

## The Jockey Club Hong Chi Siu Sai Wan Workshop

Car Cleaning Service plan:

Service Plan	A. Every Mon, Wed and Fri	B. Every Tue and Thu
5-seats saloon	<input type="checkbox"/> (A1) \$310 / month	<input type="checkbox"/> (A2) \$240 / month
7-seats wagon / Jeep / others	<input type="checkbox"/> (B1) \$360 / month	<input type="checkbox"/> (B2) \$280 / month

### **Terms and conditions:**

#### **Service provision**

- Please fill in the requisition form and send to our workshop by Fax (2976-0463) or Email ([ssw@hongchi.org.hk](mailto:ssw@hongchi.org.hk)). We will confirm your requisition and commence the service according to the turn of the waiting list.
- Car cleaning service will be suspended when the following situations:
  - Bad weather: Typhoon signal no. 3 or above, red/ black rainstorm is hoisted
  - Public holiday and Chinese New Year holiday (one week estimated)
  - Workshop's programs (such as Mid-Autumn Festival, Christmas and Chinese New Year)

#### **Payment (Pay before the day of 5<sup>th</sup> each month)**

- **ATM:** The Hongkong and Shanghai Bank Corporation  
A/C NO.:002-318053-025 A/C Name: **The Jockey Club Hong Chi Siu Sai Wan Workshop**  
Please fax the cash payment slip with car number, payment month and contact information by 2976-0463.
- **Cheque:** Crossed Cheque please pay to: **The Jockey Club Hong Chi Siu Sai Wan Workshop**,  
And address to (by mail): The Jockey Club Hong Chi Siu Sai Wan Workshop  
G/F, Sui Shing House, Siu Sai Wan Estate, Chai Wan, H.K.
- Please do not make payments for more than three months. An official receipt will be issued late.

#### **Amendment or temporary suspension of the service**

- Amendment of services or temporary suspension (not more than 1 month, otherwise re-joining is needed) of car cleaning requires oral (2896-0373) or written notification by email to our workshop 14 days in advance.

#### **Termination**

- Termination of service requires written notification to our workshop 14 days in advance.  
Effective day will be counted as at 15<sup>th</sup> or 30<sup>th</sup> of each month.
- **No refund arrangement is provided**

#### **Liability Disclaimer**

Car cleaning service is provided by our intelligence disabilities trainee. Our Association holds no liability for any loss or damage arising from any cleaning process. However, we provide sustainable training and supervision to maintain the quality of services. Thanks for your consideration.

## 賽馬會匡智小西灣工場

### 汽車美容服務細則 - UST 職員會

#### 服務收費

\*抹車包括清洗車身、玻璃及車輪

服務計劃	A. 每週一三五 抹車*	B. 每週二、四 抹車*
5 人私家車	<input type="checkbox"/> 每月 \$310 (A1)	<input type="checkbox"/> 每月 \$240 (B1)
7-8 人車/四驅車	<input type="checkbox"/> 每月 \$360 (A2)	<input type="checkbox"/> 每月 \$280 (B2)

# 服務按申請時填報停車位置作準, 詳情請參閱附頁。

#### 服務條款及細則

##### 服務提供

- 服務申請：請填妥參加表格，以電郵/傳真至本工場作初步申請登記，按輪候名額情況，由工場確認能否提供服務。
- 服務將於以下情況暫停：
  - 紅色或黑色暴雨警告信號、3 號熱帶氣旋警告信號或以上；
  - 公眾假期、農曆新年期間 [連同公眾假期約 1 星期]；
  - 工場慶祝活動：包括中秋節、聖誕節及農曆新年等。

##### 繳款方式

- 請於每月 5 號前繳交該月款項，否則當月服務將會暫停至完成有關款項。

##### 更改、暫停或終止服務計劃

- 客戶如欲更改或暫停服務安排，必須於 14 天前以電郵通知本工場。
- 客戶如暫停服務安排，多於一個月，則需從新輪候。
- 客戶如終止服務計劃，必須於 14 天前以書面/電郵通知本工場。

