

維多利亞校服公司

租借畢業袍服務 - 租袍表

Academic Regalia Rental Service – Gown Hiring Form



學生填寫部份 Student Use 請於空格加上✓號選擇 Please select and put a ✓ in the box

大學名稱 / Name of University : 香港理工大學 The Hong Kong Polytechnic University			
Name 姓名	學生編號 Student ID	聯絡電話 Contact No.	
SPEED	<input type="checkbox"/> 1) 管理文憑 / 進修文憑 / 進修證書 Sub-degree		<input type="checkbox"/> 2) 學士 Bachelor's Degree
取袍日期:	還袍日期:	取袍及還袍地點:	<input type="checkbox"/> HHB / WK <input type="checkbox"/> 分店
租用名稱及指定物品 (每套) Hiring Package and Specified Items (per set)		首期租金及按金 Hiring Fee for First Period & Deposit	續租租金 Extension Fee
1) <input type="checkbox"/> 黑色畢業袍 1 件 + 肩帶 1 件 (purple) 1 pc of Black Gown + 1 pc of Stole		\$525 包括首 42 天不獲退還租金\$105 Including \$105 non-refundable hiring fee for first 42 days	每 7 天\$105 Every 7days\$105
2) <input type="checkbox"/> 黑色畢業袍 1 件 + 披肩 1 件 + 黑色四方帽連短穗 1 件 (blue) 1 pc of Black Gown + 1 pc of Hood + 1 pc of Black Mortarboard with Short Tassel		\$720 包括首 42 天不獲退還租金\$120 Including \$120 non-refundable hiring fee for first 42 days	每 7 天\$120 Every 7days\$120

租用條款:

- 首期租期以 42 天為第一期，由取衣日起開始計算；
- 副學位畢業袍全套首期租金\$105，學士畢業袍全套首期租金\$120；另按金計算如下:畢業袍\$300/件，肩帶\$120/件，披肩\$150/件及黑色四方帽連短穗\$150/件。
- 已出租之物品，一律不可更換尺碼或款式；
- 續租以 7 日為一期，如日數不足 7 日，亦以 7 日計算；
- 續租租金會於歸還衫時於按金中扣除，扣除金額視乎所租用之項目及時間而定；
- 取衣及歸還的地方必須於同一分店；若於學院校園租袍，可選擇歸還地點，但須在租袍當日預先通知；
- 所有租出物品在歸還時必須保持整潔；於租期內還衫時，如所租用之物品沒有損壞，按金可全數退回；
- 不可直接使用熨斗熨及不可在衣物上使用扣針或膠紙，避免損壞（如起鏡面、走紗、有針孔及有膠紙印等）；
- 本公司收回租出物品時，如發現有污漬或破損，本公司將會以該貨品的價格在訂金中扣除，畢業袍\$300/件，肩帶\$120/件，披肩\$150/件及黑色四方帽連短穗\$150/件。

Terms and Conditions:

- The first hiring period is on a 42-day basis, counting from the date of gown collection.
- The hiring fee for the first hiring period is \$105 for Sub-degree gown set & \$120 for Bachelor's degree gown set. Deposit for gown, stole, hood and mortarboard with short tassels is \$300/pc, \$120/pc, \$150/pc and \$150/pc respectively.
- No change for size and style for all hired items.
- The extension period is counted on 7-day basis. If it is less than 7 days, it will be counted as 7days.
- The extension fee will be deducted from the deposit upon receipt of the hired items.
- The collection and return of gown must be at the same outlet; for rental service processed at campuses, the point of return can be selected by graduates on the date of rental.
- All hired items should be returned in good condition. Deposit is refundable upon receipt of the hired items in good condition and before the due date.
- Do not use iron directly on gown, hood, mortarboard & stole. Do not apply tiepin or adhesive tape on hired items to avoid damage (such as burning mark, running yarn and found pinholes).
- Deposit will be forfeited by Victoria Uniform if any of the returned items is found dirty or damaged. The penalty charge for gown is \$300/pc, stole \$120/pc, hood \$150/pc and mortarboard with short tassels \$150/pc.

本人已閱讀清楚及明白以上所有租用條款，並已檢查確認以上所租用之畢業袍，肩帶，披肩及四方帽沒有污漬及破損。

I have read and understood all the terms above, and confirmed that the academic gown, stole, hood and mortarboard are received in good conditions.

保留此單據作退回按金之用 Please keep this invoice for deposit refund.

租用物品已驗收 Items Checked

肩帶/披肩(Stole / Hood)	Remarks:
袍 (Gown)	Remarks:
帽 (Mortarboard)	Remarks:

職員專用 Staff Use Only

分店 Outlet : _____
單號 Invoice No. : _____
取袍日期 : _____
還袍日期 : _____

簽名 Signature : _____

查詢 Enquiry : 3118-4396 / 3105-5009

網址 Website : www.victoriauniform.com

共收租金及按金 : 1) 現金\$525 2) 現金\$720
營業時間 : 星期一至日早上 10:45 至下午 7:00
(勞工假期休息)