



**The Computer Science and Engineering Students' Society,  
The Hong Kong University of Science and Technology Students' Union,  
Session 2023–2024**

**FROM** The Computer Science and Engineering Students' Society, HKUSTSU  
Mailbox #3, Student Centre  
The Hong Kong University of Science and Technology  
Clear Water Bay, Kowloon  
Hong Kong

**TO** Department of Computer Science and Engineering  
Room 3528, Academic Building  
The Hong Kong University of Science and Technology  
Clear Water Bay, Kowloon  
Hong Kong

May 14, 2023

**Subject: Reimbursement for CSE Farewell Dinner 2023**

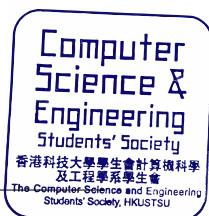
Dear Department of Computer Science and Engineering,

I am writing to request reimbursement for applicable expenses incurred during CSE Farewell Dinner 2023 held on May 10, 2023. The total cost of the event was \$8000, which includes souvenirs gifts, instant camera and photos, and venue decorations. For your reference, the bank account details are as follows:

Bank Name: HSBC (004)  
Account Number: 588-238980-833  
Account Holder Name: Chiu Ho Sun, Poon Yui

Thank you for your assistance in this matter.

Sincerely,



Jacky Wong  
Academic Secretary  
The Computer Science and Engineering Students' Society,  
The Hong Kong University of Science and Technology Students' Union,  
Session 2023–2024