000</td> </tr> <tr> <td colspan="2" style="padding: 5px; text-align: center;">For the fifth unit of charge and above, a rate of charge of NT\$4000/month is applied.</td> </tr> </tbody> </table>				Unit of charge (unit: per 8 × 4 m ²)	Rate of charge (unit: NT\$/month)	1st unit of charge	500	2nd unit of charge	1000	3rd unit of charge	2000	4th unit of charge	4000	For the fifth unit of charge and above, a rate of charge of NT\$4000/month is applied.	
Unit of charge (unit: per 8 × 4 m ²)	Rate of charge (unit: NT\$/month)														
1st unit of charge	500														
2nd unit of charge	1000														
3rd unit of charge	2000														
4th unit of charge	4000														
For the fifth unit of charge and above, a rate of charge of NT\$4000/month is applied.															
2. The applicant shall use the space properly and safely and will be liable for repayment for any damage to equipment in the space.															
3. The applicant shall restore the space to its initial state once the reservation period ends.															