

沙田 302 管理有限公司 ST 302 Management Limited

地址：新界沙田安景街 19 至 21 號
電話：2646 1859 傳真：2637 6131

本公司檔號：ST302/NTT/237/21/LW

通 告

致：碧濤花園第一期各業戶

2022 年度單車泊車位續證/新證申請事宜

2022 年度單車泊車位續證/新證申請現已開始。詳情如下：-

- 申 請：本處會將續證/新證申請表格投入各單位信箱內，業戶亦可到本處索取有關表格。有意續證/新證申請單車泊車位之業戶請填妥及簽署有關表格，於截止申請日期前交回本處。
- 截止日期：
續證： 2021 年 11 月 26 日(星期五) 下午 6 時正前
新證： 2021 年 12 月 4 日(星期六) 下午 6 時正前
- 其他資料：請參閱附件簡介
- 備 註：租用單車之行政費用 HK\$200 只接受現金或支票繳付。

碧濤花園第一期管理處
2021 年 11 月 12 日

Notice

Date : 12 November 2021

To : All Residents of Pictorial Garden Phase I

2022 Renewal / New Application for Bicycle Parking Spaces

2022 Renewal / New Application for Bicycle Parking Spaces are being carried out. Details are as below:-

- Application: Renewal / New Application Form will be distributed to mail boxes of all flats and also be obtained from Management Office. Residents who intend to renew / apply for Bicycle Parking Space, please fill-in the Application Form with signature and return it to Management Office before deadline.
- Deadline:
Renewal permit: before 26th November 2021 (Fri) at 6:00P.M.
New application: before 4th December 2021 (Sat) at 6:00P.M.
- Other information: Please refer to attached synopsis
- Remark: The bicycle parking permit administration fee HK\$200 only will be accepted Cash & Cheque payment.



Management Office of Pictorial Garden Phase I

碧濤花園第一期
「2022 年度單車泊位使用証」
續証 / 新証申請表格

| | |
|------|-------|
| 業戶姓名 | |
| 居住單位 | 閣 樓 座 |
| 聯絡電話 | |

續証 現時使用証編號: _____

新申請 (請於適當 內 號)

● 申請停泊單車 _____ 輛

- 備註:
- 1) 每一單位只可提交一份續証 / 新証申請表格;
 - 2) 新申請之泊車位以先到先得方式分配使用;
 - 3) 獲分配之泊車位, 必需掛著一個有效使用証為準; 否則本處可在沒通知情況下扣押, 並在認領時收取 HK\$200 行政費
 - 4) 本年度單車泊車位有效日期為 2022 年 1 月 1 日至 2022 年 12 月 31 日, 行政費用為港幣\$200 元正;
 - 5) 當新証發出後, 於 2021 年 12 月 31 日或以前之單車泊車証則視作無效;
 - 6) 以上資料只作為碧濤花園第一期單車泊位分配記錄用途。

本人已閱讀及完全理解此申請表格中例明的義務和責任及收集個人資料目的。

*請填妥及簽署申請表格, 續證於 2021 年 11 月 26 日 (星期五) 下午 6 時前 交回管理處, 新證將於 2021 年 12 月 4 日 (星期六) 截止。

業戶簽署: _____ 填表日期: _____

~ 以下由管理處填寫 ~

職員簽署: _____ 收表日期: _____ 檔案編號: _____

Pictorial Garden Phase I
「2022 Bicycle Parking Permit」
Renewal / New Application Form

| | |
|----------|--|
| Name | |
| Address | Flat _____, _____ /F _____ Court _____ |
| Tel. No. | |

Renewal Current Permit No: _____

New application (please appropriate)

● Apply _____ bicycles on the parking space

- Remark:
- 1) Only 1 renewal / new application form will be submitted by each unit;
 - 2) All parking spaces will be allocated to new application based on first-come-first-serve principle;
 - 3) Allotted parking bicycle(s) must have the valid Parking Permit; illegal parking will be removed and need pay HK\$200 penalty when take back.
 - 4) Parking period for the Permit will be valid from 1 January 2022 to 31 December 2022. Administration fee is HK\$200;
 - 5) Once the new bicycle parking permit is released, those old ones on or before 31 December 2021 will be invalid;
 - 6) Above information is only for record purpose of the Bicycle Parking Permit allocation of Pictorial Garden Phase I.

I declare I have read and fully understand the obligations and responsibilities illustrated in this application form and the purpose of collecting personal data.

*Please fill-in the application form with signature and return it to Management Office. Renewal permit should be apply before on 26th November 2021 (Fri) at 6:00P.M. New application should be apply before on 4th December 2021 (Sat) at 6:00P.M.

