

**Free Electric Vehicles Parking and Charging in Hong Kong Science Park**  
**at P2 Basement Carpark**  
**for 01 January 2017 – 31 December 2017**

Please read the following terms and conditions prior to your application for “EV Free Parking Pass” for using the electrical charging facilities and car parking at the Basement Car Park of Hong Kong Science Park Phase 2 during the period from 01 January 2017 – 31 December 2017.

1. The “EV Free Parking Pass” application form can be downloaded from Hong Kong Science & Technology Parks Corporation (HKSTP) website <http://www.hkstp.org> and applicant can also obtain the application form in person at the below Customer Services Counters in Hong Kong Science Park.

<b><u>Phase 1</u></b>	<b>Service Hour</b>
Customer Services Counter, G/F, Core Building 1	09:00 – 18:00
Customer Services Counter, G/F, Core Building 2	09:00 – 18:00
<b><u>Phase 2</u></b>	<b>Service Hour</b>
Customer Services Counter, G/F, Lakeside 1	24-Hours
Customer Services Counter, G/F, Lakeside 2	24-Hours

2. Applicants are required to submit the duly completed application form together with a copy of valid Electric Vehicle (“EV”) registration document and Motor Vehicle License which indicates the car model by the following methods:

**(1) In person**

Applicants can submit the completed application form and documents in person to Customer Services Counter listed in item 1 above.

**(2) By Email**

Email address: [carpark@hksciencepark.org](mailto:carpark@hksciencepark.org)

**(3) By Post**

Applicants can post the completed application forms and documents to the Facilities Management Office (FMO).

**Mailing address:**

Facilities Management Office  
G/F, Core Building 2, No. 1 Science Park West Avenue  
Hong Kong Science Park,  
Shatin, N.T.  
Re: Application for EV Free Parking Pass

3. Applicants who submit the completed application forms in person can enjoy free parking for one-time of maximum 3-hour per day on their application day by showing the valid vehicle license and vehicle registration document for their EVs.
4. Upon receipt and verification of the application, FMO will notify the applicant by email within 10 working days for collection of the EV Free Parking Pass.
5. The “EV Free Parking Pass” user can enjoy the registered EV parking at the **Basement Car Park of Hong Kong Science Park Phase 2** (“Basement Car Park (P2)”) for one-time of maximum 3-hour per day based on the entrance time of the registered EV. This promotion shall be expired on 31 December 2017.
6. EV users can also enjoy free re-charge of EVs by **CLP Power Hong Kong Ltd.** from now until 31 December 2017.
7. “EV Free Parking Pass” user MUST use Octopus Card to enter and depart the Basement Car Park (P2).
8. Before departing the Basement Car Park (P2), “EV Free Parking Pass” user must visit the 24-hour Customer Service Counter on G/F of Lakeside 1 or Lakeside 2 and present the “EV Free Parking Pass” with “Octopus Card” for free parking redemption.
9. Regular hourly parking rate will be applied to any EV that stays beyond the free parking hours. She/he will be charged in accordance with the hourly parking rate of the car park by using her/his Octopus Card.
10. The “EV Free Parking Pass” is applicable to the Basement Car Park (P2) only. HKSTP and FMO reserve the absolute discretion to accept or reject any applications.
11. The “EV Free Parking Pass” user and owner of the registered EV shall note the free parking hours and the headroom limitation (2.2m) of the car park. EVs that exceed headroom restrictions are prohibited to enter.
12. The “EV Free Parking Pass” cannot be used in conjunction with other discounts or promotional offers.
13. The “EV Free Parking Pass” is non-transferrable and only car owner can apply & use. If there is any breach of the Terms and Conditions, HKSTP and FMO reserve the right to suspend or terminate the offer or reward immediately without further notice. HKSTP and FMO expressly reserve the rights to claim damages arising from or incidental to any breach of Terms and Conditions by the eligible patrons.

