

注意：本公司收集以下資料之目的，是作為履行物業及設施管理職責的用途。顧客於提供個人資料前，請先參閱列印於此文件最後部份之「個人資料收集聲明」全文。  
 Attention: The purpose of collecting the below data is to perform the property and facility management duties of our company. Customer is advised to read the full version of the "Personal Information Collection Statement" printed at the bottom of this document before providing the personal information



**啓勝管理服務有限公司**  
**KAI SHING MANAGEMENT SERVICES LTD.**

駿景園服務處委託人：駿景園物業管理有限公司  
**AGENT FOR ROYAL ASCOT MANAGEMENT COMPANY LIMITED**

**停車證 / 車場智能咭申請表**  
**Application for Parking Permit / Smart Card**

申請原因/ Reason : (請在適當方格內加上✓ / Please tick in appropriate box)

☐ 新業主 New Owner ☐ 遺失智能咭 Lost Smart Card ☐ 更換智能咭 Change Smart Card ☐ 更換車輛 Change Vehicle

駿景園 Royal Ascot, 室 Flat \_\_\_\_\_, 樓 Floor \_\_\_\_\_, 座 Block \_\_\_\_\_

車位編號 Carpark No. : \_\_\_\_\_, 層 Level : \_\_\_\_\_

車牌號碼 Vehicle Registration No. : \_\_\_\_\_

\*業主 / 租客姓名 : \_\_\_\_\_ / \_\_\_\_\_

\*Name of Owner / Tenant (中文/Chinese) (英文/English)

聯絡電話 : \_\_\_\_\_ / \_\_\_\_\_  
 Contact Tel. No. (住宅/Home) (手提電話 Mobile no.)

吾/吾等願意接受及遵守背頁所定之「承諾書」。  
 I / We agree to accept and follow "Undertaking" as overleaf.

業主簽署 : \_\_\_\_\_ 日期 : \_\_\_\_\_

Owner's / Tenant's Signature Date

必須與收車位時業主簽名相符/Must be the same signature When taking over the carpark space)

\* (刪除不適用者/Please delete as inappropriate)

For Office use Only	
Parking Permit No. :	Smart Card :
Issue Date :	Issue Date :
Approved By :	Approved By :

簽收 : \_\_\_\_\_ 發證人簽署 : \_\_\_\_\_  
 Received By Issued By  
 日期 : \_\_\_\_\_ 日期 : \_\_\_\_\_  
 Date Date

**車牌密碼回條**  
**Parking Card Password Reply Slip**

車位編號 Carpark No.: \_\_\_\_\_

電腦車咭密碼 Parkng Card Password : \_\_\_\_\_

【上述密碼，請予高度保密。】 ( Please treat the password as highly **CONFIDENTIAL** )



## 啓勝管理服務有限公司

KAI SHING MANAGEMENT SERVICES LTD.

