

香港中文大學  
THE CHINESE UNIVERSITY OF HONG KONG  
“A”/“AR”及“E”類泊車證申請表格  
Application Form for Types “A”/“AR” & “E” Parking Label

A	AR	E
Label Expiry:		
核對人員簽署： Checked by:		
Date:		

(此表格請用正楷填寫。申請人必須填妥(甲)、(乙)及(丙)各欄，方可將表格交回。)

(Please complete this form in BLOCK LETTERS. Applicant must fill in Parts A, B and C before the submission of an application.)

(首次申請者必須在遞交表格時出示正本或副本文件包括：(1)有效駕駛執照；(2)「車輛登記文件」；及(3)該車輛之有效保險單。)

(A first time applicant will be required to produce original or copy of documents including (1) a valid Driving Licence;

(2) a Vehicle Registration Document; and (3) a valid Insurance Policy covering the vehicle.)

<b>甲欄</b> Part A	<b>申請人資料</b> <b>PARTICULARS OF APPLICANT</b>
申請人身份 (請✓選適合項目)： Capacity of Applicant (Please ✓ as appropriate):	
<input type="checkbox"/> 全職僱員 Full-time staff	
<input type="checkbox"/> 甲、乙或丙類服務條件 Terms A, B or C	
<input type="checkbox"/> 中大醫管局教職 HA Terms	
<input type="checkbox"/> 基本聘約為舍監之宿舍舍監 Hostel Warden as primary appointment	
<input type="checkbox"/> 榮休講座教授 Emeritus Professor	
<input type="checkbox"/> 書院資深導師 Senior College Tutor	
<input type="checkbox"/> 其他獲行政事務委員會批准之個案 Such other cases as may be approved by AAC	
<input type="checkbox"/> 工時不少於全職時間百分之五十(但非兼職)之僱員 Appointee on appointment of at least 50% fractional time working hours	
<input type="checkbox"/> 前任大學校長/副校長/書院院長 Former VC/PVC/College Head	
<input type="checkbox"/> 書院名譽院務委員 College Honorary Fellow	
<input type="checkbox"/> 港美中心之全職僱員 Full-time staff of HK-America Centre	
<input type="checkbox"/> 香港生物科技研究院全職/住校僱員 Full-time/Resident staff of HKIB	
姓名 Name : _____ (中文)	職員中大通號碼 Staff CULINK No. : _____
學系/部門 Department/Unit : _____	合約終止日期 Contract Ends : _____
配偶姓名及職員證編號(如適用) Spouse's Name & Staff ID No.(if applicable) : _____	辦事處電話 Office Tel. No. : _____
住址 Residential Address : _____	流動電話 Mobile Tel. No. : _____
電郵地址 Email Address: _____	駕駛執照屬於 <input type="checkbox"/> 本人 <input type="checkbox"/> 配偶 Dri. Lic. Belongs to : Applicant Spouse
八達通號碼 (持有中大通無須填寫) Octopus No. (not applicable to CULINK Holder) : _____	駕駛執照號碼及屆滿日期 Dri. Lic. No. & Exp. Date : _____

