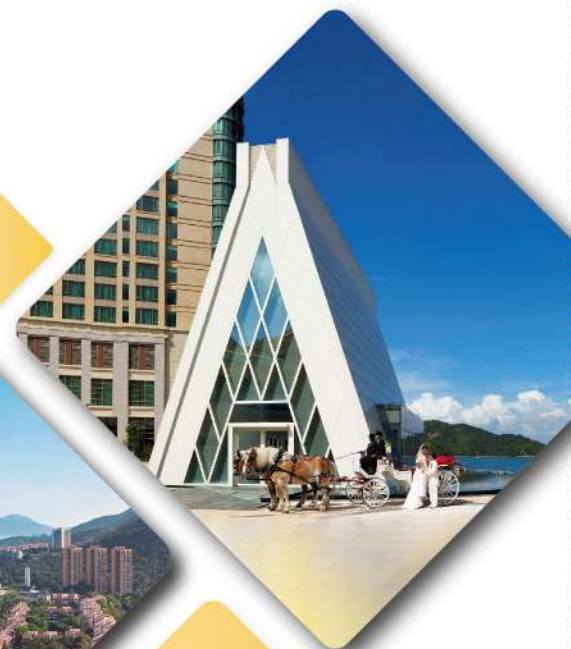


DISCOVERY
愉景灣 Bay



DISCOVERY BAY CITY RULES

愉景灣 城市規例



INTRODUCTION 引言

Hong Kong Resort Company Ltd. ("HKR"), is the developer of Discovery Bay. HKR's wholly-owned subsidiary, Discovery Bay Services Management Ltd. ("City Management") is the Manager under the Deed of Mutual Covenant ("DMC") in respect of Discovery Bay City.

The term City Management is used because the Manager is required to provide more than the usual estate management services, such as internal security and cleaning and maintenance of common areas. In Discovery Bay, City Management also has to operate and maintain the mains water supply, drainage and sewage systems, the road system, refuse collection, and cleaning and maintenance of the play areas etc. The Beach and its toilets, Piazza, Commercial Centres in both DB Plaza and DB North Plaza, bicycle lane along Discovery Bay Road, Central Park and hiking trails are operated and maintained by HKR and open for the use of the general public. These facilities and areas are not governed by the City Rules.

City Management derives its authority from the DMC. Section IV (paras.B1(33) and B2) of the DMC empowers City Management to make, revoke or amend Rules regulating the use and maintenance of the City and the conduct of persons occupying, using or visiting any part thereof from time to time.

The City Rules that are currently in force are published herewith for general information. "DB" stands for Discovery Bay throughout.

香港興業有限公司（「香港興業」）是愉景灣的發展商。根據愉景灣城市的大廈公契（「大廈公契」），其管理人是香港興業的全資附屬公司愉景灣服務管理有限公司（「城市管理處」）。

使用「城市管理處」這個名稱，是因為除了提供一般屋苑管理的服務，如內部保安和公眾地方的清潔及維修外，管理人還須提供其他的服務。在愉景灣內，城市管理處亦須營運和維持自來水供應、排水和排污系統、道路系統、廢物收集、遊樂區清潔和維修等。大白海灘以及海灘旁洗手間、愉景廣場、愉景廣場商場以及愉景北商場的商舖一帶、愉景大道旁的單車徑、中央公園以及行山徑，均由香港興業管理及維修，並開放予公眾使用。這些設施與區域不受城市規例約束。

城市管理處的權力來自大廈公契。該公契的IV章（B1（33）節和B2節）賦權城市管理處不時制定、撤銷或修訂規例，以規管城市的使用和維修，以及規管佔用、使用或探訪城市任何部份的人士之行為。

謹此於下文公告現行的城市規例。「DB」在全文中皆代表愉景灣。

Discovery Bay Services Management Ltd. 愉景灣服務管理有限公司

June 2020 2020年6月



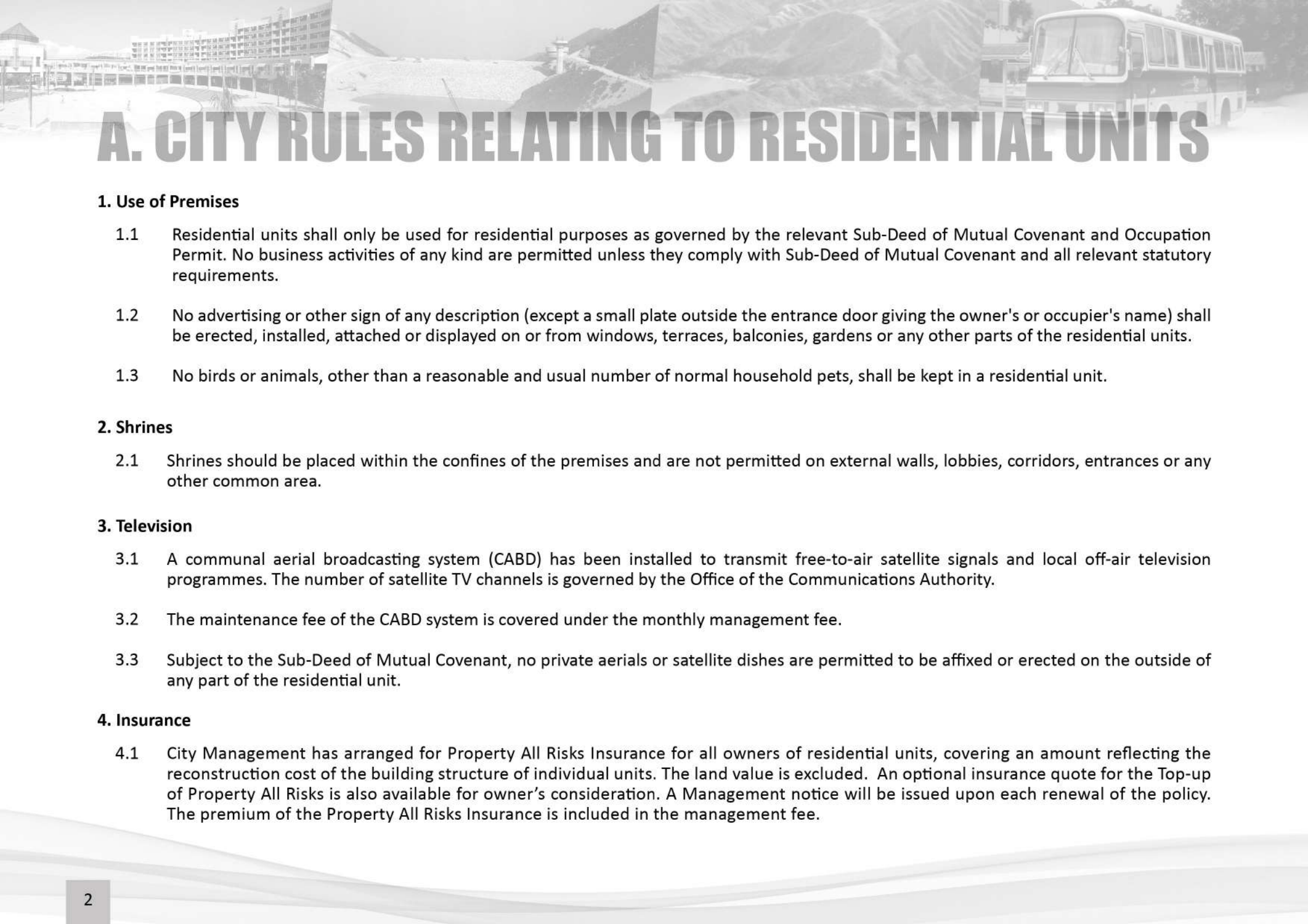
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A. CITY RULES RELATING TO RESIDENTIAL UNITS

1. Use of Premises

- 1.1 Residential units shall only be used for residential purposes as governed by the relevant Sub-Deed of Mutual Covenant and Occupation Permit. No business activities of any kind are permitted unless they comply with Sub-Deed of Mutual Covenant and all relevant statutory requirements.
- 1.2 No advertising or other sign of any description (except a small plate outside the entrance door giving the owner's or occupier's name) shall be erected, installed, attached or displayed on or from windows, terraces, balconies, gardens or any other parts of the residential units.
- 1.3 No birds or animals, other than a reasonable and usual number of normal household pets, shall be kept in a residential unit.

2. Shrines

- 2.1 Shrines should be placed within the confines of the premises and are not permitted on external walls, lobbies, corridors, entrances or any other common area.

3. Television

- 3.1 A communal aerial broadcasting system (CABD) has been installed to transmit free-to-air satellite signals and local off-air television programmes. The number of satellite TV channels is governed by the Office of the Communications Authority.
- 3.2 The maintenance fee of the CABD system is covered under the monthly management fee.
- 3.3 Subject to the Sub-Deed of Mutual Covenant, no private aerials or satellite dishes are permitted to be affixed or erected on the outside of any part of the residential unit.

4. Insurance

- 4.1 City Management has arranged for Property All Risks Insurance for all owners of residential units, covering an amount reflecting the reconstruction cost of the building structure of individual units. The land value is excluded. An optional insurance quote for the Top-up of Property All Risks is also available for owner's consideration. A Management notice will be issued upon each renewal of the policy. The premium of the Property All Risks Insurance is included in the management fee.



4.2 Any act which causes any part of the insurance policy to become void or which may lead to an increase in the premium is not permitted.

5. Cleaning and Refuse Disposal

5.1 City Management is responsible for the cleaning of common areas and the collection of household refuse and unwanted articles. Residents are requested to observe the following arrangements.

All refuse must be contained in designated plastic bags, sealed and placed:-

- in the case of high-rise blocks, in the rubbish bins (with lids) provided by City Management in the hopper rooms on each floor
- in the case of low-rise blocks, in the rubbish bins (with lids) provided by City Management in each block.
- in the case of garden houses, in the rubbish bins (with lids) provided by individual residents and placed outside each house or designated location at or before the time for collection.

5.2 Please refer to the management notice of your village regarding the time and frequency of household refuse collection. The cleaners will not collect household refuse that is not left at the proper locations at the appropriate times. Household refuse must not be placed in the communal litter bins located in common areas.

5.3 A collection point for unwanted household articles, such as old furniture and electrical appliances, has been designated in the refuse chamber at Nim Shue Wan. The collection point is open from 1:00 p.m. to 4:00 p.m. every day. Residents may ask the cleaning contractor to collect unwanted articles at a scale of charges to be approved from time to time by City Management. Dumping of unwanted articles in common areas or anywhere else in DB is strictly prohibited and offenders are liable to pay removal and administration charges.

5.4 City Management has introduced various recycling schemes at individual villages. Residents are requested to co-operate by separating items and placing them in the special bins provided for each category of waste as specified in separate management notices.

5.5 Several collection points for reusable clothes and toys have been designated in various villages. All donated items are collected regularly by a charitable organization nominated by City Management.

5.6 Collection points have been set up in Local Management Offices for defective fluorescent tubes, burnt-out light bulbs, used re-chargeable batteries and printer cartridges.



6. Security

- 6.1 Residents are strongly advised to take sensible precautions to ensure the security of their homes and belongings. Entrance doors to high-rise and medium-rise blocks should be closed after entering or leaving. Security guards are stationed in Local Management Offices and buildings (Telephone list is attached at Annex A) in all villages and carry radios when patrolling outside their offices. The Police will also respond to emergencies (dial 999).
- 6.2 When a typhoon warning is issued residents are responsible for taking all necessary steps to protect their property. These include securing windows, bringing all movable objects indoors and ensuring that all drains and surface channels are clear. DB Transportation Division will issue announcements about the suspension and resumption of the ferry and bus services during typhoons.
- 6.3 If a panic alarm device is provided by HKR to residential unit, it is monitored around the clock by the Discovery Bay Customer Service Centre. Residents are requested to contact City Management should any relocation be required. Assistance may be offered by security guards when the alarm is activated. In the event of an emergency, please dial 999 for the quickest response.

7. Air Conditioners

- 7.1 Air conditioners may only be installed in the apertures designed for them or such other location(s) approved by City Management and must be well supported and fixed by non-rusty and structurally safe frames. As per the Building (Minor Works) Regulation, if the installation of a supporting frame for the air-conditioner is at a height higher than 3 meters from the ground, projecting more than 600mm from the external wall, or if it has a weight over 100 kg it is required to be installed by a Prescribed Contractor and/or Prescribed Professional. A list of Prescribed Contractors and Prescribed Professionals is available on the website of Buildings Department. Window-fitted air conditioners must have drip-trays and drainage hoses installed. Owners/users of dripping or noisy air-conditioners are liable to prosecution by relevant Government Authorities.

8. Hanging of Clothes

- 8.1 Drying racks or retractable clotheslines or other similar installations, are provided in the residential units. Such items should not be moved or modified if it is installed in the service area or on the external wall. Under the Mandatory Building Inspection Scheme (the Scheme), each owner is responsible to engage a Registered Inspector to certify the safety of drying racks at an interval required by the Scheme. Residents may contact village staff for details.



