2024年9月2日社團博覽會擺攤注意事項

- 一、本次社團博覽會謹訂於9月2日下午4點30分至7點20分。
- 二、攤位圖如附件所示,各攤位提供1張180公分長桌、4張塑膠椅及 2個電源插座(請勿使用高耗電之電器用品)。
- 三、各社團於當日下午1點30分後即可開始佈置,請於下午4點10 分前佈置完成,場地復原最遲於下午7點50分前完成【各社團完 成場地清潔復原後請派至少1人至服務台簽退,待服務台人員清 點攤位桌椅數量、確認攤位環境後方可離開。】
- 四、報名社團博覽會當天卻未到場擺攤之社團,本學期將不予補助社 團補助款。
- 五、活動結束後,社團垃圾及攤位牌請自行帶走,違者本學期將不予 補助社團補助款。
- 六、活動當天課外組無供餐給擺攤社團同學,請自行用餐。
- 七、當日蒐集新生資料敬請依個資法妥善保存及使用。
- 八、社團可自備燈具,增加照明。

Important Notes for Booth Setup at the 2024 Club Expo on September 2

- 1. The Club Expo is scheduled for September 2nd, from 4:30 PM to 7:20 PM.
- 2. The booth layout is as shown in the attachment. Each booth will be provided with one 180 cm table, four plastic chairs, and two power outlets (please avoid using high-power-consuming appliances).
- 3. Booth setup can begin after 1:30 PM on the day of the event. Please complete the setup by 4:10 PM. The area must be restored to its original condition by 7:50 PM at the latest. After completing cleanup and restoration, each club must send at least one representative to the service desk to check out. The club may leave only after the service desk staff has counted the booth tables and chairs and confirmed the booth area is clean.
- 4. Clubs that registered for the Expo but fail to set up a booth on the day will not receive club funding for this semester.
- 5. After the event, please take away all trash and booth signs. Violators will not receive club funding for this semester.
- 6. The Extracurricular Activities Office will not provide meals for club members staffing booths on the day, so please make your own arrangements.
- 7. Please ensure that any personal data collected from new students on the day is properly stored and used in accordance with the Personal Data Protection Act.
- 8. Clubs may bring their own lighting to enhance booth visibility.