<b>乙欄</b> Part B	<b>車輛資料</b> <b>PARTICULARS OF VEHICLE</b>																		
	<table border="1"><thead><tr><th style="text-align: center;">A/AR 證 A/AR Label</th><th style="text-align: center;">第二輛車(一證兩車用)/E 證 2nd Car (For 1 Label 2 Cars) / E Label</th></tr></thead><tbody><tr><td>車輛登記號碼 Registration Mark: _____ <input type="checkbox"/> 電單車 M/C</td><td>_____ <input type="checkbox"/> 電單車 M/C</td></tr><tr><td>牌照屆滿日期 Licence Expiry Date: _____ <input type="checkbox"/> 充電車 E/C</td><td>_____ <input type="checkbox"/> 充電車 E/C</td></tr><tr><td>廠名 Make: _____</td><td>_____</td></tr><tr><td>顏色 &amp; 製造年份 Colour &amp; Year of Manufacture: _____</td><td>_____</td></tr><tr><td>保險公司及保單號碼 Insurance Company &amp; Policy No.: _____</td><td>_____</td></tr><tr><td>保單屆滿日期 Policy Expiry Date: _____</td><td>_____</td></tr><tr><td>車主姓名* Name of Registered Owner*: _____</td><td>_____</td></tr><tr><td>車主與申請人之關係 Relationship with Applicant: _____</td><td>_____</td></tr></tbody></table>	A/AR 證 A/AR Label	第二輛車(一證兩車用)/E 證 2nd Car (For 1 Label 2 Cars) / E Label	車輛登記號碼 Registration Mark: _____ <input type="checkbox"/> 電單車 M/C	_____ <input type="checkbox"/> 電單車 M/C	牌照屆滿日期 Licence Expiry Date: _____ <input type="checkbox"/> 充電車 E/C	_____ <input type="checkbox"/> 充電車 E/C	廠名 Make: _____	_____	顏色 & 製造年份 Colour & Year of Manufacture: _____	_____	保險公司及保單號碼 Insurance Company & Policy No.: _____	_____	保單屆滿日期 Policy Expiry Date: _____	_____	車主姓名* Name of Registered Owner*: _____	_____	車主與申請人之關係 Relationship with Applicant: _____	_____
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車主姓名* Name of Registered Owner*: _____	_____																		
車主與申請人之關係 Relationship with Applicant: _____	_____																		
* 若車輛乃以公司名義登記，請附證明申請人屬公司董事身份之公司註冊文件副本。 * Copies of a company registration document naming the applicant as a Director should be attached if the vehicle is registered in name of a company.																			

聲明及認可授權  
**DECLARATION AND AUTHORISATION**

本人茲向香港中文大學申請編號\_\_\_\_\_車輛之泊車證，並同意遵守大學現行之交通規則及泊車證規則(見申請表第3頁)。

本人明白大學為大學範圍購買了相關保險單(以下稱為"大學保單")。本人明白及確認大學已通知本人，本人可從大學財務處商務組獲得及檢閱有關保險的條款及條件。

本人明白、同意並確認以下事項：

- 一. 除非是由大學的疏忽所引致的傷亡，否則因該車輛行駛或停泊於大學範圍內(以登記於土地註冊處的地段為準)而引致的法律責任(不論是根據合約法內的責任，侵權法內的責任，疏忽責任，法定責任或其他責任)，在這些情況下，大學是無須承擔超出大學保單之受保金額的法律責任。
- 二. 於法律允許的範圍內，大學是無須承擔任何承保人於大學保單內已豁免對本人、本人的乘客、車輛的持牌人或其他用戶所蒙受的任何損失、損害、費用或支出。
- 三. 於法律允許的範圍內及在不抵觸大學保單的情況下，如本人違反本聲明及認可授權書的條款以使大學須面對任何訴訟、索償、損失、損害或須支付的償金及支出，本人同意對大學作出十足的彌償。
- 四. 大學有絕對酌情權與保險公司商議任何大學保單內的條款。有關保險的更新條款及條件亦可從大學財務處商務組取得。本人同意，明白及確認任何大學保單的修改將會引用於此聲明及認可授權書。

就本人所知，此申請表內容資料皆屬真實，本人亦明瞭，若有提供失實資料或隱瞞重要事實，本人可遭校方紀律處分。

本人同意保安處可隨時聯絡其需要之機構，以確認有關此項申請之資料，並核對其中內容是否與本人前此受聘向大學遞交之資料相符，以便處理此項泊車證申請及確定其為符合發證條款。

I hereby apply for University parking label(s) for my vehicle(s) (Reg. No(s) \_\_\_\_\_) and agree to observe the Traffic Regulations of the University currently in force and Provisions for Staff Parking Labels (see page 3 of application form).

