



Shaw College, The Chinese University of Hong Kong
Letter of Undertaking for Borrowing Academic Gown

I, _____, would like to borrow a set of academic gown (including a gown, a hood and a cap) from the Business Office of The Chinese University of Hong Kong through Shaw College for the Shaw College Photo Day on 26 March 2021. I promise:

1. to keep the gown clean and return it to the college office by 22 April 2021 no later than 4:30 pm.
2. to pay the penalty for late return (a penalty of HK\$40 per working day, excluding Saturday, Sunday and public holidays)
3. to pay the penalty for damage (gown: HK\$360, hood: HK\$160, cap: HK\$160, full set: HK\$680)
4. to pay penalty if the loss of the gown (full set: HK\$680)

Name: _____ Major: _____

Student ID: _____ Contact Number: _____

Email Address: _____

Signature: _____ Date: _____