Signature: _____ Date: _____

~ Below to be filled in by Management Office ~

Staff Signature: _____ Received Date: _____ Ref. No: _____

碧濤花園第一期
「單車泊車位分配使用管理」簡介

本苑共有 428 個單車泊位可供分配給全苑 694 戶使用(每個泊車架可分作 A 及 B 兩個單車泊車位)。資料如下：

(A) 上層停車場近雅碧閣位置

| 泊 車 位 編 號 | 數 量 |
|--|-----|
| BPA001 B ~ 006 B, 010 A ~ 018 A, 021 A ~ 026 B | 40 |
| BPA028 B ~ 032 B, 033 B ~ 034 B, 036 B ~ 078 B | 98 |
| BPA100 A, 100 B, 101 A ~ 102 B, 103B | 8 |
| BPA079 A ~ 099 B | 42 |
| | 188 |

(B) 上層停車場近百利閣位置

| 泊 車 位 編 號 | 數 量 |
|------------------|-----|
| BPB001 A ~ 018 A | 35 |
| | 35 |

(C) 上層停車場近金蘭閣位置

| 泊 車 位 編 號 | 數 量 |
|------------------|-----|
| BPC001 A ~ 052 B | 104 |
| BPC055 A ~ 073 B | 38 |
| BPC076 A ~ 107 B | 63 |
| | 205 |

- 其中 372 個單車泊位只可停泊單車 1 部;56 個單車泊位可停泊多於一部單車 (最多停泊 3 部, 而每申請多一部加 50 元加泊費)
- 資源所限, 單車泊位並不足夠分配予本苑每一單位, 故每一單位業戶只可申請一個租用單車位;
- 持有 2021 年度單車泊位使用證之住戶, 請填妥「續證/新證申請表格」於 2021 年 11 月 26 日(星期五)下午 6 時前交回管理處, 以便本處辦理下年度之單車泊位使用證續證手續, 逾期遞交者將視作放棄論;
- 新證申請之業戶亦請填妥有關申請表格, 於 2021 年 12 月 4 日(星期六)下午 6 時前交回管理處, 以便本處統籌有關分配泊車位事宜。泊車位分配方法以「先到先得形式」處理, 並由管理處保留最終決定權。

有關分配泊車位結果將另行通知各業戶; 「2022 年度單車泊車位使用證」續證分配通知書將於 11 月 30 日前派入單位之信箱, 而新證申請者獲分配通知書將於

12月16日前派入單位之信箱。

- 申請續證之業戶，請於2021年12月1日(星期三)至2021年12月15日(星期三)之辦公時間內(星期一至六上午9時至下午1時，下午2時至6時)，往管理處繳交行政費用 **HK\$200.00** (撥歸大廈收入)。管理處便會向有關業戶發出本年度(2022年1月1日至2022年12月31日)之有效單車泊車位使用證。

續證住戶請於下列日期辦公時間內往管理處辦理登記手續：

| | |
|-------------------------|-----|
| 01/12/2021 至 05/12/2021 | 雅碧閣 |
| 06/12/2021 至 10/12/2021 | 百利閣 |
| 11/12/2021 至 15/12/2021 | 金蘭閣 |

倘續證之業戶於2021年12月15日下午6時後方辦理續證手續，管理處將不予受理。其現有之單車泊位亦會由新證申請業戶名單按先後次序分配予有關業戶；

- 獲分配單車泊車位的新證申請業戶，請於2021年12月17日(星期五)至2021年12月24日(星期五)之辦公時間內(星期一至星期六上午9時至下午1時，下午2時至6時。)往管理處繳交行政費用 HK\$200.00 (撥歸大廈收入)。管理處便會向有關業戶發出本年度(2022年1月1日至2022年12月31日)之有效單車泊車位使用證。

倘新證申請之住戶於2021年12月24日下午6時後才辦理續證手續，管理處將不予受理。其獲分配的單車泊位亦會分配予其他業戶。

- 領有有效使用證之業戶，需將使用證掛於所屬單車上，並將單車停泊於獲分配之單車泊位。業戶需自行保管其所屬停泊於單車泊車位之單車及使用證。因遺失/損毀使用證而需要補領，每張補發證需收取行政費用 HK\$20.00(撥歸大廈收入)；
- 未有掛上有效使用證而停泊於單車泊位之單車，管理處有權要求單車持有人將單車搬走，或在車主不在場的情況下，由保安員/管理處人員將單車搬走扣留而不作任何事前通知。管理處會於稍後時間對被扣留單車作適當處理；業戶如需認領單車需繳付扣押費用 HK\$200.00/一部單車 (撥歸大廈收入)。
- 單車泊車架為後期加建之設施。倘因任何特別原因需要收回，管理處可以1個月或較短時間之預先通知期收回單車泊位而無需作出任何補償 (包括無需退回已交之行政費用及/或無需另行安排單車泊位)；
- 管理處可於任何時間按實際情況下對以上安排/條款作出增減修訂；
- 倘以上各項目有不清楚或與英文版本不一致的地方，則以中文版本為準。

碧濤花園第一期管理處
2021年11月12日

Pictorial Garden Phase I
Allocation, Use and Management of Bicycle Parking Space

- There are totally 428 Bicycle Parking Spaces for 694 units. (Each parking rack is divided into A and B for two Parking Spaces). Details are as below:-

