**北京国际汉语学院公寓入住通知单**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 英文姓 Surname |  | | 英文名 First Name |  | | 中文姓名 Chinese Name | |  |
| 性别 Sex |  | | 国籍 Nationality |  | | 护照号码 Certificate No. | |  |
| 签证有效期 Visa Valid Until |  | | | 联系电话 Phone Number | |  | | |
| 紧急联系人 Emergency Contact |  | | | 联系电话 Phone Number | |  | | |
| 住宿起始日期 Date of Accommodation | | | | / / /- / / / | | | | |
| 用餐起止日期 Date of Dinner | | | | / / /- / / / | | | | |
| 房间类型 Type of Room | | 双人间 120元[ ] 单人间 100元[ ] 双人间单床铺 60元[ ] Double Room ¥120 Single Room ¥100 Single Bed in Double Room ¥60 | | | | | | |
| 用餐价格 Price of Meal | | 60元/天  ¥60/Day | | 是否清真 Are you Muslim | | |  | |
| 周末（含节假日）用餐安排 Meal Arrangement on Weekend and Holidays | | | | |  | | | |
| 对食宿有无特殊安排 Any special arrangements for housing and meals | | | | |  | | | |
| 国交部负责人 International Office of Exchange&Cooperation Manager | | | | |  | | | |
| 总务部负责人  General Affairs Department Manager | | | | |  | | | |
| 备注： Notes | | | | |  | | | |

填表人签字：

Signature

填表时间：

Fill-in Date