14. Only one “EV Free Parking Pass” registration will be accepted per applicant and vehicle. An administration fee of HK\$50 will be charged for any replacement, loss or damage of access card.
15. No parking spaces will be reserved for the “EV Free Parking Pass” user.
16. Free parking hours offered may vary due to special arrangement on certain dates and events without any advance notice.
17. In case the basement car park is fully occupied, the “EV Free Parking Pass” users, like other car park users, should queue up for vacant parking spaces. HKSTP and FMO do not warrant that there will be available and suitable spaces for EVs.
18. The “EV Free Parking Pass” is designated for EVs only. The “EV Free Parking Pass” user MUST observe the parking terms and conditions posted at the entrance of the car park. For any non-compliance, HKSTP and FMO reserve the right to impound the vehicles and charge a handling fee against the vehicle owners before releasing it.
19. Any violation of the terms and conditions, the “EV Free Parking Pass” may cease to be effective without further notice.
20. HKSTP and FMO reserve the right to modify or amend the terms and conditions of the “EV Free Parking Pass” scheme.
21. HKSTP and FMO will not be under any liabilities (whether arising under statute at common law or otherwise) for any loss of or damage to the property of any person caused by the negligence, or by any act, default or omission of HKSTP and FMO, or any other person, or by any equipment used (include water leakage) or employed by HKSTP and FMO in the operation of the car park or by the condition of the structure, roads, fixtures fittings, equipment or appliance of or attached to the Designated Car-parks, or by any other third party, vehicle, act or thing. The owners and/or user of any EVs parked in the car park shall be solely liable for and shall hold HKSTP and FMO absolutely free and harmless from any such liability.
22. If there is any inconsistency or conflict between the English and the Chinese versions of these terms and conditions, the English version shall prevail.
23. For enquiry, please contact Hong Kong Science Park Customer Service Hotline: 2639-8008 (24-hour).

## 香港科學園「電動車免費泊車及充電服務優惠」條款及細則

「電動車免費泊車卡」申請人士，請先細心閱讀以下優惠條款及細則：

1. 「電動車免費泊車卡」申請表可於香港科技園公司網頁 <http://www.hkstp.org> 下載或於香港科學園下列地點索取：

科學園一期	服務時間
核心大樓一座地下服務台	09:00-18:00
核心大樓二座地下服務台	09:00-18:00
科學園二期	服務時間
尚湖樓地下服務台	24小時
浚湖樓地下服務台	24小時

2. 申請人須填妥申請表格並附上有效電動車輛登記證明文件(牌簿)及車輛牌照副本，以下列方法向本處遞交申請：
  - (1) 親身到上列之服務台辦理有關申請；
  - (2) 以電郵方式遞交有關表格及文件  
E-mail: [carpark@hksciencepark.org](mailto:carpark@hksciencepark.org)
  - (3) 郵寄到科學園設施管理處  
科學園設施管理處地址：  
香港沙田科學園  
科技大道西1號  
核心大樓二座地下  
「申請電動車免費泊車卡」
3. 申請人遞交申請表格當日如出示有效電動車輛登記證明文件(牌簿)及車輛牌照副本，亦可於當日享有一次性最多3小時（以入車時間計算）之免費泊車服務。
4. 「電動車免費泊車卡」的申請一經接納及核實，設施管理處將於遞交申請表起計，十個工作天內以電郵通知申請者確認及領取「電動車免費泊車卡」。
5. 「電動車免費泊車卡」使用者可於科學園二期地庫停車場（「二期停車場」）享有每日一次性（24小時計）最多3小時（以入車時間計算）之免費泊車服務，優惠期到2017年12月31日。
6. 「電動車免費泊車卡」使用者亦可於科學園二期地庫停車場（「二期停車場」）享有由「中華電力有限公司」提供之免費充電服務，優惠期至2017年12月31日為止。

7. 「電動車免費泊車卡」使用者，必須使用八達通進出科學園二期地庫停車場。
8. 每次當「電動車免費泊車卡」使用者需要離開指定之停車場時，必須先往尚湖樓地下或浚湖樓地下繳費處（24小時服務），並出示「電動車免費泊車卡」及八達通，以便辦理泊車優惠手續。
9. 如該「電動車免費泊車卡」的指定車輛停泊二期停車場超過3小時，其餘下時間設施管理處將按照時租價目收取時租費用，持卡人必須使用八達通支付有關費用。
10. 「電動車免費泊車卡」只適用於二期停車場，香港科技園公司及設施管理處有絕對權利接受或拒絕任何申請。
11. 「電動車免費泊車卡」使用者/車主請留意泊車優惠時間及停車場之高度限制，如電動車超出指定停車場之高度(2.2米)，將不可進入該停車場。
12. 「電動車免費泊車卡」不可與其他泊車優惠同時使用。
13. 「電動車免費泊車卡」不可轉讓。一經發現違反使用條款，香港科技園公司及設施管理處將保留即時暫停或終止有關優惠而無須另行通知。香港科技園公司及設施管理處保留一切因違反使用條款所招致損失之追究權利。
14. 每位申請人及每一部電動車只可登記一張「電動車免費泊車卡」。如有遺失、損壞或補領，需繳付行政費用港幣五十元正。
15. 香港科技園公司及設施管理處不會為「電動車免費泊車卡」使用者預留車位。
16. 香港科技園公司及設施管理處有權將泊車優惠之時段於特別日子作任何更改，而無需作事前通知。
17. 若二期停車場未有剩餘充電設施之車位，「電動車免費泊車卡」使用者須與其他使用者一起輪候。香港科技園公司及設施管理處不會保證有可用及合適之車位予「電動車免費泊車卡」使用者。
18. 所有「電動車免費泊車卡」只供指定電動車輛使用，「電動車免費泊車卡」使用者必須留意及遵守張貼於各停車場入口之泊車條款。如有任何違規，香港科技園公司及設施管理處保留權利扣押違規車輛及收取開鎖費及所有其他欠款後才放行該車輛。

19. 如有違反本條款及細則，有關申請者之「電動車免費泊車卡」將被設定失效。
20. 香港科技園公司或其設施管理處保留隨時更改「電動車免費泊車卡」使用細則的權利。
21. 對於因香港科技園公司或其設施管理處的疏忽、不盡責、或因指定停車場或附屬的建築、道路、固定裝置、器械或設備的狀況或因第三者、車輛、行為或物件而引致的財物損失或破壞 (包括天花及喉管滲漏)，香港科技園公司或其設施管理處恕不負責 (不論是否由普通法或有關法規引起)。電動車車主/使用者在停車場內所發生的任何事故，均需自行負責。
22. 本條款及細則的中英文版本如有歧義，概以英文版本為準。
23. 如對上述有任何查詢，請致電香港科學園顧客服務熱線 (24小時)，電話：2639-8008。

「電動車免費泊車卡」申請表 \*優惠期到2017年12月31日\*

## Application Form for “EV Free Parking Pass”

\*Expired on 31 December 2017\*

請先細閱計劃的條款及細則，並以正楷填寫各項資料

Please read the attached terms and conditions and complete all items in BLOCK LETTERS

在遞交申請表時，申請人必須附上以下有效文件的副本，以供查核：

Applicant should attach the valid copies of the followings for verification when submitting the application form:

- 車輛登記證明文件 (前後頁) Vehicle Registration Documents (Both Front & Back Page)
- 車輛牌照 Motor Vehicle License

### 甲部：申請人詳情

#### PART A: PARTICULARS OF APPLICANT

1.	申請人姓名 Name of Applicant:	
2.	聯絡電話 Contact Tel. no.:	(日間 Day)
		(夜間 Night)
3.	電郵 E-mail Address:	
4.	通訊地址 Correspondence Address:	
5.	登記車主 Registered Vehicle Owner:	
6.	車主聯絡電話 Contact no. of Vehicle Owner:	
7.	車輛登記號碼 Car Registration No.:	
8.	車輛牌子及型號 Brand and Car Model:	
9.	申請人是否於科學園工作？ (請選擇 Please <input checked="" type="checkbox"/> as appropriate) Are you working in Hong Kong Science Park? <input type="checkbox"/> 是 Yes (公司名稱 Name of Company _____) <input type="checkbox"/> 否 No	



乙部：收集個人資料聲明

**Part B: Personal Information Collection Statement**

本表格內的個人資料將被用作申請電動車免費泊車卡的事宜上，並只在合理情況下交予相關政府執法機關使用。根據「個人資料(私隱)條例」，您有權要求查閱和更正任何個人資料(請致電設施主任 2639 8008 查詢)。上述資料將於使用日期三個月後銷毀。

The Department will use the information provided for handling EV free parking pass application matter only and the information may give to other government departments authorized by law to receive it. Subject to exemptions under the Personal Data (Privacy) Ordinance, you have the right to request access to correction of personal data (Please contact our Facilities Officer, Tel: 2639 8008 for query). The information provided will be destroyed after 3 months of the date stated above.

丙部：聲明

**PART C: DECLARATION**

本人/吾等謹此同意及遵守香港科學園之各項泊車條款，並同意承擔所有對科學園設施造成的任何損失、損壞及違失之責任及作出賠償。

I/ We agree to observe the Rules and Regulations governing Traffic and Parking in Hong Kong Science Park (HKSP) currently in force, observe and bind by the Terms & Conditions listed in this application form and to bear all liabilities for and indemnify against all damages, injuries and losses in the HKSP premises caused by or in connection with the above mentioned vehicle.

申請人簽署

日期

Signature of Applicant: \_\_\_\_\_

Date \_\_\_\_\_

丁部：設施管理處專用

**Part D:** (To be completed by Facility Management Office)

- Accept & complete the application
- Reject the application (Remarks : \_\_\_\_\_)

Approved Date \_\_\_\_\_

Approved by

Facilities Manager \_\_\_\_\_

Date of

Completion/Issue \_\_\_\_\_

Signed by

Facilities Manager: \_\_\_\_\_