



Guidelines for Application for Class F Parking Label

1. This document shall be read in conjunction with with the Parking Regulations at HKU (<https://www.estates.hku.hk/our-services/facility-management/parking>).
2. Class F label is issued to HKU graduate who is a holder of the “Bank of East Asia Hong Kong University Credit Card”.
3. Label holders can park their cars at the following periods:
Weekday evening: 4:45 p.m. to 11:59 p.m.
Weekend and Public/University holidays: 6:00 a.m. to 11:59 p.m.
4. Normal hourly parking fee will be charged when parking outside the above-mentioned allowed period.
5. Parking in the Main Estates is restricted to the Composite Building and University Drive down to the road behind Shaw Buildings on the main campus. A separate Class F label is required for parking at LKS Faculty of Medicine Building.
6. Applicants can go to the Wilson Parking Shroff office at the East Gate on the Main Campus or at Faculty of Medicine Building to purchase a label and a ticket, which are issued for a complete month basis. You may obtain the label and the ticket for more than one complete month.
7. \$200 is charged per month and under no circumstance will the paid parking fee be refunded. Parking fee is waived for vehicle issued with a ‘Disable Person’s Permit’ by the Commissioner for Transport. A copy of the ‘Disable Person’s Parking Permit’ should be submitted when buying the ticket & label.
8. \$70 will be charged for the replacement or re-issue of label; whilst \$100 for the replacement of the ticket due to loss or damage other than by natural course.
9. Applicants are required to present his/her valid Bank of East Asia Hong Kong University Credit Card when buying the monthly ticket. Since each label and ticket is issued for one particular vehicle and is non-transferable, you are required to inform Wilson Parking the registration number of a vehicle when buying the label/ticket.
10. The Class F label shall be displayed conspicuously on the vehicle windscreen to assist staff members from Wilson Parking or from the University to conduct routine inspection at the carpark entrances.
11. The payment of parking fees does not guarantee a parking space and the University reserves all the right to prevent any vehicle from entering into the estates or any part thereof due to security, safety or other reasons without prior notice.
12. When obtaining a Class F label, the applicant shall be deemed to have accepted by conduct to agree that the University shall not be liable for any theft of or damage to vehicles parked on its properties whether caused through the negligence or breach of contract committed by the University or its staff and also agree to bear

all liabilities for any indemnity against all damages, injuries and losses on the University Properties caused by or in connection with the applicant's vehicle.

13. The Director of Estates has the absolute discretion to close all or any of the parking spaces without prior notice. Users shall observe the direction given out by the authorized agent of the Director of Estates when such an arrangement is in force.

Estates Office

(04/2016)