**演播室、采访室、新闻发布厅使用申请表**

**Request Form for Television Studio,Interview Room,**

**and Press Conference Halls**

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| 申请媒体名称Media Name |  | 申请人姓名Applicant |  |
| 联系电话Tel. |  | 申请日期Date of application |  |
| 序号No. | 名称Name | 面积/座位数Area/Seats | 使用日期Date of Use | 开始时间Start from (by hour) | 结束时间End at (by hour) |
| 1 | 演播室 Television Studio  | 43m2 |  |  |  |
| 2 | 采访室 Interview Room  | 28m2 |  |  |  |
| 3 | 大型新闻发布厅Press Conference Hall A | 250座250 seats |  |  |  |
| 4 | 小型新闻发布厅Press Conference Hall B | 150座150 seats |  |  |  |