##### 退款安排

- 已交款項，恕不退回。

##### 查詢

電話：2896-0373      傳真：2976-0463      電郵：ssw\_staff6@hongchi.org.hk

地址：香港柴灣小西灣邨瑞盛樓地下

##### 免責聲明

汽車美容服務由智障人士提供，如有任何損毀，恕未能作賠償，惟本機構會盡力為他們進行訓練及督導，以提供優質服務。

## **The Jockey Club Hong Chi Siu Sai Wan Workshop**

### **Requisition for Car Cleaning Services**

Full name of Car Owner (Mr./Mrs./Ms.):		Car no.:
Brand Name :	Color :	Parking Location : (See Attachment choose 1)
Contact Phone no.: (1)	(2)	Fax no. :
E-mail Address :		
Car Cleaning Service plan:		
<b>Service Plan</b>	A. Every Mon, Wed and Fri	B. Every Tue and Thu
<b>5-seats saloon</b>	<input type="checkbox"/> (A1) \$310 / month	<input type="checkbox"/> (A2) \$240 / month
<b>7-seats wagon / Jeep / others</b>	<input type="checkbox"/> (B1) \$360 / month	<input type="checkbox"/> (B2) \$280 / month
<b><u>Terms and conditions:</u></b>		
<b>Service provision</b>		
<ul style="list-style-type: none"><li>● Please fill in the requisition form and send to our workshop by Fax (2976-0463) or Email (<a href="mailto:ssw@hongchi.org.hk">ssw@hongchi.org.hk</a>). We will confirm your requisition and commence the service according to the turn of the waiting list.</li><li>● Car cleaning service <u>will be suspended</u> when the following situations:<ul style="list-style-type: none"><li>- Bad weather: Typhoon signal no. 3 or above, red/ black rainstorm is hoisted</li><li>- Public holiday and Chinese New Year holiday (one week estimated)</li><li>- Workshop's programs (such as Mid-Autumn Festival, Christmas and Chinese New Year)</li></ul></li></ul>		
<b>Payment (Pay before the day of 5<sup>th</sup> each month)</b>		
<ul style="list-style-type: none"><li>● <b>ATM:</b> The Hongkong and Shanghai Bank Corporation A/C NO.:002-318053-025 A/C Name: <b>The Jockey Club Hong Chi Siu Sai Wan Workshop</b> Please fax the cash payment slip with car number, payment month and contact information by 2976-0463.</li><li>● <b>Cheque:</b> Crossed Cheque please pay to: <b>The Jockey Club Hong Chi Siu Sai Wan Workshop</b>, And address to (by mail): The Jockey Club Hong Chi Siu Sai Wan Workshop G/F, Sui Shing House, Siu Sai Wan Estate, Chai Wan, H.K.</li><li>● Please do not make payments for more than three months. An official receipt will be issued late.</li></ul>		
<b>Amendment or temporary suspension of the service</b>		
<ul style="list-style-type: none"><li>● Amendment of services or temporary suspension (not more than 1 month, otherwise re-joining is needed) of car cleaning requires oral (2896-0373) or written notification by email to our workshop 14 days in advance.</li></ul>		
<b>Termination</b>		
<ul style="list-style-type: none"><li>● Termination of service requires written notification to our workshop 14 days in advance. Effective day will be counted as at 15<sup>th</sup> or 30<sup>th</sup> of each month.</li><li>● <b>No refund arrangement is provided</b></li></ul>		
<b>Liability Disclaimer</b>		
<ul style="list-style-type: none"><li>● Car cleaning service is provided by our intelligence disabilities trainee. Our Association holds no liability for any loss or damage arising from any cleaning process. However, we provide sustainable training and supervision to maintain the quality of services.</li></ul>		
<b>I have read, understand and agree the terms and conditions.</b>		
Signature :		Date :
For any enquiry, please contact our workshop by 2896-0373(tel) or email ( <a href="mailto:ssw_staff6@hongchi.org.hk">ssw_staff6@hongchi.org.hk</a> ).		

