

The Chinese University of Hong Kong
香港中文大學

Application Form for “Limited Time Free Parking Coupons for Visitors to Staff Quarters”
“宿舍住戶訪客限時免費泊車券”申請表

(To be completed and returned to the Security Office, or faxed to 2603 5095)
(請填妥及交回保安處或傳真2603 5095)

To: Security Office

致：保安處

As a householder of staff quarter, I would like to obtain the following number of limited time free parking coupons for visitors to my family on the campus.

本人為職員宿舍戶主，現擬申請限時免費泊車券給予到訪本戶之訪客使用，數目如下：

1. Particulars of Householder (戶主資料)

Name (姓名) : _____

Department and Post

部門及職位 : _____

Quarter Address

宿舍地址 : _____

Contact Tel. No.

聯絡電話 : _____

Email Address

電郵地址 : _____

2. No. of free parking coupons (12 hours) applied for:

擬申請 (12 小時) 免費泊車券數目: 10 / 20 / 30 (please circle as appropriate) (請圈適當的)

3. Free parking coupons not yet used at the time of this application (must be completed)

是次申請時尚未使用泊車券數量 (必須填寫) : 張數 / No. _____

4. Notes on Limited Time Free Parking Coupons:

- a) On 2017-07-19, AAC approved the following measure to take effect from 2017-09-01. A provision of up to 150 free parking coupons per year (i.e. the ceiling) (from Sept 1 to Aug 31) would be set for residents of staff quarters and further pre-paid coupons could be applied for on a fee-charging basis at the prevailing rate same as the pre-paid parking coupons (i.e. currently at \$20 each for parking up to 5 hours).
- b) Upon receipt of fully completed application form (RV1), Security Office takes two working days to process and issue the coupons.
- c) These coupons are property of the University solely for use by visitors to applicant's staff quarter. The University reserves the right to claim for related monetary loss if there is any violation in the use of these coupons.
- d) Visitor vehicles shall use Octopus card to enter the campus and use the same Octopus card to exit.
- e) Applicant / resident should inform their visitors of the way to use these coupons. Coupons must first be scanned and no more than two may be used per visit. After validation shown on the screen, present the Octopus card to exit and pay the difference (if any).
- f) The Security Office is not responsible for any loss due to wrong use of the coupons.

限時免費泊車券須知:

- a) 香港中文大學行政事務委員會於 2017 年 7 月 19 日議決通過下列新措施，並於 2017 年 9 月 1 日起生效。每戶教職員宿舍每年 (即由 9 月 1 日至翌年 8 月 31 日) 可申領限時免費泊車券數量上限為 150 張。如不敷應用時，可按現行收費標準申請購買預繳限時泊車券 (現時每券為港幣\$20，可泊車最高 5 小時)。
- b) 在收到填妥之申請表(RV1)，保安處需時兩個工作天發放限時免費泊車券。
- c) 此等泊車券乃是大學財物，只供到訪申請人校園住戶訪客使用，如發現有違規使用情況出現，大學有權追討有關損失。
- d) 訪客車輛必須使用八達通咭進入校園，並於出閘時使用同一張八達通咭。
- e) 申請人/住戶有責任向其訪客講解如何使用泊車券，出閘時首先索描泊車券 (每次最多祇可使用兩張)，待顯示屏確認後，才使用同一張八達通咭出閘及支付餘額(如有)。
- f) 若因錯誤使用泊車券所引致之損失，保安處概不負責。

Signature

簽署 : _____

Date

日期 : _____

保安處專用 For Security Office Use

Coupons S/No. :

泊車券號碼 : _____

Issued by (Name & Signature)

發券者 (姓名及簽署) : _____

Date:

日期 : _____

宿舍住戶 / 代表 Staff Quarter Householder / Representative

Recipient (Name & Signature) :

領券者 (姓名及簽署) : _____

Date

日期 : _____