

沙田 302 管理有限公司

S.T. 302 Management Limited

地址：新界沙田安景街 19 至 21 號地下

電話：2646 1859 傳真：2637 6131

本公司檔號：ST302/NTT/222/21/CH

致：碧濤花園第一期金蘭閣各業戶

通 告

有關：金蘭閣大堂翻新工程完工及

領取新信箱鎖匙安排

金蘭閣大堂（平台層）翻新工程已於 10 月 4 日完工，由 10 月 7 日（星期四）下午 4 時起，大堂（平台層）將恢復使用進出，並將有安排如下：

- 1) 升降機將恢復行經平台層，住戶請使用新拍咭系統進入大堂；
- 2) 大堂的對講機將改用各單位預先登記的電話作為對話系統，住戶在確認訪客身份後可使用電話按(3)字鍵開門；
- 3) 金蘭閣業戶可帶同身份證明文件由 10 月 7 日至 10 月 18 日於辦公時間內親臨管理處領取平台新信箱鎖匙。位於上車場大堂的臨時信箱將會暫停使用及廢棄，各住戶需於 10 月 11 日或之前取走信箱所有信件；
- 4) 平台新信箱外門，請勿額外貼上任何標貼以避免影響大堂整體外觀。
- 5) P1 梯將於三座大堂全部工程完工後（預計 10 月初）暫停供住戶進出，本處將另行通告通知各住戶；

如有查詢，請於辦公時間內致電 2646 1859 與本處職員聯絡。敬希垂注！



碧濤花園第一期管理處

2021 年 10 月 5 日

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地址：新界沙田安景街 19 至 21 號地下

電話：2646 1859 傳真：2637 6131

Date : 5th October 2021

To : All Residents of Capilano Court, Pictorial Garden Phase I

NOTICE

RE: Completion of Interior renovation for Capilano's lobby and Collecting New mailbox key Arrangement

The interior renovation works of Capilano's lobby (podium level) completed on 4th October 2021. Started from 4:00p.m. of 7th October 2021 (Thu), the lobby (podium level) will be resumed for use. Please see the arrangements as follows:

- 1) The lift will be resumed from passing the podium level. Residents can use the new smart card system to enter the lobby;
- 2) The Intercom (walkie-talkie) in the lobby entrance will use the pre-registered telephones of various units as the dialogue system. After confirming the identity of the visitor, the residents can use the telephone to press the (3) key to open the door;
- 3) All residents of Capilano Court can bring their identification documents to the management office to collect new mailbox keys started from 7th October 2021 to 18th October 2021. The temporary mailboxes in the lobbies of G/F Carpark level will be suspended to use and take away soon, residents please take away all postal items before or on 11th October 2021;
- 4) Please do not attach any additional stickers to the outer door of the new mailbox to avoid affecting the overall appearance of the lobby.
- 5) Staircase P1 will be suspended for residents to enter and exit (near Garden Vista) after the renovation of all lobbies completed (In early October), our office will inform all resident in a separate notice.

Should you have any queries, please call our office at 2646 1859 during office hours.
Thanks for your kind attention.



Management Office of Pictorial Garden Phase I