I understand that the University has purchased relevant insurance policies in respect of the campus area of the University. I have been advised by the University and understand and acknowledge that I may obtain and inspect the relevant terms and conditions of insurance from the Business Office of the Finance Office of the University.

I understand, agree and acknowledge that:-

1. except in the case of death or personal injury caused by the University's negligence, the liability of the University under or in connection with the access and parking of my vehicle in the campus area of the University as registered in the Land Registry whether arising in contract, tort, negligence, breach of statutory duty or otherwise shall not in any event exceed the sum insured under the relevant insurance policies of the University;
2. to the extent permitted by law, the University shall not be liable to me, my passengers, licensees or other users of my vehicle for any loss, damage, costs or expenses exempted by the insurer from insurance cover under the relevant insurance policies of the University;
3. to the extent permitted by law and subject to the relevant insurance policies of the University, I shall indemnify the University against all actions, proceedings, costs, claims and demands made upon the University by any person in respect of any loss, damage or injury and all costs and expenses incidental to my breach of any of the terms and conditions of this Declaration and Authorisation; and
4. the University may at its absolute discretion negotiate with insurer(s) any of the terms of the insurance policies of the University. The relevant updated terms and conditions of insurance may be obtained from the Business Office of the Finance Office of the University. I agree, understand and acknowledge that any revisions to the insurance policies shall apply to this Declaration and Authorisation.

The information presented in this application is true to the best of my knowledge and I understand that if I give false information or withhold any material information, I shall render myself liable to disciplinary action taken by the University.

My consent is hereby given for the Security Office to contact all necessary parties from time to time to verify the information given in connection with this application and to check and match my personal data given herein with my personal data previously given to the University for employment-related purpose in order to process my application for the parking label(s), ascertain my compliance with the relevant terms and conditions of such provision.

## 二零一九至二零二零年度教職員申請“A”/“AR”及“E”類泊車證

### 職員泊車證規則：

- (一) 合資格申請人持有有效駕駛執照及其車輛為本人或配偶名下者，可申請壹枚“A”證(非住校職員適用)或壹枚“AR”證(住校職員適用)。該證可登記不超過兩部車輛號碼，惟同一時間只能有一部展示該證的車輛可使用職員泊車設施。
- (二) 住校職員除可獲發壹枚“AR”證外，亦可額外申請壹枚“E”證，供其同住家人使用。第二輛車須為本人、配偶或同住家屬名下擁有。
- (三) 全職僱員（非住校或住校者）如本人無持有駕駛執照，但其車輛為本人或配偶名下者，可申請壹枚“E”證，方便該僱員本人乘坐已登記車輛進出校園之用。
- (四) 展示有效“A”或“AR”證的車輛（須於車輛擋風玻璃左邊可於前方清楚看見方式展示），可在大學校園任何停車場停泊（保安處安排的預留車位及職員宿舍指定車位除外），包括在泊車管制區（即中央道或以南區域）的第一類車場（所有室內及個別指定室外車位）及第二類車場（主要為室外車位）。
- (五) 展示有效“E”證的車輛，可停泊在泊車管制區以外車位或管制區內的第二類車場（註：惟位於大學站廣場／港鐵A出口旁之第一類車場可供“E”證停泊）。
- (六) 所有車輛，如停泊在管制區內車位，不論是室內或室外車場（職員有證車輛在宿舍範圍除外），**必須**於每日凌晨三時前駛離。
- (七) 所有職員泊車證祇發予作家庭用途之載客車輛。
- (八) 持有“A”或“AR”證車輛，如偶需作短期逾夜泊車，可在繳費後逾夜停泊於上海總會停車位（第二類車場）。逾夜泊車准許證（每晚二十元）可預先向保安處購買，惟時段不可超過連續七个工作日（在該時段前、後或其中的星期六、日及公眾假期亦可一併購買）。
- (九) 補領遺失或損毀泊車證，首次每枚收費三十元，同年內再次補領之費用為一百元。
- (十) 車輛違反大學泊車規則可被扣押。扣押費為港幣320元，其後每24小時扣留費為港幣320元。

