



**Sabah Museum Application Form
Renting of Venue/Equipments**

JMNS:

Name of applicant: _____
(Name of NGOs/ School/ Institute / Government Agencies)

Address: _____

Phone: _____ Fax: _____

Contact Person: _____ Handphone: _____

E-Mail: _____

Group Leader: _____ Handphone: _____

| Number of Members | Date & Time of Usage |
|-------------------|----------------------|
| | |

Purpose: _____

(Signature)
Name:
Date
Designation

List of Venue/Equipment:

| | | | | | |
|--------------------------|--------------------------|--------------------------|----------------------|--------------------------|---------------------|
| <input type="checkbox"/> | Dewan G.C Woolley | <input type="checkbox"/> | Amplifier | <input type="checkbox"/> | Clip Microphone |
| <input type="checkbox"/> | Dewan Pendidikan | <input type="checkbox"/> | Microphone | <input type="checkbox"/> | Cordless Microphone |
| <input type="checkbox"/> | Bilik Mesyuarat Kinabalu | <input type="checkbox"/> | Microphone Stand | <input type="checkbox"/> | LCD Projector |
| <input type="checkbox"/> | Pentas Mat Salleh | <input type="checkbox"/> | TV set | <input type="checkbox"/> | Radio Set |
| | | <input type="checkbox"/> | VHS Video Player | <input type="checkbox"/> | Overhead Projector |
| | | <input type="checkbox"/> | VCD/DVD Player | <input type="checkbox"/> | Laser Pointer |
| | | <input type="checkbox"/> | Direct OHP Projector | | |

Further Information: Please call Corporate Communication Section

For Official Use:

Total Amount:RM _____
Mode of Payment: _____
Receipt No: _____
Date: _____

Nos. of Application: _____
Nos. of Approved: _____

Head Unit of Account
Date:

Staff on duty: _____

Stenley Peter Pitol
Head of Corporate Communication Section
Date:
Phone: 088-225 033 Ext:305
Fax: 088-240 230 / 088-264 905
E-Mail: Stenley.PeterPitol@sabah.gov.my

Rules and Regulation:

1. Application must be made two weeks in advance
2. Due to high demand from our guests, the application will be given on a first-come first-serve basis.
3. Please download this form from our website at: <https://www.museum.sabah.gov.my> or
4. Please submit a complete form to the Information Counter, Department of Sabah Museum either by e-mail or fax.
5. Payment should be made at least 3 days in advance (during working day) at the Sabah Museum Complex.
6. If there is any changes, please notify at least 1 day before the date.
7. Terms and condition apply.