9. Common Areas

- 9.1 No private property other than a floor mat or small articles approved by City Management may be left outside the residential units in common areas, with the exception of bicycles which are subject to Section D, para.2. City Management may remove and dispose of any private property which has been left improperly in common areas without warning and will not be liable for any loss or damage that may result. Bicycles may be disposed of or donated to charitable organisations nominated by City Management after removal.

10. Gardens

- 10.1 Turfing and planting of trees, shrubs and flowers in private gardens is encouraged. However, trees must not materially interfere with the access of light and air to adjacent units or adversely affect neighbouring properties or cause a nuisance in any way. Flowerpots and drains must not contain stagnant water where mosquitoes can breed.
- 10.2 Plants and trees in common areas are provided and maintained by City Management. No one may cut or remove plants or trees growing in common areas or on hillsides. No one may carry out planting in common areas without specific approval from City Management. Upon consultation of Village Owners' Committees, City Management may provide family farms in various locations for owner's gardening leisure subject to rules and regulations. Please contact village staff for details.
- 10.3 Children should not climb trees in common areas. This is dangerous and may damage the trees.
- 10.4 Residents shall at all times keep private gardens in a neat and good condition. No poultry shed in a private garden is permitted.

11. Noise

- 11.1 No loud music or noisy events/parties are permitted, particularly between 11:00 p.m. and 7:00 a.m. or at any time on a general holiday. Sections 4 and 5 of the Noise Control Ordinance makes it an offence carrying a fine of up to HK\$10,000 to make or cause any noise which is a source of annoyance to any person, during such hours as aforesaid or at any time in any domestic premises.

12. Dangerous Goods

- 12.1 The storage of hazardous or highly inflammable materials in quantities which would constitute an unacceptable fire-risk is forbidden.



13. Fire

- 13.1 In case of a fire, dial 999. If the fire is in your home and if circumstances allow, activate the panic alarm to alert the Discovery Bay Customer Service Centre and the nearest fire alarm to alert your neighbours.
- 13.2 Try to extinguish the fire yourself if it can be tackled with little risk. Do not use water to put out a fire involving electrical appliances or cooking oil.
- 13.3 If there is time, close all windows and doors and switch off the electricity supply at the mains before leaving. In high-rise buildings, use the stairs, not the lifts.

14. Gas

- 14.1 A centralized distribution system for the supply of liquefied petroleum gas to all residential units is installed in DB. Residents may contact the local servicing agent, if necessary.
- 14.2 In case of a gas leakage, please find a safe place and report the incident by calling 999. You may also call the servicing agent to request a gas technician to conduct a check, if you suspect that there might be a gas leak in your home. Gas installations and pipes within a residential unit should be inspected and maintained every 18 months to ensure that the gas pipes are in good condition. Please call the servicing agent for inspection.
- 14.3 According to the Gas Safety Ordinance, only a registered gas installer employed by a registered gas contractor can carry out gas installation, inspection and maintenance. A list of registered gas contractors is available on the website of the Electrical and Mechanical Services Department.

15. Maintenance

- 15.1 Owners are responsible for maintaining their properties in good repair and condition. Such responsibility extends to all water pipes, electrical wiring, letter box and any other fittings servicing their properties exclusively. Regular cleaning of the filters in the water taps and gas heaters is recommended, particularly following any temporary suspension of water supply.
- 15.2 City Management holds a set of building services drawings, and these are open to residents for inspection at a mutually convenient time. Owing to copyright, City Management cannot provide any copy of the drawings. The drawings are for reference only and City Management shall not be held liable for any damage or loss caused by subsequent actions taken based on the drawings. Building plans, structural and drainage drawings approved by the Buildings Department are also available for purchase from the Buildings Department.



16. Tips and Special Services

- 16.1 Residents must not ask City Management staff and its appointed service providers to perform private tasks or errands on their behalf. City Management staff are employed to serve all residents, without discrimination. They are not to receive tips or rewards of any kind. Under no circumstances should residents lend money to City Management staff.

17. Annual Budget and Account

- 17.1 In respect of each financial year, City Management shall display a copy of the draft budget with a notice on noticeboards inviting each owner to send in their comments on the draft budget.
- 17.2 Within 1 month after each consecutive period of 3 months, City Management shall display on noticeboards a copy of the income and expenditure account and balance sheet for owners' information.

18. Management Fee and Deposits

- 18.1 Owners and tenants are required to pay their management fees on the first day of each month. A monthly management statement will be sent to the mailbox of residential units unless a written request is made by the owner regarding other arrangements for delivery. For environmental purposes, electronic management statements are also available upon request. Any apparent error in the statement should be reported immediately to City Management. Any outstanding fees may result in additional charges, which are recoverable by civil action.
- 18.2 Owners and tenants can choose to pay management fees by cash, cheque, auto-pay, on-line banking or PPS services. A QR code is also imprinted on the management statement for payment at 7-Eleven convenience stores or Faster Payment Service. Cheques may be deposited in any City Management mailbox located outside the pier in Discovery Bay, at the entrance of Discovery Bay Office Centre, inside the Local Management Office of villages and at the main entrances of high-rise buildings. For cash payment, residents are required to come to the City Management Office located at Discovery Bay Office Centre during office hours.

(*Electronic management statements in Rules 18.1 & QR code in Rules 18.2 will be effective on Q3 in 2020, kindly note the updated information from City Management.)

- 18.3 Each owner shall deposit with City Management a sum equivalent to three months' management fees as security for due payment of management fees. Subject to Clause 18.4, Section A the deposit is transferable but not refundable.



- 18.4 If any outstanding management fees are noted at the time of change of ownership City Management has the right to deduct the deposit to cover the outstanding payment and demand the new owner to pay a new deposit equivalent to three months management fees. Potential purchasers are encouraged to ask their solicitors to check the account status before the transaction.
- 18.5 City Management has the right to request owners to pay the difference to maintain the management deposit, equivalent of three months' current management fees.

19. Change of Ownership

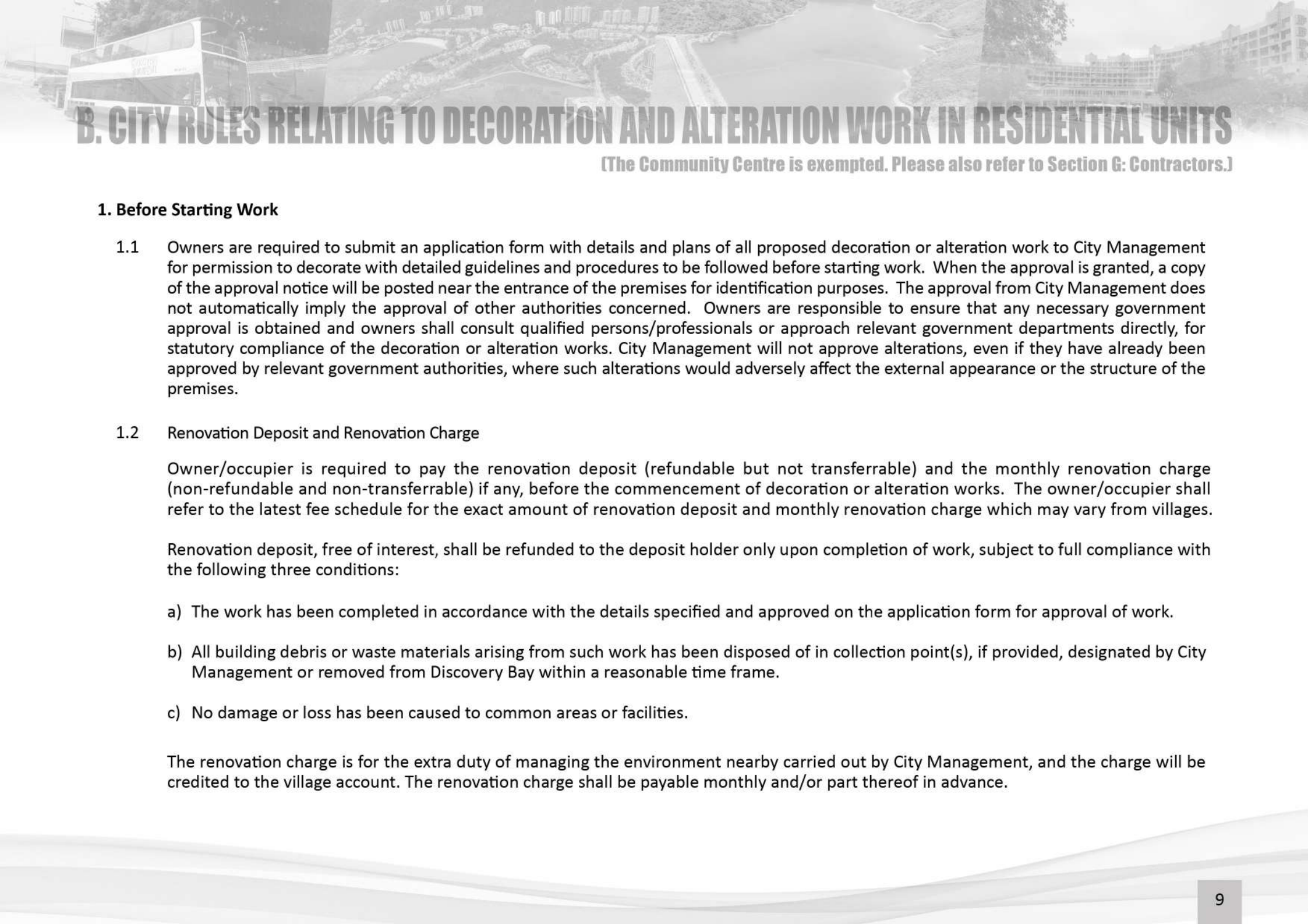
- 19.1 City Management must be notified of any change in ownership within one month from the date of assignment of residential units. Owners are also required to promptly transfer membership of the Discovery Bay Recreation Club to the purchaser upon sale of the residential unit and shall be obliged to transfer membership to the tenant upon signing of a lease in respect of the residential unit. Management fees will continue to be billed to the previous owner until full details of the new owner and date of change of ownership are provided.

20. Correspondence Address

- 20.1 Each owner shall notify City Management of the name and address in Hong Kong of the person authorized to accept service of process. Any owner not occupying or using their residential unit shall provide City Management with an address in Hong Kong for service of notices, failing which the address of the residential unit is deemed to be the address for service.

21. Personal Data Collection

- 21.1 City Management is required to collect personal data from time to time. The use of such personal data is subject to the policies of City Management on use and disclosure of personal data set out in Annex C: Notice Relating to Personal Data (Privacy) Ordinance.



B. CITY RULES RELATING TO DECORATION AND ALTERATION WORK IN RESIDENTIAL UNITS

(The Community Centre is exempted. Please also refer to Section G: Contractors.)

1. Before Starting Work

- 1.1 Owners are required to submit an application form with details and plans of all proposed decoration or alteration work to City Management for permission to decorate with detailed guidelines and procedures to be followed before starting work. When the approval is granted, a copy of the approval notice will be posted near the entrance of the premises for identification purposes. The approval from City Management does not automatically imply the approval of other authorities concerned. Owners are responsible to ensure that any necessary government approval is obtained and owners shall consult qualified persons/professionals or approach relevant government departments directly, for statutory compliance of the decoration or alteration works. City Management will not approve alterations, even if they have already been approved by relevant government authorities, where such alterations would adversely affect the external appearance or the structure of the premises.

1.2 Renovation Deposit and Renovation Charge

Owner/occupier is required to pay the renovation deposit (refundable but not transferrable) and the monthly renovation charge (non-refundable and non-transferrable) if any, before the commencement of decoration or alteration works. The owner/occupier shall refer to the latest fee schedule for the exact amount of renovation deposit and monthly renovation charge which may vary from villages.

Renovation deposit, free of interest, shall be refunded to the deposit holder only upon completion of work, subject to full compliance with the following three conditions:

- a) The work has been completed in accordance with the details specified and approved on the application form for approval of work.
- b) All building debris or waste materials arising from such work has been disposed of in collection point(s), if provided, designated by City Management or removed from Discovery Bay within a reasonable time frame.
- c) No damage or loss has been caused to common areas or facilities.

The renovation charge is for the extra duty of managing the environment nearby carried out by City Management, and the charge will be credited to the village account. The renovation charge shall be payable monthly and/or part thereof in advance.



- 1.3 Owners are responsible to ensure that all contractors, carrying out decoration or alteration works of residential units, provide detailed information of their workmen to City Management for registration. For security purposes, City Management staff and its representative may conduct inspections from time to time to verify the identity of the workmen in the residential units as per the registration information. City Management reserves the right to request any workmen who are not registered to leave the residential unit immediately.
- 1.4 City Management reserves the right, at its own discretion, to use the renovation deposit to remove unattended building debris or waste materials, subsequent cleaning of any affected common areas, and/or to repair any damage to common areas or facilities. Such action shall not preclude City Management from taking any further action as may be required to effect restitution or claim damages.
- 1.5 Owners must ensure that their contractors have secured all necessary insurance including, but not limited to, workman's compensation and third party liability.
- 1.6 In accordance with the current statutory requirement, all construction waste producer(s), such as contractors, or premises owner(s), who undertake or carry out decoration / fitting-out work prior to using government waste disposal facilities, need to open a billing account with Environmental Protection Department (EPD) and pay for the construction waste disposal charge as levied by EPD. Owners may engage a suitable contractor with valid billing account to make arrangement for the disposal of construction waste.

2. Conduct of Work

- 2.1 Work should only be carried out between 9:00 a.m. and 5:00 p.m. on Mondays to Saturdays. No work is permitted on Sundays or public holidays. On Saturdays it is prohibited to use power tools or percussion tools, or to carry out any work whatsoever that may create noise that would cause disturbance or annoyance to other persons. The owner/occupier shall refer to other specific requirements including, but not limited to, allowable working time for different villages which may vary from time to time.
- 2.2 For safety reasons, owners are strongly advised to employ only licensed electricians and plumbers. For work involving the liquefied petroleum gas supply system, owners must contact the gas supplier/servicing agent for safety guidelines and relevant requirements before starting work. No additions or alterations to wiring or plumbing in common facilities or the communal supply of water, electricity or gas are permitted.
- 2.3 The owner/occupier of the property is fully responsible for the conduct and behaviour of workers and contractors employed by them. During decoration or alteration work, the contractor is required to close the main door at all times and not to create dust and dirt in lift lobby corridors or common areas, including but not limited to footpaths, roads and gardens/slopes. City Management will arrange extra cleaning without further warning when the contractor ignores a request from City Management to clean up the affected common area. The additional cost incurred will be deducted from the renovation deposit.



- 2.4 All security grilles fitted to windows and metal gates fitted to entrance doors must be chosen from designs approved by City Management and must comply with the requirements of the Fire Services Department.
- 2.5 No modification to any communal drain or pipe is allowed without prior approval of City Management. Application to suspend in-house flushing water supply may be made to City Management at least 3 working days in advance with payment of administration charge.
- 2.6 No unsightly hoardings shall be erected. City Management reserves the right to improve any unsightly hoarding when the contractor fails to obey City Management's demand for improvement. The cost of improvement will be deducted from the renovation deposit.
- 2.7 No materials, machinery, structure or works of any kind may be left in common areas, including but not limited to footpaths, roads, and gardens/slopes. No scaffolding shall be erected beyond the boundary of the property without the approval of City Management.
- 2.8 City Management may order the removal of unauthorized structures and fittings or, failing such removal, may carry out the work itself and recover the cost from the owner.
- 2.9 City Management reserves the right to take immediate action to stop the contractor from proceeding or intending to proceed with any unauthorized building work. City Management is not responsible for any damage or loss that may be incurred. City Management may also lodge a complaint to the Government Authorities for action against any unauthorized building work.

3. Building Defects in New Residential Units

- 3.1 When new residential units are handed over, their owners are requested to check and report any building defects within a specified period. In normal circumstances, City Management will co-ordinate between the owner and the building contractor. If the contractor disputes liability, the architect will be asked to adjudicate. If redecoration and alterations have already taken place, the building contractor is unlikely to accept any responsibility for such defects.
- 3.2 City Management does not have the authority to force a contractor to rectify alleged building defects. However, City Management will endeavour to assist, in cases where complaints are justified.



4. Limitation Period for Refund of Renovation Deposit

- 4.1 Notwithstanding any reasons whatsoever, any renovation deposit which remains unclaimed for a period of three years from the date of decoration or alteration work approval will be transferred to the village account and no refund will be made to the original payers should a claim for a refund be made after the limitation period. Such transfer shall not be regarded as a payment to off-set the fee incurred for removal of building debris or waste materials and subsequent cleaning of any affected common areas and/or to repair any damage to common areas or facilities or the management fee.

5. Penalty Points System

- 5.1 A penalty points system will be allocated against defaulting contractors committing the following offences in DB repeatedly according to the following scale:

- Failure to follow City Management's instruction	5 points
- Failure to remove construction debris in common areas and/or clean up the affected common area after receipt of demand of City Management	5 points
- Causing damage to common areas recklessly	5 points
- Carrying out decoration work beyond allowable working hours or carrying out noisy decoration work on Saturdays	5 points
- Repeatedly occupying all lifts at the same time without the approval of City Management	5 points
- Misbehavior (e.g. Shirtless in common area, smoking in prohibited areas)	5 points
- Storage of goods/obstruction in the common area	5 points
- Uncooperative in allowing City Management staff and its representative to enter the unit for inspection unilaterally and showing no intention to seek the consent of the owner	5 points
- Commencing decoration or alteration work without obtaining the approval of City Management	5 points
- Carrying out unapproved decoration work or unauthorized building works intentionally	5 points

- 5.2 City Management, following detection of the offence, will allocate points in respect of the above offence. Subject contractors will be notified in writing of each allocation of points and the total accumulated points. Points will be cancelled 6 months after allocation. Once 15 points have been reached (excluding any points cancelled after 6 months), the defaulting contractor will not be allowed to carry out decoration or alteration works of residential units in DB for the next 6 months. Owners are encouraged to check with City Management before engaging a contractor.



C. CITY RULES RELATING TO DOGS

1. Licensing

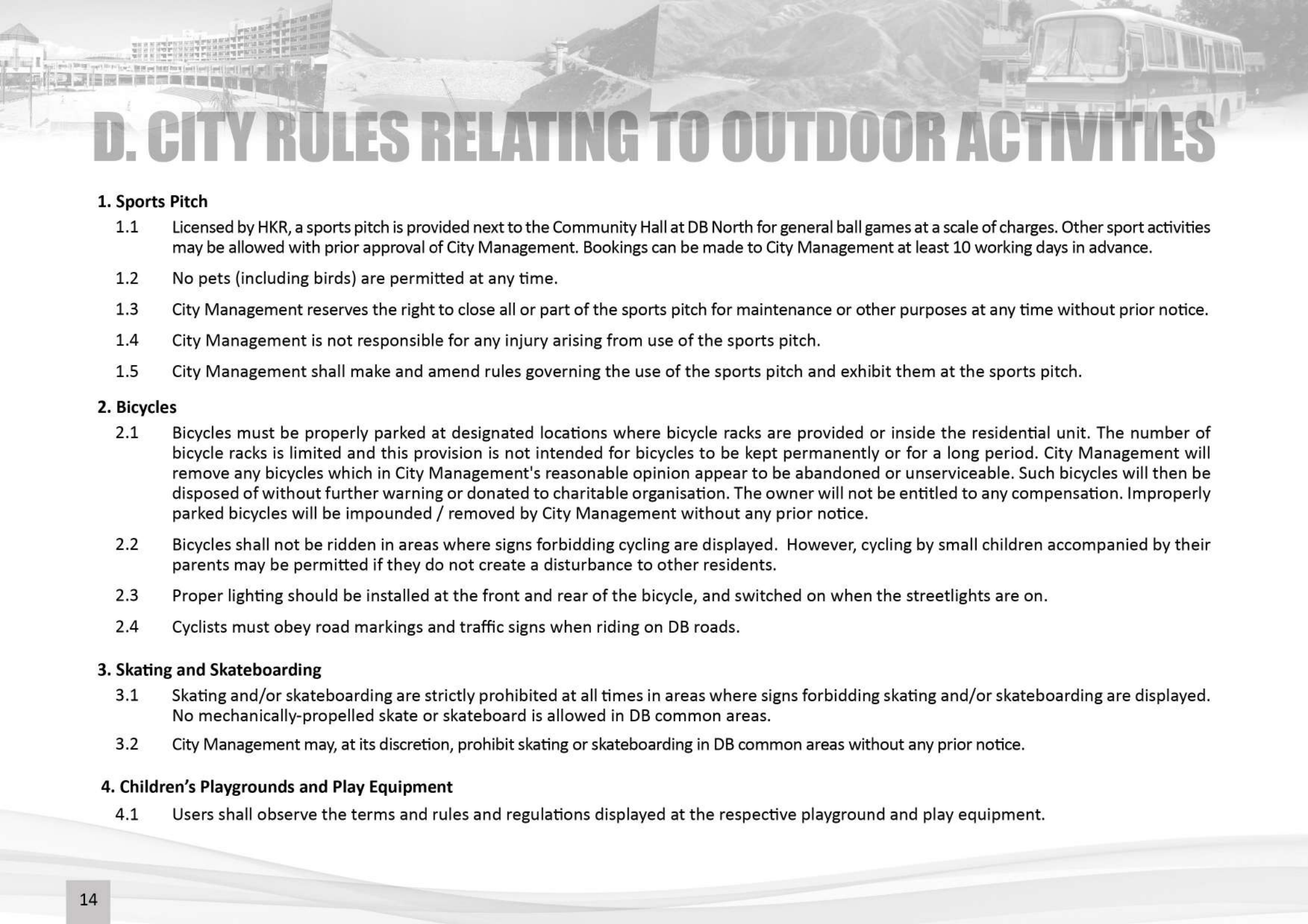
- 1.1 All dogs over the age of five months must be licensed and vaccinated against rabies and micro-chipped at authorized veterinary clinics, Government kennels or inoculation centres. A fee will be charged for the license, which is valid for 3 years. Before the current licence expires, the dog must be revaccinated and licensed again.
- 1.2 Dog owners must advise the Agriculture, Fisheries and Conservation Department regarding any cessation of dog ownership or change of the keeper's address as soon as reasonably practicable and in any case not later than 5 days after that cessation or that change. Any person who contravenes the above commits an offence and is liable to a fine of HK\$5,000 under the Rabies Regulations.

2. Control

- 2.1 Under the Sub-Deed of Mutual Covenant, only a reasonable and usual number of household pets may be kept in a residential unit. City Management is authorized to remove any animal causing nuisance and may institute legal proceedings against owners.
- 2.2 The keeper of any dog that bites or causes injuries to a person or other dogs/animals is required to promptly report the incident to the police and securely isolate the dog from contact with other people or animals.
- 2.3 Dogs must be kept under strict control at all times in public and residential areas. They must not be left unaccompanied in public areas. No dogs are permitted at any time anywhere within school sites, children's play areas and play equipment.
- 2.4 Dog owners are responsible for cleaning public walkways and common areas fouled by their dogs and other pets. Any person who allows their dog to foul any street or public place will be liable to a fine of \$1,500 under the Fixed Penalty (Public Cleanliness Offences) Ordinance.
- 2.5 Uncontrolled dog barking creates a nuisance to the public and in such circumstances City Management may institute legal proceedings against dog owners, if necessary, to abate such nuisance.

3. Abandonment/Stray Dogs

- 3.1 It is an offence for dog owners to abandon a dog without reasonable excuse. Where the owner fails to claim a stray dog detained at a place specified by the Director of Agriculture, Fisheries and Conservation Department within 4 days, the owner will be deemed to have abandoned the dog.
- 3.2 Owners/Residents are advised to stay away from and not to approach stray dogs. Please call Discovery Bay Customer Service Centre specifying when and where stray dogs have been seen.
- 3.3 Owners leaving DB permanently must take their dog(s) with them or find a new home for their dog(s).



D. CITY RULES RELATING TO OUTDOOR ACTIVITIES

1. Sports Pitch

- 1.1 Licensed by HKR, a sports pitch is provided next to the Community Hall at DB North for general ball games at a scale of charges. Other sport activities may be allowed with prior approval of City Management. Bookings can be made to City Management at least 10 working days in advance.
- 1.2 No pets (including birds) are permitted at any time.
- 1.3 City Management reserves the right to close all or part of the sports pitch for maintenance or other purposes at any time without prior notice.
- 1.4 City Management is not responsible for any injury arising from use of the sports pitch.
- 1.5 City Management shall make and amend rules governing the use of the sports pitch and exhibit them at the sports pitch.

2. Bicycles

- 2.1 Bicycles must be properly parked at designated locations where bicycle racks are provided or inside the residential unit. The number of bicycle racks is limited and this provision is not intended for bicycles to be kept permanently or for a long period. City Management will remove any bicycles which in City Management's reasonable opinion appear to be abandoned or unserviceable. Such bicycles will then be disposed of without further warning or donated to charitable organisation. The owner will not be entitled to any compensation. Improperly parked bicycles will be impounded / removed by City Management without any prior notice.
- 2.2 Bicycles shall not be ridden in areas where signs forbidding cycling are displayed. However, cycling by small children accompanied by their parents may be permitted if they do not create a disturbance to other residents.
- 2.3 Proper lighting should be installed at the front and rear of the bicycle, and switched on when the streetlights are on.
- 2.4 Cyclists must obey road markings and traffic signs when riding on DB roads.

3. Skating and Skateboarding

- 3.1 Skating and/or skateboarding are strictly prohibited at all times in areas where signs forbidding skating and/or skateboarding are displayed. No mechanically-propelled skate or skateboard is allowed in DB common areas.
- 3.2 City Management may, at its discretion, prohibit skating or skateboarding in DB common areas without any prior notice.

4. Children's Playgrounds and Play Equipment

- 4.1 Users shall observe the terms and rules and regulations displayed at the respective playground and play equipment.



- 4.2 No pets (including birds) are permitted at any times.
- 4.3 City Management reserves the right to close all or part of the children's playground and play equipment for maintenance or other purposes, at any time without prior notice.
- 4.4 City Management is not responsible for any injury arising from use of the children's playground and play equipment.

5. Barbecues and Lighting of Fires in Residential Building

- 5.1 Barbecues are only permitted in private gardens and terraces provided there is no smoke pollution and annoyance to those living nearby.
- 5.2 Apart from barbecues conducted in accordance with para.5.1 above, no fires are permitted within DB unless written prior approval is obtained from City Management after consultation with respective Village Owners' Committees (if any).

6. Camping

- 6.1 Camping is not permitted in any part of the common areas unless written prior approval is obtained from City Management or respective property owners.

7. Fishing

- 7.1 For your safety, fishing is not allowed from the ferry pier, from the beach, from any seawall or within the reservoir unless prior approval is obtained from City Management or respective property owners.

8. Kites and Remote-controlled Model Aeroplanes/Drones

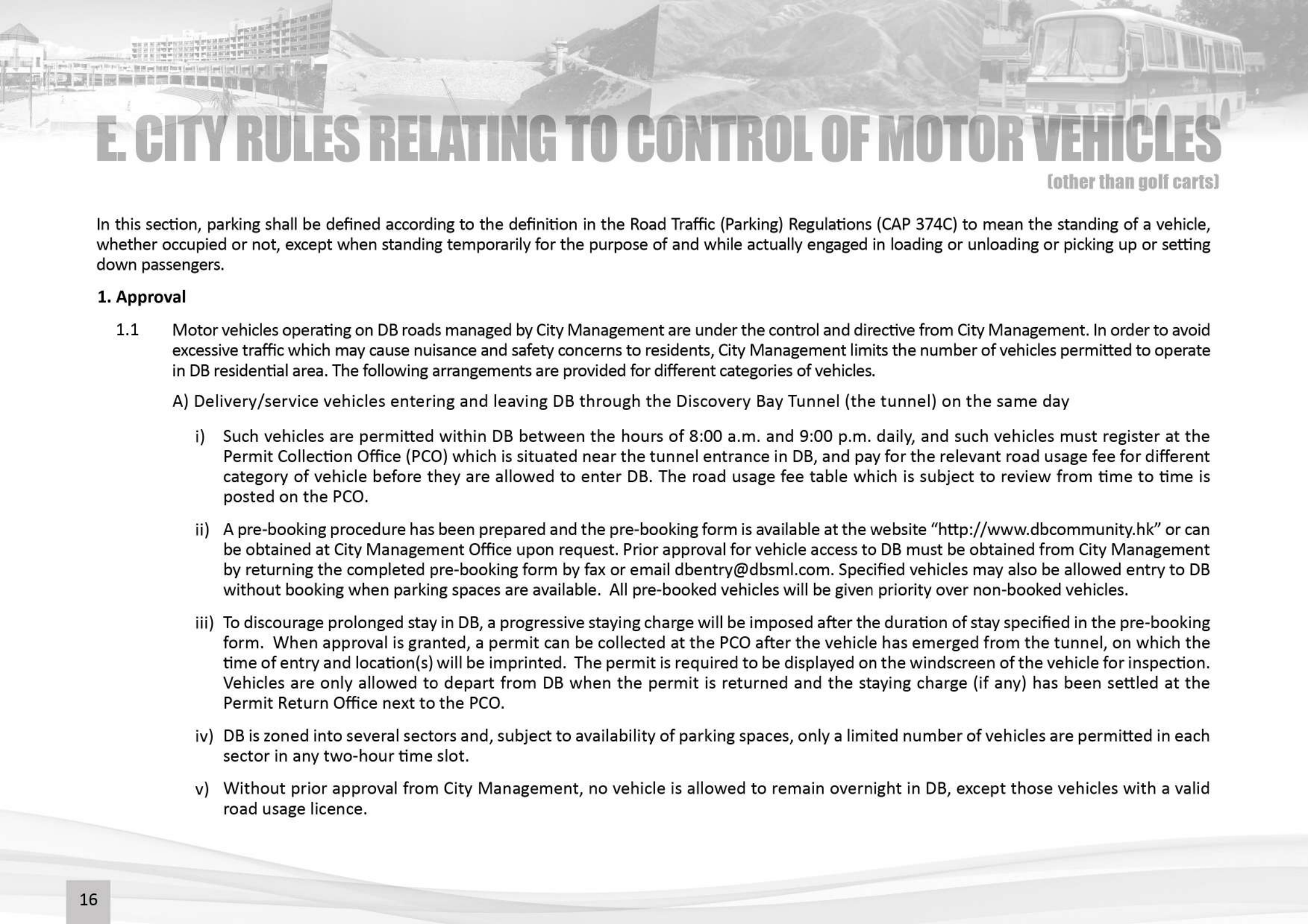
- 8.1 Kites and remote-controlled model aeroplanes/drones may not be flown in common areas unless approved by City Management/respective property owners.

9. Waterworks Installations

- 9.1 All waterworks installations, including the dam, reservoir, service reservoir plant, stilling basin and nullah at downstream are restricted areas to which the public has no right of admittance.

10. Birds and Poultry

- 10.1 To minimize the chance of getting an infection from birds, residents are strongly advised to avoid personal contact with wild birds and live poultry. Residents are also requested not to feed them and should clean hands thoroughly after contact with poultry or birds. Residents should call the Discovery Bay Customer Service Centre if a dead bird is found.



E. CITY RULES RELATING TO CONTROL OF MOTOR VEHICLES

(other than golf carts)

In this section, parking shall be defined according to the definition in the Road Traffic (Parking) Regulations (CAP 374C) to mean the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading or picking up or setting down passengers.

1. Approval

1.1 Motor vehicles operating on DB roads managed by City Management are under the control and directive from City Management. In order to avoid excessive traffic which may cause nuisance and safety concerns to residents, City Management limits the number of vehicles permitted to operate in DB residential area. The following arrangements are provided for different categories of vehicles.

A) Delivery/service vehicles entering and leaving DB through the Discovery Bay Tunnel (the tunnel) on the same day

- i) Such vehicles are permitted within DB between the hours of 8:00 a.m. and 9:00 p.m. daily, and such vehicles must register at the Permit Collection Office (PCO) which is situated near the tunnel entrance in DB, and pay for the relevant road usage fee for different category of vehicle before they are allowed to enter DB. The road usage fee table which is subject to review from time to time is posted on the PCO.
- ii) A pre-booking procedure has been prepared and the pre-booking form is available at the website "<http://www.dbcommunity.hk>" or can be obtained at City Management Office upon request. Prior approval for vehicle access to DB must be obtained from City Management by returning the completed pre-booking form by fax or email dbentry@dbsml.com. Specified vehicles may also be allowed entry to DB without booking when parking spaces are available. All pre-booked vehicles will be given priority over non-booked vehicles.
- iii) To discourage prolonged stay in DB, a progressive staying charge will be imposed after the duration of stay specified in the pre-booking form. When approval is granted, a permit can be collected at the PCO after the vehicle has emerged from the tunnel, on which the time of entry and location(s) will be imprinted. The permit is required to be displayed on the windscreen of the vehicle for inspection. Vehicles are only allowed to depart from DB when the permit is returned and the staying charge (if any) has been settled at the Permit Return Office next to the PCO.
- iv) DB is zoned into several sectors and, subject to availability of parking spaces, only a limited number of vehicles are permitted in each sector in any two-hour time slot.
- v) Without prior approval from City Management, no vehicle is allowed to remain overnight in DB, except those vehicles with a valid road usage licence.



- vi) The speed of vehicles on roads within DB may be monitored by speed monitoring devices. If, on two occasions within any period of three months or three occasions within any period of twelve months, any external vehicle is found to be travelling at a speed of 70 km/hr or more on Discovery Bay Road, Discovery Valley Road or any other road with a posted speed limit of 50 km/hr, or at a speed of 45 km/hr or more on roads with a posted speed limit of 30 km/hr, or at a speed of 30 km/hr or more on roads with a posted speed limited of 20 km/hr or any combination thereof, the subject vehicle and all other vehicles belonging to the same company will be prohibited from entering DB for a period of twelve months.
- vii) Notwithstanding para. vi, a penalty points system is in effect for driving and parking offences within Discovery Bay. Please refer to the table at para. B)(vi)(b) to (e) below. Note penalty points for speeding in (b) are not applicable to external vehicles. Once 20 points have been accumulated (excluding any points cancelled after 12 months), the vehicle will be prohibited from entering Discovery Bay for a period of 12 months.
- viii) School buses are required to have valid prohibited zone permit granted by the Transport Department when carrying DB students to DB upon payment of road usage fee.

B) Licensed vehicles operating in DB

An application must be made to City Management in writing supported by :-

- i) - registration document issued by Transport Department
- valid licence issued by Transport Department
- valid certificate of Third Party Insurance
- full description i.e. make, type etc. of the vehicle
- purpose(s) for operating vehicle in DB

Prescribed registration fees are payable to City Management for all vehicles operating in DB except for vehicles operating solely within construction sites, Nim Shue Wan Service Area, the Golf Club, the Lantau Yacht Club, DB North Plaza and the tunnel area, vehicles owned by HKR and its subsidiaries, and vehicles entering and leaving DB the same day via the tunnel and/or sea transportation.

- ii) All vehicles which are required to pay the registration fees are also required to obtain a road usage licence from City Management and pay the prescribed fees. The road usage licence shall not be transferred without the written permission of City Management and payment of the prescribed fee.



- iii) In addition to the licence plate required under the Road Traffic legislation, all vehicles operating in DB (apart from Hong Kong government vehicles and vehicles entering and leaving DB the same day via the tunnel and/or sea transportation) must carry a proper licence plate bearing a number allocated by City Management. For easy identification, vehicles must also be clearly marked with the company's name and/or logo.
- iv) Road usage licences issued to contractors working in DB or commercial tenants will be revoked upon completion of a contract or termination of a commercial lease. A road usage licence may also be revoked under para. vi below or in the event of persistent or serious breach of these Rules.
- v) Vehicles must be removed from DB immediately following the revocation of the road usage licence, the completion of a contract or the termination of a commercial lease, as the case may be.
- vi) Penalty points will be allocated against vehicles committing the following offences in DB according to the following scale :-
 - a) Offences committed in DB by driver of vehicle :-
 - Careless driving convicted in Court 10
 - Driving offences leading to suspension of driving licence 20
 - b) Offences against City Rules
 - Speeding 10
 - Failure to follow traffic signs and road markings (other than speed limit sign) 10
 - Use of vehicle for unapproved dumping anywhere in DB 6
 - Construction vehicles operating outside construction sites, without permission from City Management 6
 - Contractors' vehicles parking outside construction sites, without permission from City Management 5
 - Parking on any footpath, road, or passageway in an area not designated as a vehicle parking area by City Management, or parking in any location so as to cause an obstruction to pedestrians or other road users 5
 - Mounting on any footpath, or other common areas without prior consent of City Management 5
 - Not following instructions of duly-authorized City Management staff 5
 - Emitting excessive exhaust smoke 4
 - Spreading mud or dirt on road 4
 - Spilling or dumping load on road 4



- c) In respect of (a) above, City Management will allocate points following detection of the offence. In respect of (b) above, City Management will summarily allocate points but will be prepared to review allocations if there are special circumstances. Subject vehicle owners will be notified in writing of each allocation of points and of the total accumulated in respect of the vehicle concerned. Points will be cancelled 12 months after allocation.
- d) Once 20 points have been accumulated (excluding any points cancelled after 12 months) in respect of any vehicle, its road usage licence will be revoked under para. (iv) and the vehicle must be removed immediately from DB under para. (v). The road usage licence fee will not be refunded.
- e) Following revocation, no fresh application in respect of the vehicle (or in respect of a replacement vehicle) will be entertained for a period of 12 months from the date of revocation. If a vehicle the road usage licence of which has been revoked is thereafter used at all in DB (except for being driven out of DB) no fresh application will be entertained for two years from the date of revocation following the unauthorized use.

C) Vehicles entering DB via sea transportation

- i) Except with the prior approval from City Management, vehicles entering DB via sea transportation must depart on the same day.
- ii) Applicant should email or fax the duly completed application form to HKR at least three working days prior to the berthing date. Full payment must be deposited in HKR's designated Account at least one working day before the berthing date. No refund will be made for any cancellation of booking.
- iii) HKR will normally accept the berthing from 9:00 a.m. to 6:00 p.m. from Mondays to Saturdays, berthing is not allowed on Sundays & Public Holidays.
- iv) Vehicles are required to pay relevant road usage fee when operating on DB roads.

D) Taxi

- i) Urban and Lantau taxis are permitted to enter into the authorized area in Discovery Bay. Respective taxi waiting stands are provided in DB North Plaza.

2. Maintenance

- 2.1 Vehicles must be maintained in safe and roadworthy condition at all times and must not emit excessive exhaust smoke. In addition to any inspections required by Transport Department, City Management may at its discretion require an inspection to be carried out in Discovery Bay at the prescribed fee.



3. Parking

- 3.1 Licensed construction vehicles must park inside construction sites unless delivering goods or unless permission to park elsewhere is given by City Management. Other vehicles must be kept in parking spaces allocated by City Management in consultation with respective Village Owners' Committees (if any).
- 3.2 Under the Road Traffic (Parking on Private Roads) Regulations, City Management has the power to impound, remove and detain vehicles that are improperly parked and to charge fees for impounding, removing and storing such vehicles. These powers are additional to those conferred upon City Management under the DMC.
- 3.3 City Management reserves the right to close the parking space(s) for maintenance or other purposes at any time without prior notice.
- 3.4 No repair, cleaning or washing of vehicles is permitted in the parking area.

4. Driving Conduct

- 4.1 All vehicles are subject to the Road Traffic legislation and must be covered by Third Party Insurance. Drivers must carry a valid Hong Kong driving licence for the type of vehicle being driven and obey all road signs and markings. Drivers must follow the instructions of duly-authorized City Management staff. Any offending act may result in revocation of the road usage licence in accordance with para.1B or prohibition from operating in DB.

5. Charges

- 5.1 Charges may be imposed at the discretion of City Management for vehicles with dirty wheels, or which spill loads or spread mud or dirt on roads, vehicles driven or parked outside areas permitted by City Management and for vehicles failing to follow the instructions of duty-authorised City Management staff.

6. Restrictions

- 6.1 No tracked vehicle may operate on any DB road.
- 6.2 Any vehicle, except buses, exceeding a length of 10 metres or with a capacity for bearing a load exceeding 24 tonnes, will only be permitted to drive on Discovery Bay Road following the escort service provided by City Management and for a charge, and the only parking area available for such a vehicle is confined to Nim Shue Wan service area. Entry into any other area is strictly prohibited.
- 6.3 Generally speaking, no vehicle with a weight exceeding 20 tonnes is permitted to drive on Discovery Valley Road and village roads. Application to relax such weight requirement may be made to City Management with justifications and City Management may approve if the application is justified.
- 6.4 Construction vehicles are normally restricted to Discovery Bay Road and Discovery Valley Road between 9:00 a.m. and 6:00 p.m. on Mondays to Saturdays, Public Holidays excluded. If there is a need to operate such vehicles outside these hours or on other roads at DB, prior permission must be obtained from City Management.



F. CITY RULES RELATING TO GOLF CARTS

In this section, parking shall be defined according to the definition in the Road Traffic (Parking) Regulations (CAP 374C) to mean the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading or picking up or setting down passengers.

1. Overall Control

- 1.1 The number of golf carts permitted at DB is subject to control:
 - a) By Transport Department under the Road Traffic (Village Vehicles) Regulations which limit the number of permits for golf carts that may be operated in DB.
 - b) By City Management under the DMC.

2. Restrictions on Ownership

- 2.1 Private ownership of golf carts in DB is restricted to owners of DB residential units. Only one golf cart may be registered against each residential unit. No golf cart may be registered against units in any Villages where no parking spaces are available within the Village.
- 2.2 Approval of City Management for the use of a golf cart will depend upon:
 - a) The golf cart being within the above number permitted.
 - b) Garage/internal parking area/external parking space being available in the Village concerned.
- 2.3 All golf carts intended for use within DB are purchased by HKR and sold to individual owners together with warranties provided by the manufacturer or supplier.

3. Application to Purchase Golf Carts for Replacement

- 3.1 Application to be made in writing to HKR.
- 3.2 Applications for a new golf cart to replace the one that is worn out, applicants are required to sign an undertaking to dispose his / her existing golf cart outside DB before taking delivery of the new one.

4. Licences and Permits

- 4.1 All golf carts operating on DB roads managed by City Management must have both:



- a) a road usage licence issued by City Management; and
- b) a Village Vehicle Permit (VVP) issued by the Commissioner for Transport under the Road Traffic (Village Vehicle) Regulations. The Commissioner requires a referral letter from City Management before issuing or renewing a VVP. A copy of the renewed Village Vehicle Permit should be sent to City Management for record.
- c) Fees are payable to City Management for (a) above and to Transport Department for (b) above.

- 4.2 All golf carts must carry a licence plate bearing a number allocated by City Management.
- 4.3 All drivers and passengers are lawfully required to fasten seat belts (if provided) when the golf cart is operating on DB roads.
- 4.4 All golf carts must have front and rear lights and indicators in good working order and an adequate braking system. The general body of the golf cart should be free from damage or missing pieces.
- 4.5 Drivers must carry Class 1 or 2 Hong Kong driving licences and obey all road signs and markings and the golf cart must be covered by Third Party Insurance.
- 4.6 Prior to an application for renewal of VVP, owners will arrange a vehicle inspection from the Registered Vehicle Mechanic. As requested by the Transport Department, the date of inspection should be within two (2) months of the intended commencement date of the VVP.
- 4.7 Upon detection of the following offence, City Management will notify the owner in writing of the offence. Once three (3) written warnings have been accumulated within twelve (12) months against any golf cart, its road usage licence will be automatically suspended for three (3) months. The subject golf cart will not be permitted to run on DB roads until the expiry of the suspension. If the warnings are accumulated to five (5) times within twelve (12) months, the road usage licence will be suspended for six (6) months. The road usage licence fee during the suspension will not be refunded.
 - a) Offences committed in DB by driver of vehicle:-
 - Careless driving convicted in Court.
 - Driving offences leading to suspension of driving licence
 - b) Offences against City Rules:-
 - Failure to follow traffic signs and road markings
 - Parking anywhere in DB so as to cause an obstruction to other road users and pedestrians
 - Failure to follow instructions of duly-authorized City Management staff
 - Carrying load larger than the permitted size under the Road Traffic (Village Vehicles) Regulations
 - Exceeding the maximum capacity of number of passengers



- 4.8 Notwithstanding para. 4.7, City Management reserves the right to revoke or decline to renew a road usage licence or refuse to issue a referral letter to the Transport Department if the golf cart is found to have been involved in repeated commissions of the above offence.
- 4.9 Owners are responsible for ensuring that all necessary licences and permits are obtained. No reminder will be issued prior to expiry.
- 4.10 The colour of golf carts may not be changed without the approval of City Management.

5. Parking

- 5.1 Within villages, golf carts must be parked in spaces designated by City Management in consultation with the respective Village Owners' Committees (if any).
- 5.2 Parking arrangements for golf carts in the vicinity of DB Plaza/DB North Plaza are as follows :
 - a) Space is limited and long-term parking is not available. Commuters are requested to use alternative means of transportation rather than to leave their golf carts for long periods of time at DB Plaza or DB North Plaza.
 - b) To facilitate shopping activities, short-stay parking spaces opposite to the Discovery Bay Recreation Club (DBRC) golf cart parking is provided for parking of not more than two (2) hours. A pay golf cart parking facility is also available in the parking lot near the inclined lift of DB North Plaza.
 - c) A pay golf cart parking facility is available for DBRC members inside the DBRC.
 - d) A golf cart parking area opposite to No. 2 Seahorse Lane, Beach Village is provided for parking of not more than 24 hours.
 - e) A golf cart parking area, managed by HKR's subsidiary, next to Pump House situated at the triangular area between the tennis court of DBRC and No. 2-4. Seahorse Lane, Beach Village is provided for parking.
- 5.3 Conduct of Parking in Common Areas managed by City Management
 - a) Golf carts, including parking within delineated spaces, are parked at their owners' risk. Neither HKR nor City Management is liable for any loss, damage or injury arising out of such parking.
 - b) Any golf cart improperly parked within a delineated space or parked for a period exceeding the maximum permitted in the location concerned is subject to either a wheel-clamp or removal by City Management/HKR without warning.

- 
- c) The owner/operator of a golf cart that has been wheel-clamped by City Management may contact City Management's security office, either in person or through a properly authorized representative, to obtain its release upon payment of the prescribed fees. The security personnel is not empowered to release any golf cart after impoundment unless payment of the relevant prescribed fees have been settled. In case of any dispute outside of office hours, the owner/operator will be required to sign an undertaking for payment before its release. City Management staff will follow up the case with the relevant owner/operator on the next working day.
 - d) An owner/operator who finds that his/her golf cart has been removed may contact the City Management's security office to check whether it has been removed by City Management. If so, the owner or his / her properly authorized representative must contact the City Management Office during normal office hours and pay the prescribed fees in order to reclaim the golf cart.
 - e) The Road Traffic (Parking on Private Roads) Regulations and para. B6 (h) of Section IV of the DMC empower City Management to charge fees for impounding, removing or storing vehicles as the case may be.
 - f) No repair, cleaning or washing of golf carts is permitted in the parking area.
 - g) To prevent the golf cart from being driven by unauthorized persons, owners are encouraged to fit a steering wheel lock on the golf carts.

6. Road Discipline

6.1 As regards road discipline :

- a) Owners/drivers of golf carts must comply with the conditions of their road usage licence and Village Vehicle Permit at all times and must observe all applicable road traffic regulations, road markings and signs.
- b) No golf cart may be parked along Discovery Bay Road or Discovery Valley Road. In the event of breakdown, the golf cart must be removed as soon as practicable. The owner/driver shall inform City Management's security office of the breakdown.
- c) Owners/drivers of golf carts must drive on the left-hand side of the road when operating the golf carts on Discovery Bay roads.

7. Transfer of Road Usage Licences

- 7.1 Road usage licences for golf carts shall not be transferred without the written approval of City Management and payment of the prescribed fee. The transferee must be a property owner in DB who does not already own a golf cart and adequate parking must be available in the Village in which the residential unit associated with the golf cart being transferred is owned by the transferee. At the time of transfer, a copy of the current Village Vehicle Permit must be submitted.



G. CITY RULES RELATING TO CONTRACTORS

1. General

- 1.1 Contractors are subject to all City Rules currently applicable and prevailing at the time.
- 1.2 Contractors are responsible for ensuring their own staff and all their sub-contractors comply with City Rules.
- 1.3 Dumping of debris, earth and rubbish is not permitted anywhere in DB, except in designated collection point(s) provided by City Management or with the written approval of HKR. In the event of unauthorized dumping, the contractor concerned will be liable for a charge in respect of each offence. In addition, if the offending contractor fails to clear the dumped waste after a warning, City Management may carry out the removal and recover the cost plus an administrative fee from the contractor.
- 1.4 Site areas must be kept clean, tidy and hygienic at all times and free from vermin and pests. Contractors are responsible for arranging collection of garbage and other refuse from site areas. There must be no discharge or spillage into other areas, including storm-water drains or sewers, or into the sea. No burning of rubbish or debris is permitted without permission from City Management.
- 1.5 No dogs or other animals are allowed to be kept by contractors without written permission from City Management.
- 1.6 No contractors are allowed to inspect the common facilities, or carry out any work in common areas without the approval by City Management.
- 1.7 Contractors are fully responsible for controlling access to site areas and for the security of all their properties therein.
- 1.8 City Management staff shall have the right to enter the contractors' site areas to ensure due observance of paras.1.4 and 1.5 above, or in the event of any damage caused by contractors to utilities or services.
- 1.9 In the event of any damage caused by contractors to utilities or services, City Management has the right to carry out any emergency repairs or temporary reinstatement and to recover the cost from the contractor. City Management may also recover from the contractor any consequential losses suffered by City Management and/or other affected parties.
- 1.10 Contractors should comply with all relevant Hong Kong legislation, in particular sections 6-9 of the Noise Control Ordinance (Cap. 400) relating to noise from construction sites.

2. Liability

- 2.1 Neither HKR nor City Management shall accept any liability for any damage, injury or loss suffered by any contractor or any of his agents or employees in the site areas or any other part of DB.
- 2.2 Contractors must insure against all risks as required by relevant Hong Kong legislation and/or their contracts and must indemnify HKR and City Management against any claim that may arise therefrom.

