



Application of Using Temporary Electrical Appliance On Stage

Part I: To Manager

Venue: _____

I hereby represent _____ (company), and wish to advise you of our intention to use temporary electrical appliance on stage as part of our performance(s) in the above named venue.

I understand that to use of above appliance on stage must meet the requirements of the mechanical and electrical requirements, while comply with the safety standards issued by the Hong Kong Electrical and Mechanical Services Department approved by the venue manager before presenting the Temporary Electrical Appliance on the stage. The electronic plugs from the splitter box should be installed by registered electrician.

According to Hong Kong Ordinance CAP 406 《Electricity Ordinance》, all the installation or refitting temporary electrical appliance for stage use, must be installed by registered electrician and applied for the WR1 form.

We will monitor the action closely, and ensure it remains faithful to the intent stated below. We will undertake all responsibility of any damage of venue equipment from such action.

Detail :

Performance Date(s): _____ Day(s) Mth(s) Yr(s) **No. of Perf.:** _____

Event : _____

Act / Scene	Action Area	Temporary Electrical Appliance Brand & Mode	Description of Action Any particular Safety Measure(s)	Attachment / Diagram

Note:

- All the installation or refitting temporary electrical appliance for stage use, must be installed by registered electrician and applied for the WR1 form.

Signature : _____

Date : _____

Name : _____

Post : _____

Contact Phone No. : _____

Company Chop : _____

Part II : To Applicant

Date: _____

To : _____
(Applicant/ Company)

Fax No : _____

Your application for using of the temporary electrical appliance in your performance(s) _____ on _____(date), in _____ (venue) is noted.

Please be reminded that you undertake all responsibility of any damage of venue equipment or necessary by you/ your company from the using of the temporary electrical appliance.

Venue Manager