**賽馬會匡智小西灣工場**  
**汽車美容服務參加表格及細則**

Rev. 5/2017

車主姓名 (中文全名)：		(先生/太太/小姐*)	
車輛號碼：	牌子：	顏色：	泊車位置： <small>[請參閱附頁, 只選 1 位置]</small>
聯絡電話：(1)		(2)	傳真號碼：
電郵地址：			
服務計劃及收費：		*抹車包括清洗車身、玻璃及車輪	
服務計劃	A. 每週一三五 抹車*	B. 每週二、四 抹車*	
5 人私家車收費	<input type="checkbox"/> 每月 \$310 (A1)	<input type="checkbox"/> 每月 \$240 (B1)	
7-8 人車/四驅車	<input type="checkbox"/> 每月 \$360 (A2)	<input type="checkbox"/> 每月 \$280 (B2)	
<b>服務條款及細則</b>			
<b>服務提供</b>			
<ul style="list-style-type: none"><li>● 服務申請：請填妥參加表格，交回/傳真至本工場作初步申請登記，按輪候次序情況，由工場確認能否提供服務。</li><li>● 服務將於以下情況暫停：<ul style="list-style-type: none"><li>- 紅色或黑色暴雨警告信號、3 號熱帶氣旋警告信號或以上；</li><li>- 公眾假期、農曆新年期間 [連同公眾假期約一星期]；</li><li>- 工場慶祝活動：包括中秋節、聖誕節及農曆新年等。</li></ul></li></ul>			
<b>繳款方式</b>			
<ul style="list-style-type: none"><li>● 請於<b>每月 5 號前</b>繳交該月款項，否則當月服務將會暫停至完成有關款項。<ul style="list-style-type: none"><li>- <b>現金過戶(ATM):</b> 香港上海滙豐銀行 戶口號碼：002-318053-025；戶口名稱：賽馬會匡智小西灣工場 請傳真或電郵入數紙予本工場，並列明車牌號碼、繳交之月份及聯絡電話。</li><li>- <b>支票：</b>劃線支票抬頭付「<b>賽馬會匡智小西灣工場</b>」，並郵寄回本工場。</li></ul></li></ul>			
<b>更改、暫停或終止服務計劃</b>			
<ul style="list-style-type: none"><li>● 客戶如欲更改或暫停服務安排，必須於 14 天前以電郵通知本工場。</li><li>● 客戶如暫停服務安排多於一個月，則需從新輪候。</li><li>● 客戶如終止服務計劃，必須於 14 天前以書面/電郵通知本工場。</li></ul>			
<b>退款安排</b>			
<ul style="list-style-type: none"><li>● 已交款項，恕不退回。</li></ul>			
<b>查詢</b>			
電話：2896-0373      傳真：2976-0463      電郵：ssw_staff6@hongchi.org.hk			
地址：香港柴灣小西灣邨瑞盛樓地下			
<b>免責聲明</b>			
汽車美容服務由智障人士提供，如有任何損毀，恕未能作賠償，惟本機構會盡力為他們進行訓練及督導，以提供優質服務。			
本人已知悉及同意有關服務條款及細則。			
車主簽署：		日期：	
<b>此欄由工場填寫</b>			
<input type="checkbox"/> 已填妥有關資料		服務計劃： <input type="checkbox"/> A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input type="checkbox"/> B2	
服務開始日期：			

賽馬會匡智小西灣工場

The Jockey Club Hong Chi Siu Sai Wan Workshop

汽車美容服務 – 服務提供位置

Car Cleaning Service – Service Location

代號 Code	服務位置 [上午] Parking location (A.M.)	代號 Code	服務位置 [下午] Parking location (P.M.)
A	南閘 (測風洞) South Gate/ LG7	G	初級職員宿舍 (JSQ)
B	卸貨區 Loading Area (危險倉)	H	高級職員宿舍 (SSQ)
C	Lift 25 & 26	I	盧家聰大樓 (Lo Ka Chung University Centre)
D	Hall 1		
E	Tower A - C		
F	Tower 1-19		

- 申請服務時，請選取 1 個主要停泊車輛位置 (主要按該位置提供服務)。  
Please select one parking location (A to I for main service provided location).
- 如因已訂位置車位不足，請按上午或下午位置停泊車輛，洗車服務將盡量配合提供服務，如未能提供，請見諒。  
If the parking location is full, please according to the A.M. period (A to F) or P.M. period (G to I) to park the cars for our service extent could provided.
- 如車輛停泊於非時段位置，恕未能提供服務。  
Thank you for your consideration on service suspended when car parking in the location of non service provided period.