駿景園服務處委託人：駿景園物業管理有限公司  
AGENT FOR ROYAL ASCOT MANAGEMENT COMPANY LIMITED

### 停車證 / 車場智能咭領取承諾書

Undertaking for Parking Permit / Smart Card

1. 前述之車輛必須持續領取有效之行車證並購有有效第三者意外保險;  
The aforementioned vehicle shall always remain licensed and covered by 3<sup>rd</sup> Party Risk Insurance Policy;
2. 凡任何人在駿景園內駕駛前述之車輛必須持有有效之駕駛執照;  
People driving the aforementioned vehicle within Royal Ascot are holding valid driving licenses;
3. 凡任何人在駿景園內駕駛前述之車輛必須遵守現行駿景園服務處規則及屋苑交通規則;  
People driving the aforementioned vehicle within Royal Ascot shall abide by the Estate Rules/Estate Traffic Regulations currently in force;
4. 前述之停車證/車場智能咭乃駿景園服務處之物件，在該處要求下需立即交還;  
The aforementioned Parking Permit and Smart Card remains the property of Royal Ascot Management Services Office (hereafter called RAMSO) and it shall be surrendered upon the request of RAMSO.
5. 前述之停車證必須張貼在其指定之車輛擋風玻璃上以資識別並且不得轉讓;  
The aforementioned Parking Permit shall be displayed on the windscreen of designated vehicle for identification purpose and it is non-transferrable;
6. 領取停車證/車場智能咭時必須出示有效之住客證或身份證明文件;  
Resident Card/HKID Card must be presented for collecting the Parking Permit / Smart Card;
7. 如有任何資料需作更改，車主必須呈交有關車輛之車輛登記證明文件(即『牌簿』)。及攜帶停車證往服務處辦理;  
Parking Permit and a copy of the Vehicle Registration Document must be shown to RAMSO for verification if any informations need to be changed.
8. 如有遺失/損壞，除需以書面通知本處外，亦須繳付港幣一佰伍拾元正之補領智能咭手續費;  
In the event of loss or damage, a written declaration shall be submitted to RAMSO and an administration fee of HK\$150.00 for replacement of each smart card.
9. 本人同意並承諾保障『駿景園物業管理有限公司』/『啓勝管理服務有限公司』免受任何由前述車輛因其在駿景園內所引致財物損毀及/或人命傷亡之賠償要求或訴訟，所有費用及可能之賠償，概由本人負責;  
I agree and undertake with "Royal Ascot Management Co., Ltd." / "Kai Shing Management Services Ltd." (hereafter called RAMCL / KSMSL) to indemnify and keep RAMCL/KSMSL indemnified from and against all actions proceedings demands costs and expenses whatsoever claims by any person in respect of any loss damages or injuries to any property or person arising out of or due to the presence of the aforementioned vehicle in Royal Ascot;
10. 根據個人私隱條例，以上所收集的個人資料只作為申請停車證/車場智能咭及保安用途，服務處定當把資料保密。  
In accordance with the Personal Data (Privacy) Ordinance, the above data collected are solely for application of Parking Permit / Smart Card and security reason; RAMSO will treat the data in strictly confidential.

## Personal Information Collection Statement

It is the policy of Kai Shing Management Services Limited, as one "Data User", in complying with the requirements of the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of the Hong Kong SAR and notify you of certain matters when collecting information from you.

- At the time of providing our services, you may be asked to provide us with personally identifiable information. It is necessary for us to collect your information for providing you the services. You are not obliged to supply the data here but if you fail to provide the information requested, we may not be able to provide you the services or assistance.
- The information we collected will be used for processing all matters relating to the relevant application, daily operation and/or any follow up actions. In addition, we may use the personal data for internal statistical research and/or analysis, and/or for marketing purposes and your information will be accessed by, disclosed or transferred to Our Group. All of the aforesaid organizations can keep such personal data.
- We will keep your personal data only for as long as necessary to fulfill the purpose for which it is collected. The data you provide will only be handled by our authorized employees and persons.

You have the right to request access to, or correction of, information about you which is held by us, by paying us the reasonable charges incurred by us in relation to administering and complying with your request. If you need to check whether we hold your personal information or if you wish to have access to, or correct any information relating to you which is inaccurate, please write via e-mail to our Data Protection Officer at [dpo@kaishing.com.hk](mailto:dpo@kaishing.com.hk) or via mail to Room 2301, 23/F, Sun Hung Kai Centre, 30 Harbour Road, Wan Chai, Hong Kong.

## 個人資料收集聲明

以下是啓勝管理服務有限公司遵照香港特別行政區法例第 486 章《個人資料(私隱)條例》之要求而發表，在向閣下收集資料時通知閣下若干事項。

- 在我們為閣下提供服務之時，閣下會被要求向我們提供個人識別資料。我們有必要收集閣下之資料，以便向閣下提供服務。倘若閣下未能提供所需資料，我們將不能向閣下提供有關服務。
- 我們所收集之資料將用作處理有關申請、日常管理及/或任何跟進事宜。此外，有關資料亦可能用於內部統計調查、分析和/或推廣用途及/或可能被披露或轉移往本集團，上述之團體亦可存取該等資料。
- 我們只會在有需要的時間內，為了達到收集個人資料所需目的而保存閣下的個人資料及只供我們的獲授權人仕使用。

如閣下同意向我們支付合理之手續費，閣下有權要求存取或更正我們所持有關於閣下之資料。倘若閣下需要查核我們是否持有閣下之個人資料，又或者想存取或更正閣下有關之任何不確資料，請電郵 [dpo@kaishing.com.hk](mailto:dpo@kaishing.com.hk) 往啓勝管理服務有限公司，或投寄到香港灣道三十號新鴻基中心二十三樓二零一室資料保障主任。