

Guideline For Application for Evening 'E' Parking Label

1. This guideline shall be read in conjunction with the Regulations governing Traffic and Parking on University Estates <http://www.hku.hk/estates/page/trafficregulations.pdf>.
2. An 'E' label can be obtained by teaching staff, part-time student, post-graduate and under-graduate students.
3. Label holders can park their cars at the following periods:

Weekday evening	: 1645 hours to 2359 hours
Weekend and public/ university holidays	: 0600 hours to 2359 hours

Normal hourly parking fee will be charged when parking outside the above-mentioned allowed period.
4. Parking in the main campus is restricted to the Composite Building Multi-storey carpark and University Drive down to the road behind Shaw Buildings on the main campus. A separate 'E' label is required for parking at Li Ka Shing Faculty of Medicine.
5. You can go to the Wilson Parking shroff office at the East Gate on the Main Campus or at Li Ka Shing Faculty of Medicine to purchase for a label and a ticket, which is issued for a complete month basis. You may obtain the label and the ticket for more than one complete month.
6. \$400 is charged per month and under no circumstance will the paid parking fee be refunded. Parking fee is waived for vehicle issued with a 'Disable Person's Permit' by the Commissioner for Transport. A copy of the 'Disable Person's Permit' should be submitted when buying the ticket & label.
7. \$70 will be charged for replacement or re-issue of label; whilst \$100 for replacement of the ticket due to loss or damage other than by natural course.
8. You are required to produce your student/staff identity card or official receipt of the course fee when buying the monthly ticket. Since each label and ticket is issued for one particular vehicle and is non-transferable, you are required to inform Wilson Parking the registration number of a vehicle when buying the label/ticket.
9. The 'E' label shall be displayed conspicuously on the vehicle windscreen to assist staff members from Wilson Parking or from the University to conduct routine inspection at the carpark entrances.
10. The payment of parking fees does not guarantee a parking space and the University reserves all the right to prevent any vehicle from entering into the estates or any part thereof due to security, safety or other reasons without prior notice.
11. When obtaining an 'E' label, the applicant shall be deemed to have accepted by conduct to agree that the University shall not be liable for any theft of or damage to vehicles parked on its properties whether caused through the negligence or breach of contract committed by the University or its staff and also agree to bear all liabilities for any indemnity against all damages, injuries and losses on the University Properties caused by or in connection with the applicant's vehicle.