### Application for Types “A” / “AR” & “E” Staff Parking Label (2019-2020)

#### Provisions for Staff Parking Labels

- (1) Eligible applicant who possesses a valid driving license with vehicle registered in his/her name or spouse's name can apply for ONE “A” label (for non-resident staff) or ONE “AR” label (for resident staff). The label could list up to two car numbers but only one vehicle displaying that label is entitled for staff parking facilities on the campus at the same time.
- (2) For resident staff, apart from an “AR” label, one extra “E” label for use by family member(s) may also be applied for. The second vehicle has to be registered in name of the staff, spouse or residing family member(s).
- (3) A full-time staff (non-resident or resident) without driving license but with car registered in his/her name or spouse's name can apply for an “E” label to facilitate the staff himself/herself coming to campus by that registered vehicle.
- (4) Vehicles displaying a valid “A” or “AR” label (should be at the left side of windscreen which is clearly visible from the front of the vehicle) can park in any carparks on the campus (except reserved spaces by Security Office and designated resident staff parking spaces at respective quarters) including Cat. I carparks (i.e. all indoor carparks and some designated outdoor carparks) and Cat. II carparks (mainly outdoor carparks) within the Parking Controlled Areas (i.e. area on or south of Central Avenue).
- (5) Vehicles displaying a valid “E” label can park in any spaces outside the Parking Controlled Areas or any Cat. II carparks within the Parking Controlled Areas (Note: “E” label is allowed to park at the Cat. I carpark adjacent to Station Piazza / MTR Exit A).
- (6) All vehicles parked in any carparks, both indoor and outdoor, within the Parking Controlled Areas (except resident staff label vehicles at respective quarters) **MUST** be vacated by 3:00 a.m. each day.
- (7) All parking labels are issued to passenger vehicles for domestic use only.
- (8) Vehicles with “A” & “AR” labels, if overnight parking is necessary on an occasional and short-term basis, may apply for overnight parking at Shanghai Fraternity Association outdoor carpark (Cat.II) upon payment of fees. Overnight parking permits (\$20 per night) can be purchased in advance from the Security Office for a continuous period not more than 7 working days (Sat, Sun & PH immediately before, after or intervening this period may be purchased at the same time).
- (9) A replacement fee of \$30 will be charged for each lost or damaged label on the first occasion and thereafter \$100 within the same year.
- (10) Vehicles in violation of the University's parking regulations may be subject to impoundment at HK\$320 impoundment fee and HK\$320 storage fee for every 24 hours thereafter.

註 Note: 保安處需時兩個工作天核實及處理申請續證/發證事宜。Security Office takes two working days to verify and process renewal/new issue of labels.

續證時須交還舊證，RFID 則予以保留繼續使用。但如離職，泊車證及 RFID 須一同交還作註銷之用。Upon renewal of parking label, old label has to be returned while RFID is to be retained. However, both label and RFID have to be returned upon cessation of employment for cancellation.

申請人簽署  
Signature of Applicant: \_\_\_\_\_

日期  
Date: \_\_\_\_\_

丁欄  
Part D

保安處用  
**FOR USE BY SECURITY OFFICE**

泊車證之申請：  
Issuance of Parking Label：

批准 / 不批准\*  
Approved / Not Approved\*

保安及交通事務處處長  
Director of Security and Transport

日期  
Date

原因：(若不批准)  
Reasons: (if not approved)

泊車證發出及入檔案日期：  
Label issued and record entered on \_\_\_\_\_

\*請刪去不適用者  
\* Please delete where applicable.

身份核實 Status Verification
合約僱員 Contract Terms
合約終止日期 Contract Ends

備註  
Remarks: