



The Hong Kong University of Science & Technology
Campus Management Office
Application for Campus Parking Permit

Serial No.					
Valid Until					
Permit No.					
(For Security Office Use Only)					

Part A (To be completed by the applicant)

Full name of the registered car owner : _____

If the applicant is not the registered car owner, please state the relationship : _____

<u>Particulars of Vehicle</u>													
a. Vehicle Registration Mark	b. Make of Vehicle _____												
<table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr> <td align="center">Prefix</td> <td align="center" colspan="5">Number</td> </tr> </table>							Prefix	Number					c. Colour of Vehicle _____
Prefix	Number												
d. Class of Vehicle _____	e. Licence Expiry Date _____												
<u>Third Party Insurance</u>													
a. Name of Company (not agent) _____													
b. Policy No. _____	c. Expiry Date _____												
(Relevant documents for the aforesaid must be produced for verification)													

(If the applicant is not a University full time staff, please state name of company, business address and telephone number below)

I certify that the above Particulars are correct, that I have read the notes overleaf and agree to abide by the campus Traffic and Parking Regulations of The Hong Kong University of Science and Technology.

Company Name & Address of Non-University Member :

Address of University Quarters :

Signature of Applicant

University I.D. No.

Email Address of Applicant:

Name in Block Letters

Mobile Phone No.

Date :

Department

Office/Residential No.

Part B (To be completed by the appropriate Head of Department for applicants other than full time staff)

- a. Recommended / Not recommended
- b. The applicant is a member of *visiting staff / term contractor working on the campus / consultant or other as shown below :

* Delete where not applicable

Authorized Signature (Head of Dept)

Name in Block Letters

Date

Department

Part C (To be completed by Security Office)

a. Application and relevant documents checked

Approved / Disapproved

(Authorized Signature)

Date

b. Reasons : (if disapproved) _____

NOTES

1. Whenever a vehicle is driven on THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY campus :
 - a) The driver must be holder of a valid Hong Kong driving licence.
 - b) The vehicle must be covered by valid vehicle licence and third party insurance.
 - c) The driver should be aware of and must observe the Campus Traffic and Parking Regulations of THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY currently in force.
 - d) The owner and/or driver must bear all liability for the indemnify THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY against all damage to property and or persons on campus which may be caused by his vehicle or by his control on management of his vehicle.
2. THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY reserves the right to adhere notices on to windscreens and to move or relocate, without prejudice any and all vehicles parked in contravention of any of THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY Parking Regulations.
3. THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLGY reserves the right to dispose of any abandoned vehicle, without prejudice, 3 months after abandonment, and to recover the costs of disposal from the owner and/or the applicant if he is not the registered owner.
4. All vehicles parked on the campus are parked entirely at the owner's risk. THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY shall not be liable for any loss and/or damage to the vehicle, the driver, or any passenger or any of their property due to any cause whatsoever.
5. There is no guarantee of a carparking space being available for every permit holder.
6. The permit must be returned to the Security Office, on transfer of car ownership or on owner's resignation from THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY.
7. A copy of the current Campus Traffic and Parking Regulations of THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY may be obtained from the Security Office.

REMARKS : Photocopy of the applicant's Staff ID/Student ID, Driving Licence, Insurance Policy, Vehicle Registration Document and Motor Vehicle Licence (Windscreen Sticker) are required to submit with the application.