**Request Form for Teaching Resource Packages**

**for Primary and Secondary Schools**

*Please submit the completed form via email to* [*logisticscurriculum@tlb.gov.hk*](mailto:logisticscurriculum@tlb.gov.hk)*.*

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| --- | --- | --- | --- |
| **Requesting School** | | | |
| Name : |  | | |
| Address : |  | | |
| **Contact Person** | | | |
| Name : |  | Post : |  |
| Email : |  | Tel. No. : |  |
| **Copies Requested** | | | |
| Level of Package Requested (Please tick one or both):  🞏 Primary School 🞏 Secondary School | | | |

🞏 I understand that the materials are copyrighted materials from the HKSAR Government and are for educational purposes only. I will ensure that the teachers are aware of the copyright issue and will not distribute the materials outside of school.

|  |  |  |
| --- | --- | --- |
| Signature of Principal | : |  |
| Name of Principal | : |  |
| Date | : |  |

School Chop

**Note:**

A download link for the teaching resource packages will be provided via email to the designated contact person **within two weeks** after the production of the teaching resources packages / receipt of your request.