香港大學物業處
Estates Office
The University of Hong Kong

For Official Use Only	EF83J (04/26)
Received on:	
Label No.:	
Issue Date:	
Expiry Date :	
Fee:	

Please read the guidelines for application (EF83J&K1) carefully before completing this form. All items should be completed in BLOCK LETTERS. For Enquiry, please email to parking@hku.hk.

(*Please tick or cross as appropriate)

To: Security and Parking Unit

Application for Class J Parking Label

Part I Eligibility

Contractors listed in the University "Approved Contactor List" (Guideline item 2) who fulfill the following criteria:-

(i) being engaged in a building/maintenance project or in a catering operation for the University; and
(ii) will only park their vehicle on the **Main Estates (Main Campus and Centennial Campus)** for the above purpose.

Part II Particulars of Contractor / Applicant

1) Name of Contractor: _____

2) Registered Address: _____

_____

3) Name of Applicant: (Dr / Mr / Mrs / Miss*) _____
(Surname) (Given name)

4) Contacts: _____ (Direct) _____ (Office) _____ (Email)

5) Project Name: _____

6) Period Applied for: from _____ (MM/YYYY) to _____ (MM/YYYY)

7) This is our * 1st / 2nd / 3rd / 4th / 5th vehicle applied for our firm *(Guideline item 5)*

Part III Details of Application

8) Type of Application *
☐ Renewal ☐ New Application
☐ Change of Vehicle Details ---------- (Current registration number: _____)

9) Registration Number: _____ 10) Make & Model: _____

11) Vehicle Ownership *: ☐ Individual ☐ Company *(Guideline item 6)*

Part IV Declaration of the Applicant

I have read and acknowledged the Guidelines for Application for Class J&K parking Label (EF83J&K1). I agree to observe the **Administrative Arrangements for Traffic and Parking on University Estates** and I 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 or agent. I 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 above-mentioned vehicle.

_____

Date Company Stamp Name of Applicant Signature

Part V Submission by Technical Manager / CEDARS
(Technical Manager for Project / CEDARS for Catering)

_____
Name of Technical Manager of EO / Staff of CEDARS

Signature: _____

Date: _____

Part VI Approval by Estates Office
The application is * approved / not approved by:

_____
Name of Approver **(Rank of Assistant Director or above)**

Signature: _____

Date: _____