

Receipt of Task Translation

Team:

Submitted by:

(print)

Leader

Deputy Leader

Check List	(by team leader / deputy leader)
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	I have proofread the PDF of the translated tasks (revision #: _____).
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	I have signed the PDF printout of all the tasks.
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	I have returned the laptop borrowed from the IOI host.
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	I have submitted the additional translation request form.
	(by IOI Staff)
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No need <input type="checkbox"/> Not yet	This is not a duplicated submission.
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	The PDF has been proofread and the printout has been signed.
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	The PDF revision number is correct (revision #: _____).
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	The additional translation form is attached.
<input type="checkbox"/> Yes <input type="checkbox"/> No need <input type="checkbox"/> Not yet	The laptop is returned.

Signature: _____

(IOI Staff)

 (Team Leader/Deputy Leader)

Date:

Time: