

Application Form for Home Repair Service 家居維修服務申請表

Development 物業： Residence Bel-Air Bel-Air Rise
 Bel-Air on the Peak Villa Bel-Air Bel-Air No. 8

No. 編號：_____

Part A : Terms & Conditions 條款

- Bel-Air Service Centre has the right to reject the application after assessment of the actual condition of repair item.
服務中心須視乎需要維修項目的實際情況，才決定是否處理。
- Resident shall settle the payment by cheque before commencement of work. 在進行工程前，住戶須預先繳交支票。
- All repair items and services provided are shown in Page 2. 有關可提供之維修項目及價目表可參考第二頁。
- If more than one order for the same item requested, the labour cost will be as follows: 如"同時間"進行多個"相同項目"之維修:
(i) Labour/material cost item: Full price on the 1st item, 30% discount on the 2nd same item, 50% discount on the 3rd or thereafter on the same item.
只收人工/物料費用之項目: 首個維修收全費; 第二個相同項目之維修收七折; 第三個或以上相同項目之維修收半價。
(ii) Labour & material cost items: full price on the 1st item, 10% discount on the 2nd or thereafter on the same item.
連工包料項目: 首個維修收全費; 第二個或以上相同項目之維修收九折。
(iii) Warranty: 3 months excluding consumable parts (eg. light bulb, battery etc.) and any damage resulting from accidentally or artificially such as blockage of drainage pipe etc.
保固期: 3個月但不包括消耗品(例如: 電燈泡, 電池等)及一切由意外或人為而引致之損壞如塞去水渠等
- Service Hours: 10:00 A.M. - 6:00 P.M. (Monday - Friday) 服務時間: 上午十時至晚上六時 (星期一至五)
Remark: (i) Last Appointment at 05:00PM 註: 最後預約維修時段為五時正
(ii) Extra Overtime charge after 6:00 P.M. 晚上六時後收取額外超時費用
- Work with NOISE should only be carried out on Monday to Friday, from 10:00 a.m. to 5:00 p.m.
裝修工作(有噪音)只限於星期一至星期五上午十時後至下午五時前進行; 星期日及公眾假期全日不准進行任何裝修工作。
- For booking of the services, please complete this form together with the cheque made payable to "Island South Property Management Limited" and return it to the Tower Concierge at podium lobby or Service Centre;
Alternatively, you may contact our Service Centre during office hours for arrangement: Phase I-III at 2989 6000 / Phase IV-V at 2989 6350 / Phase VI at 2989 6262
請填妥此表格連同支票, 抬頭請寫「南盈物業管理有限公司」, 交往各座大堂接待處或服務中心; 或可於辦公時間致電服務中心聯絡以作安排:
貝沙灣I-III期 - 2989 6000 / 貝沙灣IV-V期 - 2989 6350 / 貝沙灣VI期 - 2989 6262

Part B : Please fill in the relevant information 請填妥有關資料 (Remarks 註 * Please delete if inappropriate 請刪去不適用者)

- (a) Name of Resident 住戶姓名: _____ (b) Telephone No 聯絡電話: _____
- (c) Address: Unit _____, _____th Floor, Tower _____ of Phase I / II (South Tower) / III (House) / IV (On the Peak) / VI (No.8) *
地址: 單位 _____, _____樓, _____座貝沙灣第I / II (南岸) / III(洋房) / IV(南灣) / VI (No.8)期 *
- (d) Repair Work Request: Please refer to Page 2 and mark down the job request below in detail (Note 1).
需要維修之項目: 請參考第 2 頁並於下表詳述所需之維修工作(註 1)

| Item No. (eg. A2, see Page 1) 編號(如 A2, 見第1頁) | Description (eg. Replacement of light bulb) 內容 (如:更換燈膽) | Location (e.g. Kitchen) 位置(如:廚房) | Number (eg. One) 數目(如:1個) |
|---|--|-------------------------------------|------------------------------|
| 1. _____ | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |

- (dii) Cheque 支票號碼: _____ Amount 銀碼: _____
Signed by Applicant 申請人簽署: _____ Date 日期: _____

Note 1 : Service Centre shall make appointment with the applicant within 3 working days upon receipt of application form.
註1 : 服務中心職員會於收到申請表的三個工作天內與申請人聯絡預約維修日期。

Part C : Completion of Work 工程完成

- (e) I confirm the works listed as above has been completed and up to my satisfaction. Handled by (Technician)
本人確認是項工程已完成及為本人滿意。處理技術人員:

(f) Remarks 附錄:

Signed by Applicant 申請人簽署: _____ Time: _____
Date 日期: _____

Part D Office use only (* pls delete if inappropriate)

- GRA / SA : Application Form Received by _____ Date : _____
- GRA / SA : Cheque no. _____ Amount of \$ _____ Received by _____ Date : _____
- GRA / SA : Appointment date of repair : _____ handled by : _____
- TDO : Application ACCEPT / REJECT* by: _____ (Reason for reject : _____)
- GRA : Receipt no. _____ issued to the applicant. Date : _____

| Application Form of Home Repair Service 家居維修服務申請表 | | | |
|---|--|---------------|---------------------------------|
| | Charge (Note 1) 收費 (註 1) | Remarks 備註 | |
| A Electrical Appliance 電器設施 | | | |
| A1 | Replacement of Dichroic / Capsule Halogen Lamp (Philip / Osam*) 更換石英燈 / 花生米石英燈 | HK\$100 | Labour and Materials 連工包料 |
| A2 | Replacement of light bulb 更換燈膽 | HK\$60 | Provided by Customer 客戶須自備物料 |
| A3 | Replacement of Capsule Halogen Lamp for Candle Light at Bathroom (For Phase I - IV) 更換洗手間壁燈燈膽 (只適用於I - IV期業戶) | HK\$250 | Labour and Materials 連工包料 |
| A4 | Replacement of LED lamp (1W/3W) at Canopy (For Phase VI residents only) 更換露台 (1W/3W)LED燈 (只適用於VI期業戶) | HK\$1,000 | Labour and Materials 連工包料 |
| B Plumbing & Drainage 水喉及渠務 | | | |
| B1 | Replacement of shower tube (Standard) (For Phase I - IV residents only) 更換花灑軟喉 (普通型) (只適用於I - IV期業戶) | HK\$350 | Labour only 人工 |
| B2 | Replacement of piston type flushing cistern (Standard) 更換廁所水箱膽 (普通型) | HK\$500 | Labour and Materials 連工包料 |
| B3 | Repair of leakage Cisterns (Standard & Maid Toilet) 維修廁所水箱漏水 (普通及工人廁) | HK\$100 | Labour and Materials 連工包料 |
| B4 | Replacement of ball cock for flushing cistern 更換廁所水箱來水波曲 | HK\$350 | Labour and Materials 連工包料 |
| B5 | Replacement of U-trap for basin 更換鋅盆膠隔氣 | HK\$300 | Labour and Materials 連工包料 |
| B6 | Repair of blockage basin 通浴室 / 鋅盆去水喉 | HK\$1,000 | Appointment 預約 |
| B7 | Repair of blockage W.C. 通座廁去水室內工作 | HK\$1,000 | Appointment 預約 |
| B8 | Repair of plug for bath tub 維修浴缸跳塞 | HK\$100 | Labour and Materials 連工包料 |
| B9 | Cleaning internal filter of shower head 清洗花灑頭內的沙隔 | HK\$300 | Labour only 人工 |
| B10 | Repair water leakage under kitchen sink 維修廚房內鋅盆底的漏水 | HK\$250 | Labour and Materials 連工包料 |
| B11 | Replacement of plug for bath tub (For Phase I - IV residents only) 更換浴缸跳塞 (只適用於I - IV期業戶) | HK\$1,200 | Appointment needed 需預約 |
| B12 | Replacement of toilet seat 更換座廁板 | HK\$700 | Labour and Materials 連工包料 |
| C General Repair 基本維修 | | | |
| C1 | Replacement of door bell battery (use Alkaline batteries 4 nos.) (For Phase I - IV residents only) 更換門鐘電芯 (鹼性電芯 4枚) (只適用於I - IV期業戶) | HK\$100 | Labour and Materials 連工包料 |
| C2 | Replacement of letter box lock 更換信箱鎖 | HK\$100 | Labour and Materials 連工包料 |
| C3 | Repair of glass magazine panel (For Phase I - IV residents' use only) 維修浴室玻璃雜誌架 (只適用於I - IV期業戶) | HK\$150 | Labour and Materials 連工包料 |
| C4 | Replacement of door lock (Golden - For Phase I-IV only / Silver - For Phase VI only) 更換房門鎖 (金色 - 只適用於I-IV期 / 銀色 - 只適用於VI期) | HK\$1,000 | Labour and Materials 連工包料 |
| C5 | Replacement of 1(one) pair door hinge for kitchen cabinet 更換廚房廚櫃門較一對 | HK\$600 | Labour and Materials 連工包料 |
| C6 | Supply window handle (For Phase I, II residents only) 供應窗門手柄 (只適用於I, II期業戶) | HK\$400 | Material only 物料 |
| C7 | Supply window handle for curtain wall (For Phase IV residents only) 供應幕牆窗門手柄 (只適用於IV期業戶) | HK\$1,000 | Material only 物料 |

Note 1 : The charges will be in accordance to actual number of repair work items done and may also be subject to revision due to other circumstances.

註 1 : 收費會按實際需維修項目而收取及視乎情況而作出修訂。