ANNEX A: LIST OF USEFUL TELEPHONE NUMBERS

1. City Management

City Management Office	☎ 2238-3601
Customer Service Centre	☎ 3651-2345
City Management's Security Office	☎ 2987-9816
Accounts Department	☎ 2987-0636

Local Management Office:

Parkridge and Parkland Drive	☎ 2987-7806
Headland Drive	☎ 2987-6782
Seabee Lane, Headland	☎ 2987-8306
Beach	☎ 2987-6836
Midvale	☎ 2987-5559
Parkvale	☎ 2987-5711
Hillgrove	☎ 2987-5363
Peninsula – Jovial, Haven & Verdant Court	☎ 2987-6002
Cherish & Blossom Court	☎ 2987-0669
Twilight Court, Lower Caperidge Drive	☎ 2987-0465
Caperidge Drive & Crestmont Villa	☎ 2987-6137
Coastline Villa (Discovery Bay Road)	☎ 2987-0546
Greenvale Block 1 – 3	☎ 2987-9018
Block 4 – 6	☎ 2987-5296
Block 7 – 9	☎ 2987-4569
DB Plaza	☎ 2987-6431
La Vista	☎ 2987-9631
La Costa	☎ 2987-0833

Bijou Hamlet	☎ 2987-4335
La Serene	☎ 2987-2833
Neo Horizon	☎ 2987-7050
Siena One	☎ 2259-3055
Siena Two	☎ 2259-3170
Chianti Services Centre	☎ 2987-9801
Chianti Block 1 (The Pavilion)	☎ 2987-9361
Block 2 (The Barion)	☎ 2987-9362
Block 3 (The Hemex)	☎ 2987-9327
Block 5 (The Lustre)	☎ 2987-9315
Block 6 (The Premier)	☎ 2987-9316
Amalfi/Poggibonsi Customer Service Centre	☎ 2651-8337
Amalfi Block 1	☎ 2651-8366
Block 2 & 3	☎ 2651-8368
Positano Customer Service Centre	☎ 2651-8566
Poggibonsi Block 5 & 6	☎ 2987-0003
Block 8	☎ 2987-0005



2. HKR & Subsidiaries

Hong Kong Resort Company Limited	☎ 2238-3388
Discovery Bay Transportation Division	☎ 2987-7351
Discovery Bay Commercial Services Limited (DB Plaza / DB North Plaza)	☎ 2987-4242 / 2987-1379
Discovery Bay Recreation Club	☎ 2987-7381
Lantau Yacht Club	☎ 2987-9591
Discovery Bay Golf Club	☎ 2987-7273
Discovery Bay Road Tunnel Company	☎ 2980-6800
Auberge Discovery Bay Hong Kong	☎ 2295-8288

3. Utilities Companies, Government's Department and Schools

CLP Power Hong Kong Limited - Customer Service Hotline	☎ 2678-2678
- Emergency Hotline	☎ 2728-8333
DSG Energy Limited - Shell Gas Customer Service Hotline	☎ 2435-8388
Water Supplies Department	☎ 2824-5000
DB Golf Cart Services Ltd.	☎ 2914-2727
Wiselink Ltd.	☎ 2987-9368
Tak Cheong Loong Company Limited	☎ 2691-5315
Cable TV Hotline	☎ 1832-888
PCCW	☎ 1000
Discovery College	☎ 3969-1000
SKH Wei Lun Primary School	☎ 2987 8608
Sunshine Kindergarten	☎ 2987-8143
Discovery Mind Kindergarten	☎ 2987-8088
Discovery Bay International School	☎ 2987-7331
Discovery Bay Post Office	☎ 2987-6046
Community Hall	☎ 2852-4338

4. Emergency

Police	☎ 999
DB Police Station	☎ 2987-4052
DB Fire Station & Ambulance	☎ 2987-7502
DSG Energy Limited - Shell Gas 24-hrs Emergency Hotline	☎ 2322-2000



ANNEX B: FEES AND CHARGES

- Section B, para.1.2** Renovation deposit (refundable):
Varied from \$2,000 to \$15,000 depending on villages
Renovation charge (non-refundable):
Varied from \$500 to \$2,000 per month depending on villages
- Section B, para.2.5** Administration charge for suspension of in-house flushing water supply: \$100 for application submitted at least 3 working days in advance
- Section E, para.1.1** B ii) Registration fees: \$4,017 subject to change annually
B iii) Road usage licence fees which is subject to change annually:-
- Vehicles exceeding 5.5 ton – \$12,660 p.a.
- Construction vehicles not exceeding 5.5 ton – \$7,235p.a.
- Other vehicles not exceeding 5.5 ton – \$5,425 p.a.
B iii) Fee for transfer of road usage licence:-
- \$1,000
- Section E, para.3.2** Impounding, removal and storage charges under Schedule 2 of Road Traffic (Parking on Private Roads) Regulations 1989:-
- For impounding a vehicle \$320
- For removing a vehicle \$350
- For storing a vehicle \$320
- For each subsequent day after the first day on which the vehicle is detained.
- Section E, para.5.1** Charges for:-
- Vehicles with dirty wheels or spillage of loads – up to \$3,000
- Vehicles improperly parked – up to \$1,000
- Vehicles failing to follow instructions – \$1,000
- Section E, para.6.2** Escort service charge – \$720 subject to change annually
- Section F, para.4.1** a) Golf Cart Road Usage License Fee - HK\$1,586 p.a., subject to change annually
- Section F, para.5.3** e) Impounding removal and storage charges
See under Section E, para.3.2
- Section F, para.7.1** Fee for transfer of ownership of Road Usage Licence for golf cart – HK\$711, subject to change annually



ANNEX C: NOTICE RELATING TO THE PERSONAL DATA (PRIVACY) ORDINANCE

DISCOVERY BAY SERVICES MANAGEMENT LIMITED (the "Company")

NOTICE RELATING TO THE PERSONAL DATA (PRIVACY) ORDINANCE

The Personal Data (Privacy) Ordinance (the "Ordinance") has been passed relating to the collection, use and storage of personal data on individuals. This notice is addressed to our existing and prospective individual clients and other individuals including but not limited to related owners/ tenants/ occupants/ visitors, from whom the Company collects personal information in compliance with the Ordinance.

From time to time, it is or will be necessary for you to supply to the Company with data in connection with the daily operations of the Company. Failure to supply such data may result in our being unable to establish or to continue or to provide property management services to you.

The purposes for which data may be used are as follows:-

- a) the daily operation of the services provided by the Company including but not limited to circulating management notices, company newsletter and communications relevant to the management of the estate;
- b) conducting customer and service surveys, occupancy statistics;
- c) determining the amounts of indebtedness owed by you;
- d) collecting the amounts outstanding from you;
- e) providing customer services and handling customer complaints and enquiries;
- f) assisting in law enforcement purposes and meeting requirements imposed by law or for claims related purposes;

Your personal data held by us will be kept confidential. Other than being used as the purposes above mentioned, your personal data will not be sold, traded or rented in any forms through any means to any other parties.

As a data subject, you have: -

- i) the right to check whether the Company holds data about you and the right of access to such data;
- ii) the right to require the Company to correct any data which it holds relating to you which is inaccurate; and
- iii) the right to ascertain the Company's policies and practices in relation to personal data and to be informed of the kind of personal data held by the Company.

Individuals who wish to access to or correct the data in accordance with the Ordinance should contact:

Administration Department
Discovery Bay Services Management Limited
Rm.103, Discovery Bay Office Centre
No.2 Plaza Lane
Discovery Bay
Lantau Island
Hong Kong
Tel : 2238 3601 Fax : 2987 8192

In accordance with the terms of the Ordinance, the Company has the right to charge a reasonable fee for the processing of any data access request.

Discovery Bay Services Management Ltd.



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A. 有關住宅單位的城市規例

1. 樓宇單位的使用

- 1.1 有關的大廈分公契和佔用許可證（俗稱入伙紙）均已作出規限，住宅單位只可作住宅用途。除非符合大廈分公契和所有相關的法定要求，否則任何形式的商業活動均不被允許。
- 1.2 不得於住宅單位的窗戶、平台、露台、花園或任何其他部份，豎立、安裝或展示廣告和有任何宣傳字眼的招牌（於入口大門外標明業主或佔用人姓名的小牌除外）。
- 1.3 除合理和普通數量的一般家居寵物外，不得於住宅單位內飼養鳥類或動物。

2. 神位

- 2.1 神位只可設置於樓宇單位的範圍內，而不得設置於外牆、大堂、走廊、入口或任何公眾地方。

3. 電視

- 3.1 愉景灣已裝設了公共天線系統（CABD），輸送免費的衛星訊號和本地廣播的電視節目。衛星電視頻道的數目由電訊管理局規管。
- 3.2 公共天線系統的維修費從每月的管理費中支付。
- 3.3 受大廈分公契規定，不得於住宅單位任何部份的外面附加或豎立私人天線或碟形衛星天線。

4. 保險

- 4.1 城市管理處已為各住宅單位的業主購買保額相當於重建各單位的物業全保保險。土地價值不包括在內。有自選的「加額財物全險」保險報價供業主考慮。有關的管理通告將於每次續保時發出。「財物全險」保費從管理費中支付。
- 4.2 不得作出任何行為令到保險的任何部份無效或導致保費增加。

5. 清潔及垃圾處理

- 5.1 城市管理處負責清潔公眾地方，並收集家居垃圾和被棄置物品。請住戶遵守下列安排。
所有垃圾須放在指定的膠袋內，封妥並放置於：
 - 高座單位－每層垃圾房由城市管理處提供的有蓋垃圾箱內。
 - 低座單位－幢樓宇由城市管理處提供的有蓋垃圾箱內。
 - 花園屋一個別住戶自置的有蓋垃圾箱內，並於收集時間前放在屋外或指定地點。



- 5.2 有關收集家居廢物之時間和次數，請參閱所屬屋村之管理通告。清潔工人不會收集非於適當時間放置在指定地點的家居垃圾。家居垃圾不可放置於公眾地方的公用垃圾箱內。
- 5.3 設於稔樹灣外面的垃圾站，是家居廢物如舊傢俬和電器的指定收集點。該收集點的開放時間是每日下午一時至下午四時。住戶可按城市管理處不時批核的收費表繳費，安排清潔承建商到住戶收集家居廢物。住戶嚴禁在公眾地方或愉景灣範圍內棄置廢物，違者須繳交清理費和行政費。
- 5.4 城市管理處已在各村推行各種回收計劃。請住戶合作，按各項管理通告上的指示將垃圾分類，放置於專為每類垃圾而設的垃圾箱內。
- 5.5 廣場和各屋村內設置了數個可重用衣物和玩具之收集點。每星期會有由城市管理處推薦的慈善機構定期收集所有捐贈的物品。
- 5.6 分區管理處內亦設有收集點，收集損壞的日光燈管、燒掉的燈泡、使用過的可充電電池，以及打印機的墨盒。

6. 保安

- 6.1 促請各住戶採取有效的預防措施，確保家居和財物的安全。高座和中座住戶出入後應隨手將地下入口大門關上。所有屋村之管理處及樓宇均有保安人員駐守（電話號碼列於附錄A），保安人員離開辦事處外出巡邏時均會攜帶對講機。警方亦會回應緊急召喚（請致電999）。
- 6.2 當發出颱風警告訊號時，住戶應採取所有必需的措施保護其財物，包括關緊窗戶，將一切可移動的物件搬回室內，以及確保所有溝渠和明渠暢通。在受颱風影響期間，愉景灣航運服務有限公司會就渡輪和巴士服務的改動，如暫停服務和恢復服務時間作出宣佈。
- 6.3 住宅單位的緊急警鐘，若是香港興業原裝所設的，該警鐘會由愉景灣顧客服務中心24小時監控。住戶如需改動位置，請與城市管理處聯絡。警鐘一旦被啟動，保安人員可提供協助。如遇緊急情況，請致電999，以獲得最快速的回應。

7. 冷氣

- 7.1 冷氣機只可安裝在指定的冷氣機位或經城市管理處批准的位置，並須用不銹材料製成且結構安全的支架承托。根據《建築物（小型工程）規例》，如果冷氣機支架的安裝距離地面的高度超過3米，突出於外牆超過600毫米，或重量超過100公斤，則應由訂明的承建商和/或專業人員負責安裝工程。屋宇署的網頁載有訂明承建商及專業人士的名單。窗口式冷氣機必須裝設有水盆和排水喉。冷氣機滴水或發出噪音，物主/使用者可被有關政府部門檢控。



8. 晾曬衣物

- 8.1 居住單位均設有晾衣架或可伸縮的晾衣繩或其他類似裝置。假如該等設備裝置於服務區或外牆上，住戶不應擅自搬移或改動。根據《強制驗樓計劃》（計劃），每個業主有責任在計劃要求的時間內，聘用註冊檢驗人員，去確定安裝的晾衣架是否符合安全標準。住戶可以聯繫屋村工作人員了解詳細資料。

9. 公眾地方

- 9.1 除了經城市管理處批准的門口地墊或細小物件，住戶不得在住宅單位外的公眾地方擺放任何私人物品，單車則除外（有關規定，請參閱D部第2段）。城市管理處可移走及丟棄任何不當地擺放於公眾地方的私人物件，而不預先作出警告；管理處亦不會對由此可能引致的任何損失或損毀負責。單車被清走後，可能被丟棄或捐贈給由城市管理處推薦的慈善機構。

10. 花園

- 10.1 城市管理處鼓勵住戶於其私家花園內鋪種草皮，並種植樹木、灌木和花卉。但所種植之樹木不得擋住而妨礙毗鄰單位接觸陽光和空氣，或對鄰近物業產生負面影響或造成任何形式的妨擾。花盆和渠道均不可積水，以免滋生蚊蟲。
- 10.2 在公眾地方的植物和樹木均由城市管理處負責種植和保養。任何人都不可砍伐或移走種植在公眾地方或山邊的植物或樹木，也不可在未得城市管理處的明確同意下，在公眾地方栽種植物。經諮詢屋村業主委員會後，城市管理處可在規則和規例認可之範圍內，在各個地點提供家庭農場，供業主從事園藝休閒活動。請聯繫屋村工作人員了解詳細資料。
- 10.3 兒童不可攀爬種植於公眾地方的樹木。攀爬樹木不單危險，亦可能導致樹木受損。
- 10.4 住戶於任何時間均須保持其私家花園整潔和狀況良好。私家花園內不得放置家禽類籠屋。

