

Please indicate your level of agreement to the following statements:

No.	Statement	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1	The CLT staff is/are helpful.					
2	The service/product meets my expectation.					
3	The service/product is of good quality.					
4	OVERALL, I am satisfied with the service/product.					
5	Any other comments?					

For Official Use

Request Received by	Date
Special Instruction	
Staff-in-charge	
Total Materials Charge	Total Production Time (Hours)

IMPORTANT NOTE

- (1) All users of CLT services should ensure that no copyright violation is involved. The users are responsible for all copyright clearance.
- (2) Productions in any format will normally be deleted one month after the completion of work.