

Let's Fly Higher



**"Let's Fly Higher" (LFH) Campaign 09-10 Project Form**

Serial Number: LFH0910-

Before the Event – send to Mrs. Sharon Hui & keep your own copy	
Project Title	
Brief description	
Improvement Area	
Budget	
Submitted by	on
Signature	
After the Event(s) – complete this portion at your own copy & send to Mrs. Sharon Hui	
Short Report (Note: Pls liaise with Mr. WS Lo for photo-taking & video recording for sharing on the Intranet)	
Actual Expenditure With receipts	
For Administration Only	
Approved by	Date:
Reimbursement	Yes / No Date: by
Received by	on
Signature	