11. 噪音

- 11.1 不得發放喧鬧的音樂或舉行喧嘩的活動/聚會，特別是在晚上11時至翌日上午7時或公眾假日的任何時間。根據特區政府所頒佈的《噪音管制條例》第4條和第5條，任何人在住用處所於上述時段或於任何時間發出或導致任何噪音，而任何人造成滋擾，即屬違法，可被罰款高達港幣10,000元。

12. 危險物品

- 12.1 嚴禁儲存過量的危險或高度易燃物品，以免發生嚴重火災。



13. 火警

- 13.1 一旦發生火警，請致電999。如火警發生在閣下家中，在情況許可下，啟動緊急警鐘以通知愉景灣顧客服務中心；並請啟動最近的火警鐘以警示鄰舍。
- 13.2 在風險輕微的情況下可嘗試自行救火。任何涉及電器用品或煮食油的火警，請勿用水撲救。
- 13.3 如時間容許，在離開火場前請先關上所有門窗，並關掉總掣以切斷電源。高座住客須行樓梯，切勿乘升降機。

14. 氣體

- 14.1 愉景灣內設有一中央輸送系統，向所有住宅單位供應石油氣。住戶如有需要，可與本地服務代理聯絡。
- 14.2 一旦發生氣體洩漏事故，請疏散到安全地方並致電999報案。假如閣下懷疑家中發生氣體洩漏事故，亦可致電服務代理，要求氣體技術員進行檢查。應每18個月檢查及維修住宅單位內之煤氣裝置和管道，以確保氣喉狀況良好。請致電服務代理進行檢查。
- 14.3 根據《氣體安全條例》，只有由註冊氣體工程承建商聘用之註冊氣體裝置技工，方可進行氣體安裝、檢查和維修。機電工程署的網頁載有已註冊氣體承建商的名單。

15. 維修

- 15.1 各業主有責任保持其物業維修妥善和狀況良好，這包括全部水喉管、電線裝置、信箱和任何其他專供其單位使用的設備的維修和保養。應定期清理水龍頭和熱水爐內的過濾裝置，特別是在暫停供水後再恢復供水時。
- 15.2 城市管理處存有一套屋宇設備圖則，讓住戶於雙方都方便時查閱。由於版權所限，城市管理處不能提供圖則的任何副本。該等圖則只供參考，城市管理處對事後基於圖則所採取的行動而引致的任何損壞或損失，概不負責。而屋宇署簽發的建築圖則、結構及排水圖則亦可於屋宇署購得。

16. 小費和特別服務

- 16.1 住戶不可請求城市管理處職員及由其指定的服務供應商代他們處理私人事務或差事。城市管理處職員的職責，是為所有住戶服務，公正無私。各職員不得收取小費或任何形式的打賞。在任何情況下，住戶均不應借錢給城市管理處職員。

17. 年度預算和帳目

- 17.1 在每個財政年度，城市管理處應在佈告欄上，張貼預算草案的副本及相關通告，以邀請每位業主就預算草案發表意見。
- 17.2 在連續3個月後之第1個月，城市管理處應在佈告欄上張貼收支帳目和資產負債表副本，以供業主參考。



18. 管理費和按金

- 18.1 業主及租戶須於每月的首日繳交管理費。除非業主提出書面要求就送交作出其他安排，管理費結單將按月送到各住宅單位的郵箱。出於環保目的，還可應要求提供電子管理費結單。如發現結單上有任何明顯錯誤，應立即通知城市管理處。任何逾期費用可能會導致附加費，並且通過民事訴訟予以追討。
- 18.2 業主及租戶可選擇以現金、支票、自動繳費、網上銀行服務或繳費靈繳交管理費。亦可根據管理費結單上印有的QR碼在7-11便利店或轉數快繳費。支票可放進任何城市管理處的郵箱（愉景灣碼頭外面、愉景灣商務中心入口、屋村管理處內，以及高座的大廈入口）。以現金繳費的住戶須於辦公時間到位於愉景灣商務中心地下的會計部辦理。

(*規例18.1中之電子管理費結單及規例18.2中之QR碼將於2020年度第三季生效，屆時煩請留意城市管理處更新之消息。)

- 18.3 每位業主須向城市管理處支付一筆總額相當於三個月管理費的按金，作為應繳管理費的擔保。根據A部第18.4條的規定，該按金可以轉撥，但不可退還。
- 18.4 於業權轉讓時如發現有管理費仍未繳清，城市管理處有權從按金扣除，以彌補仍欠的款項，並要求新業主支付一筆相當於三個月管理費的新按金。請有意的買家於交易前指示其律師查明有關賬目狀況。
- 18.5 城市管理處有權要求業主支付差額，以維持管理費按金在相當於三個月現行管理費的水平。

19. 更改業權

- 19.1 住宅單位的業權如有任何更改，必須在由轉讓日期起計一個月內通知城市管理處。住宅單位一經售出，業主必須儘快將其愉景灣康樂會會籍轉移給其買家。一經簽妥關於其住宅單位的租約，業主亦必須將其會籍轉移給其租客。直至收到新業主資料詳情及業權更改日期，管理費仍會計算在前業主賬戶內。

20. 通訊地址

- 20.1 每位業主應將其所授權接受服務者的姓名和香港地址通知城市管理處。而任何並非居於或使用其住宅單位之業主，應提供一個香港地址給城市管理處，以寄發通知書。否則，該住宅單位的地址將被視為接受服務的地址。

21. 個人資料收集

- 21.1 城市管理處需要不時收集個人資料。而使用這些個人資料時，應遵守城市管理處有關使用和披露個人資料的守則。該守則載於附件C：有關個人資料（私隱）條例通告。



B. 有關住宅單位裝修及改建工程的城市規例

(社區中心獲豁免. 請亦參閱G部：承建商)

1. 工程開始前

- 1.1 業主需要連同相關資料及包括建議維修或改動方案的工作計劃，把申請表格提交與城市管理處進行批核。管理處會於工程開始前，向業主提供詳盡守則和須遵循的程序。當申請獲批後，會有一張准許通告張貼於裝修單位近入口位置，以顯示其裝修目的。城市管理處發出的准許，並不自動代表已獲得其他相關機構之准許。業主有責任確保已獲得相關部門的准許。業主亦需要諮詢合資格人士或專業人士，或直接接觸相關政府部門，以確保裝修或改動工程合乎法定準則。任何對樓宇外觀或結構有不良影響的改建工程，即使已取得政府部門的批准，城市管理處亦不會批准。

1.2 裝修按金和裝修收費

業主/住戶須在裝修或改動工程開始前，支付裝修按金（可以退還但不可轉讓）和如有的裝修月費（不可退還和不可轉讓）。業主/住戶須根據不同屋村和最近更新的收費表，支付裝修按金和裝修月費。

裝修按金並不含利息，會在該項裝修工程完成及符合下列三項條件後發還：

- a) 工程已按申請表中列明和經批准的詳情完成。
- b) 一切由於工程而產生的建築瓦礫或廢物，均已在合理的時間內，棄置於城市管理處指定的各收集點，或愉景灣以外的地方。
- c) 沒有對公眾地方或設施造成任何損毀或損失。

裝修費是為支付城市管理處在裝修工程附近地方執行額外的管理工作，收取之費用會儲存於屋村帳戶。裝修費應每月和/或部份提前支付。



- 1.3 業主有責任為在住宅單位內進行裝修或改建工程的所有承建商，向城市管理處提供他們工人的相關資料以作登記。為保安理由，城市管理處及其代表有可能不時巡查，按登記資料核實住宅單位內工人的身份。城市管理保留要求未註冊工人立即離開住宅單位的權利。
- 1.4 城市管理處保留權利，酌情使用裝修按金，移走無人處理的建築瓦礫或廢物，以及隨後清洗受影響的公眾地方及/或修理對公眾地方或設施所造成的任何損毀。該行動不得妨礙城市管理處採取任何必需的進一步行動以取得補償或申索賠償。
- 1.5 業主應確保其承建商已購買所有必需的保險，包括但不限於工人賠償和第三者責任。
- 1.6 根據現行法例規定，所有建築廢料的製造者如承建商或樓宇業主，當他們在使用政府處置廢料設施前進行裝修/裝飾工程時，必須在環境保護署（環保署）開設一個繳費帳戶，並繳交環保署所徵收的有關建築廢料處置收費。閣下也可聘用開設了有效繳費帳戶的合適承建商安排處置建築廢料。

2. 工程守則

- 2.1 工程只可在星期一至六早上九時至下午五時進行，不可在星期日或公眾假期進行。星期六則禁止使用機械、敲擊類的工具或進行任何發出擾人噪音的工程。業主/住戶應符合各項特別要求，包括但不限於在容許的時間開工，該時間按不同屋村而定且會不時改動。
- 2.2 基於安全理由，促請業主只僱用領有牌照的水電技工。有關涉及石油氣供應系統的工程，業主必須於動工前與石油氣供應商/服務代理聯繫，徵詢安全指引及有關的要求。工程不得增加或改動任何公共設施或公共供水、供電或供氣體系統之電線或水管。
- 2.3 物業的業主/住戶須對所僱用工程人員和承建商的操守及行為負全責。於裝修期或改建工程內，承建商須常常將大門關上，並應避免製造塵土、污染升降機大堂走廊或公眾地方，包括但不限於行人道、馬路和花園/斜坡。假如承建商不理會城市管理處勸諭，未將受影響的公眾地方加以清理，城市管理處將安排進行額外清理而不再發出警告；由此而引致的額外費用，會從裝修按金中扣除。



- 2.4 挑選所有固定於窗戶的保安窗花和固定於入口大門的鐵閘時，必須選擇城市管理處批准並符合消防處規定的設計。
- 2.5 獲得城市管理處允許前，不得改裝任何公用排水管或輸送管。可提前三個工作天，向城市管理處申請屋內暫停沖廁水，申請須與行政費用一併繳交。
- 2.6 不得豎立有礙觀瞻的圍板。當承建商未能遵從城市管理處的要求改善有礙觀瞻的圍板時，城市管理處保留權利，改善任何有礙觀瞻的圍板。改善工程的費用會從裝修按金中扣除。
- 2.7 不得於公眾地方，包括但不限於行人道、馬路和花園/斜坡，遺下任何種類的材料、機械、構築物或活動機件。未得城市管理處批准，不得在超越物業界線的地方豎立棚架。
- 2.8 城市管理處可要求業主拆除未經授權而建構的構築物和裝置。如業主不遵照要求拆除該等構築物和裝置，城市管理處可自行動工，並向業主追討有關費用。
- 2.9 城市管理處保留權利，可採取即時行動，迫令承建商停止進行或有意進行的任何未經授權工程。城市管理處對此可能引致的任何損害或損失，概不負責。城市管理處亦可就任何未經授權的建築工程向政府當局投訴，要求當局採取行動。

3. 新廈的損毀項目

- 3.1 當新住宅單位交收後，業主必須在指定時間內，檢查和報告任何建築疵點。在一般情況下，城市管理處會負責業主與承建商之間的聯絡工作。如承建商對其責任有所爭議時，將會要求建築師裁決。但如果單位已重新裝修或經過改動時，承建商不大可能會承擔維修疵點的責任。
- 3.2 在任何情況下，城市管理處均無權強迫承建商修補指稱的建築疵點。然而對投訴合理的個案，城市管理處將會盡力協助。



4. 裝修按金的退還期限

- 4.1 無論基於任何理由，在裝修或改建工程獲批准後三年內，如沒有申請退還裝修按金，按金將撥調入屋村帳戶。限期過後，按金將不會退還予原有按金支付者。被撥調之按金，不能用以抵消用作移除任何公眾地方的建築瓦礫、廢棄物料以至相關公眾地方的清潔費用，及被毀壞的公眾地方或設施之維修費和管理費。

5. 懲罰記分制度

- 5.1 懲罰記分制度是針對多次於愉景灣干犯規定的承建商。以下是記分表：

- 未能遵從城市管理處的指令	5 分
- 接到城市管理處要求後，未能移除放置於公眾地方的建築瓦礫以及清潔受影響的公眾地方	5 分
- 草率地毀壞公眾地方	5 分
- 在允許的工作時間外進行裝修工程，或在星期六進行發出噪音的裝修工程	5 分
- 未得到城市管理處允許而在相同時間內，重複地佔用所有升降機	5 分
- 不當行為（例如：在公眾地方不穿上衣、在禁止的地方吸煙）	5 分
- 在公眾地方儲物或阻塞地方	5 分
- 當城市管理處職員或其代表巡查時，不予以合作，亦表現出無意徵詢業主讓他們入屋	5 分
- 獲得城市管理處批准前開始裝修或改動工程	5 分
- 故意進行不獲批准的裝修或僭建工程	5 分

