Enrolment Form for Fire Drill 2018
(Core B-F of Cyberport 3)

Company Name: _____

Premises: _____ No. of Staff at the office : _____

Fire Safety Talk

Date :	2nd November 2018 (Friday)
Time :	14:30hrs – 15:30hrs
Location :	Training Theatre on Level 3 at Core F of Cyberport 3

Annual Fire Drill

Date :	26th November 2018 (Monday)
Time :	15:15hrs – 15:45hrs
Assembly area :	Please see the attached location plan

We will / will not * participate the fire drill Number of participants: _____

*Delete whichever not appropriate

Contact details of appointed Fire Warden(s):
We will contact the fire warden(s) in case of a real fire.
Please fill in the information regardless of your participation.

Name : (1) _____ (2) _____

Contact No. : (1) _____ (2) _____

E-mail : (1) _____ (2) _____

For and behalf of

_____
Signature and Company Chop

Remarks:

Please return the completed form to Cyberport Facilities Management Office or Customer Service Counters by hand, by Email (facility@cyberport.hk) or by fax at 3166 3100, on or before* 1st November 2018 (Thursday). *Otherwise, we shall assume that you will not participate in this fire drill.

富城集團 Urban Group
豐盛創建成員 Member of FSE Holdings

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