(A) G/F Car Park near Abbey Court

| Parking Space Number | Quantity |
|--|----------|
| BPA001 B ~ 006 B, 010 A ~ 018 A, 021 A~ 026 B | 40 |
| BPA028 B ~ 032 B, 033 B ~ 034 B, 036 B ~ 078 B | 98 |
| BPA100 A, 100 B, 101 A ~ 102 B, 103B | 8 |
| BPA079 A ~ 099 B | 42 |
| | 188 |

(B) G/F Car Park near Bellevue Court

| Parking Space Number | Quantity |
|----------------------|----------|
| BPB001 A ~ 018 A | 35 |
| | 35 |

(C) G/F Car Park near Capilano Court

| Parking Space Number | Quantity |
|----------------------|----------|
| BPC001 A ~ 052 B | 104 |
| BPC055 A ~ 073 B | 38 |
| BPC076 A ~ 107 B | 63 |
| | 205 |

- Only 1 bicycle can be parked in 372 Parking Spaces; can be parked more than one bicycle have 56 Parking Spaces (maximum 3 bicycles in one parking spaces; and pay \$50/ addition bicycle)
- Due to limited resources, existing bicycle parking spaces are not sufficient for allocation to all flats of the estate. Therefore, each units only apply one bicycle parking space.
- Current permit holders should submit “Renewal/New Application Form” before 26th November 2021 (Friday) at 6:00 p.m. to Management Office so as to renew valid permits for the coming year. **Late submission will not be entertained.**
- Residents for new application, please fill-in the application form with signature and return it to Management Office before 4th December 2021 (Saturday) at 6:00 p.m. Management Office will then process all log-in application right afterward. The allocation for bicycle parking spaces will be based on **first-come-first-serve principle.**

Management office will reserve the ultimate privilege for the allocation. Allocation of Bicycle Parking Spaces Result will be announced later on. Management Office will be announced the current permit holders before 30th November 2021, and announced the new application before 16th December 2021. Announced Letter will be put in the mailbox.

- Residents for renewal permit, please pay an Administration Fee of **HK\$200.00** (Debit to building management income account) at Management Office during office hours (9:00 a.m. to 1:00 p.m.; 2:00 p.m. to 6:00 p.m. daily.) from 1st December 2021 (Wednesday) to 15th

to 1:00 p.m.; 2:00 p.m. to 6:00 p.m. daily.) from 1st December 2021 (Wednesday) to 15th December 2021 (Wednesday) to collect the parking permit. Management Office will issue the Parking Permit valid from 1st January 2022 to 31st December 2022 immediately;

All residents who renew permits should proceed the registration at Management Office at the below schedule:

| | | | |
|--------------------------------|----|--------------------------------|----------------|
| 1 st December 2021 | to | 5 th December 2021 | Abbey Court |
| 6 th December 2021 | to | 10 th December 2021 | Belleve Court |
| 11 st December 2021 | to | 15 th December 2021 | Capilano Court |

*

Management Office will not entertain late comer after the aforesaid period and the related Parking Space will be re-allocated to other residents in sequence of the application list.

- Residents who have been allotted of parking space, please pay an Administration Fee of HK\$200.00 (Debit to building management income account) at Management Office during office hours (9:00 a.m. to 1:00 p.m.; 2:00 p.m. to 6:00 p.m. daily.) from 17th December 2021 (Friday) to 24th December 2021 (Friday) to collect the parking permit. Management Office will then issue the Parking Permit valid from 1st January 2022 to 31st December 2022.

Management Office will not entertain late comer after 24th December 2021 (Friday) at 6:00 P.M. and the related Parking Space will be re-allocated to other residents in sequence of the application list.

- Residents obtaining their Parking Permit should hang the Permit on their bicycle and then they can park their bicycle at allotted Parking Space. Residents should take care of their bicycle and Parking Permit. Administration Fee will be charged for HK\$20.00 per permit (Debit to building management income account) for re-issuing of Parking Permit due to loss/damage.
- For Bicycle parking in the Bicycle Parking Space without valid Parking Permit, Management Office Staff / Security Guards would request the bicycle owner to move away the said bicycle or in case of the owner is not there, the said bicycle will be removed and detained by Management Office Staff /Security Guards. The Management Office will take appropriate disposal for the detained bicycle afterward. **If you want to get back your bicycle, you will need to pay a detention fee of HK\$200.00/ bicycle.**
- Bicycle Parking Racks are building facilities which added at later stage. Should there be any particular reason thus spaces are needed to be taken back, Management Office will give one month or shorter notice in advance to take back all the Parking Spaces without any compensation (including no need to refund any fee which has been paid, and / or no need to offer any other arrangement for Bicycle Parking).
- Management Office can make addition, deletion or amendment to the above arrangements/terms at any time if so required in accordance with practical situation.
- If the above English version in any area is unclear or inconsistent with the Chinese version, Chinese version shall prevail.