- 5.2 城市管理處會根據調查，執行以上記分制度。相關承建商會收到書面通知，被告知記分項目以及累積分數。記分會於六個月後取消。一旦被記上15分（不計算六個月後所取消的記分），違規承建商將於未來六個月內不得在愉景灣住宅內進行裝修或改建工程。在聘用承建商前，歡迎業主與城市管理處查詢。



C. 有關犬隻的城市規例

1. 領取牌照

- 1.1 所有超過五個月大的犬隻均須領取牌照，並須到經授權的獸醫診所、政府狗房或防疫注射中心接種狂犬病防疫疫苗及植上晶片。領取牌照須支付定額費用，有效期為三年。於現有牌照到期前，犬隻須重新接種疫苗和領取牌照。
- 1.2 如狗主停止擁有犬隻或飼養人更改其地址，狗主須在合理可行的範圍內儘快將該停止事項或該更改事項通知漁農自然護理署；並無論如何須在停止或更改後的5天內通知該署。根據《狂犬病規例》，任何人違反上述規定，即屬犯罪，可被特區政府罰款港幣5,000元。

2. 管束

- 2.1 根據大廈分公契的規定，每個住宅單位只可飼養合理和普通數量的家居寵物。城市管理處已經獲得授權，將任何造成滋擾的動物遷離，以及可向有關戶主提出法律訴訟。
- 2.2 任何犬隻如咬人或致使任何人士或其他犬隻/動物受傷，其飼養人須快速將事件報知警方，並安全地將有關犬隻與其他人、畜隔離。
- 2.3 任何時候，犬隻在公眾地方和住宅區均須受到嚴格管束。狗主不得將犬隻在無人看管下留在公眾地方。犬隻不得進入學校範圍、兒童遊樂場和遊樂設施。
- 2.4 狗主有責任清理其犬隻和其他寵物弄污的公眾地方通道和公眾地方。任何人容許其犬隻的糞便弄污任何街道或公眾地方，可根據《定額罰款(公眾地方潔淨罪行)條例》獲罰款港幣1,500元。
- 2.5 不受控制的狗吠聲對公眾產生的滋擾以及相關情況。如有需要，城市管理處可就此向狗主提出法律程序。

3. 被遺棄/流浪犬隻

- 3.1 狗主如無合理解釋將犬隻遺棄，即屬違法。狗主未能於四天內到漁農自然護理署署長指定流浪犬隻被扣留的地方認領取回犬隻，即被視為將犬隻遺棄。
- 3.2 各業主/住戶敬請遠離流浪犬隻，切勿走近。如發現任何流浪犬隻，請致電愉景灣顧客服務中心，指出流浪犬出沒的時間和地點。
- 3.3 長期遷離愉景灣的業主，必須帶同其犬隻一同離開或替牠們物色新居所。



D. 有關戶外活動的城市規例

1. 運動場

- 1.1 得香港興業許可，可按照收費準則，在愉景北社區會堂旁邊的運動場進行一般球類運動。其他類型的運動亦可能經城市管理處允許下進行。租訂場地須於最少十個工作天前向城市管理處申請。
- 1.2 任何時候均不得攜帶寵物（包括雀鳥）。
- 1.3 城市管理處保留權利於任何時候關閉整個或部份運動場，以進行維修或其他用途而不需要事先通知。
- 1.4 城市管理處對因使用運動場而導致的任何受傷，一概不負責。
- 1.5 城市管理處會制定和修訂使用守則以管理運動場，守則會張貼於場地內。

2. 單車

- 2.1 單車必須正確停泊在有單車架的指定位置或存放在住宅單位內，但單車架數目有限，其設置並非為提供單車永久或長期停泊之用。如城市管理處有理由認為任何單車已被棄置或不能使用，城市管理處可在無須向車主發出警告下，將該單車自行處理或捐贈到慈善機構，車主亦將不會獲得任何賠償。城市管理處會將停泊不當的單車鎖上/移走，而無須事先作出通知。
- 2.2 設有告示表明不准踏單車的地方，均禁止單車活動。然而，小孩踏單車如有家長陪同，如果並未對其他住戶造成騷擾，則可於廣場內進行。
- 2.3 單車的車頭及車尾部份應安裝適當的照明設備。當街燈開着時，該等照明設備亦應開着。
- 2.4 單車使用人士在愉景灣的道路上行駛時，必須遵守道路標記和交通標誌的指示。

3. 滾軸溜冰和滑板活動

- 3.1 無論任何時候，設有禁止滾軸溜冰及/或滑板活動標示的地方，均嚴禁進行滾軸溜冰和滑板活動。機械推動的溜冰鞋或滑板，均不可在愉景灣的公眾地方內使用。
- 3.2 城市管理處並可酌情決定而無須事先發出通知，在愉景灣內的公眾地方禁止滾軸溜冰及滑板活動。



4. 兒童遊樂場及遊樂設施

- 4.1 使用者應遵守不同遊樂場及遊樂設施張貼的條款、細則及規定。
- 4.2 無論任何時候，寵物（包括雀鳥）均不得進入兒童遊樂場及遊樂設施。
- 4.3 城市管理處保留權利，於任何時候而無須事先發出通知，全面或部份關閉兒童遊樂場及遊樂設施，以進行維修或其他用途。
- 4.4 因使用兒童遊樂場及遊樂設施而發生的任何傷害，城市管理處概不負責。

5. 在住宅樓宇內燒烤和生火

- 5.1 燒烤活動只可在私家花園和平台進行，惟不得引致濃煙污染或對附近住戶造成滋擾。
- 5.2 除以上5.1段所認可的燒烤活動外，愉景灣內不得生火，除非已取得城市管理處於諮詢各村業主委員會（如有的話）後發出的事先書面批准。

6. 露營

- 6.1 除非取得城市管理處或相關財產所有人事先的書面批准，否則不得在公眾地方的任何部份露營。

7. 釣魚

- 7.1 除非事先取得城市管理處或相關財產所有人的批准，為閣下安全著想，不得在渡輪碼頭、沙灘、任何防波堤或水塘內釣魚。

8. 風箏、遙控模型飛機及無人機

- 8.1 除非取得城市管理處或相關財產所有人的批准，不得在公眾地方放風箏、遙控模型飛機及無人機。

9. 濾水廠裝置

- 9.1 所有濾水廠裝置，包括堤壩、水塘及食水處理廠、靜水池和下游明渠均為管制地區，公眾人士無權進入。

10. 雀鳥和家禽

- 10.1 為了將從雀鳥感染到病毒的機會減到最低，我們促請住戶避免與野鳥和活家禽有身體的接觸。亦請住戶不要餵食牠們，並應於接觸家禽或雀鳥後徹底地清潔雙手。若發現已死的雀鳥，住戶應通知愉景灣顧客服務中心。



E. 有關機動車輛管制的城市規例 (哥爾夫球車除外)

在本部中，根據《道路交通（泊車）規例》（第374C章）的定義，泊車、停泊指車輛的停定，不論車內是否有人，但為了及正在實際上裝卸貨物或上落乘客而暫時停定，則不在此限。

1. 批准

- 1.1 在城市管理處管理的愉景灣道路上行駛之汽車，均須受城市管理處監控及指示。為了避免因交通擠塞而可能構成對住戶的滋擾及安全問題，城市管理處限制准許在愉景灣住宅範圍內行駛的車輛數目。不同類型的車輛在愉景灣內行駛的安排如下：

A) 經由愉景灣隧道即日進出愉景灣的送貨/服務車輛

- i) 上述車輛准許在每天上午八時至晚上九時在愉景灣內行駛。這類車輛必須在位於愉景灣隧道入口附近的准許證收集辦公室登記，並支付不同類別車輛的相關道路使用費，才能進入愉景灣。道路使用收費會不時更改，請留意准許證收集辦公室張貼的最新收費表。
- ii) 城市管理處已制定預先登記程序，有關表格可於網站<http://www.dbcommunity.hk>下載，或於城市管理處辦公室索取。必須通過傳真或電子郵件dbentry@dbsm1.com交回填寫好的預訂表格，才能獲得城市管理處對車輛進入愉景灣的事先批准。當有空置泊車位時，指定車輛可無須預先登記獲准進入愉景灣；相對沒有預先登記的車輛，所有已辦理預先登記的車輛可獲優先權進入愉景灣。
- iii) 為免車輛在愉景灣內長時間停留，在預先登記表格所載的停留時間過後，將會徵收漸進式停留費用。當申請獲批准後，便可在駛出隧道後到准許證收集辦公室領取許可證一張。許可證上印有進入時間和前往地點。許可證須置於車輛擋風玻璃以備查閱。車輛須向接近愉景灣隧道入口的准許證收集辦公室交回許可證，以及繳清停留費用（如有的話），方可駛離愉景灣。
- iv) 愉景灣內劃分為若干區，根據泊車位的空置情況而定，在任何兩小時的時段內，只准許有限數目的車輛在每區停留。
- v) 車輛未經城市管理處事先批准，不得在愉景灣內停泊過夜，有道路使用証的車輛除外。



- vi) 車輛在愉景灣內的道路上行駛時，車速可能被車速監察器監察。如果在任何三個月的時段內有兩次，或任何十二個月的時段內有三次，任何外來車輛行駛於愉景灣道、愉景山道或任何其他標明車速限制為每小時50公里的道路上，被發現其行車速度為每小時70公里或更高，或於標明車速限制為每小時30公里的道路上，被發現其行車速度為每小時45公里或更高，或於標明車速限制為每小時20公里的道路上，被發現其行車速度為每小時30公里或更高，或以上任何組合情況，有關車輛以及所有其他屬於同一公司的車輛將不准進入愉景灣，為期十二個月。
- vii) 儘管vi段已有規定，在愉景灣內觸犯駕駛和停泊規例，須根據現行的懲罰記分制度受罰。請參閱下列B) (vi) (b) - (e) 段的圖表。在 (b) 項中的超速懲罰記分不適用於外來車輛。當累積至20分時（不包括十二個月後取消的記分），有關車輛便禁止進入愉景灣，為期十二個月。
- viii) 校車在運送學生來往愉景灣時，須持有運輸署授予之有效禁區許可，並須要繳納道路使用費。

B) 在愉景灣內行駛的持牌車輛

須連同下列支持文件以書面形式向城市管理處遞交申請：

- i) - 運輸署簽發的登記文件
- 運輸署簽發的有效行車証
- 有效的第三者保險證明書
- 車輛的詳盡資料，如車輛的牌子、類型等
- 須在愉景灣內行車的理由

除只限於建築地盤內、稔樹灣服務區、哥爾夫球會、遊艇會、愉景北廣場和隧道區行駛的車輛，並由香港興業及其附屬公司所擁有的車輛，以及經由隧道及/或海路即日進出愉景灣的車輛外，所有在愉景灣內行駛的車輛，均須向城市管理處繳交指定的登記費。

- ii) 所有須繳交登記費的車輛，同時須向城市管理處取得道路使用証和繳交有關的指定費用。未經城市管理處書面許可和繳交指定的費用，不得轉讓道路使用證。



- iii) 除道路交通條例規定的車牌外，所有在愉景灣內行駛的車輛（香港政府車輛和經由隧道及/或海路即日進出愉景灣的車輛除外）須掛上印有城市管理處編配的正式車牌。為方便識別，車輛車身必須清楚印上其公司名字及/或標誌。
- iv) 簽發予在愉景灣工作的承建商或商戶的道路使用證，將於承包工程竣工或商戶租約終止後撤銷。道路使用證亦會根據下述vi段的規定，或因車輛多次或嚴重違反本規例而被撤銷。
- v) 道路使用證被撤銷、承包工程竣工或商戶租約終止後（視所屬情況而定），車輛必須立刻離開愉景灣。
- vi) 車輛在愉景灣內觸犯以下法例，將根據下列標準懲罰記分受罰：
 - a) 車輛司機在愉景灣內觸犯法例：
 - 不小心駕駛而被法庭定罪 10
 - 違例駕駛引致停牌 20
 - b) 觸犯城市規例：
 - 超速 10
 - 不遵守交通標誌及道路標記（除了超速標誌） 10
 - 未經批准利用車輛棄置雜物於愉景灣內任何地方 6
 - 地盤車輛未經城市管理處許可在建築地盤外行駛 6
 - 承建商車輛未經城市管理處批准停泊在建築地盤範圍以外 5
 - 停泊在城市管理處沒有指定為車輛停泊區的任何行人路、馬路或通道上，或停泊在任何地方以致阻塞行人和其他道路使用者 5
 - 未取得城市管理處的任何事先許可，在行人路或其他公眾地方卸貨 5
 - 不遵從城市管理處獲授權職員的指示 5
 - 排放過量廢煙 4
 - 在路上散佈泥污 4
 - 負載物散落或棄置路面 4



- c) 就上述(a) 項而言，城市管理處於發現違例事件後將予以記分。就上述(b) 項而言，城市管理處亦會循簡易程序記分；但如有特殊情況，將就記分事宜再作考慮。每次記分後，有關車主將獲書面通知，所涉車輛每次所記分數及累積總分。分數在十二個月後取消。
- d) 任何車輛一旦被記滿20分（任何十二個月後已取消的分數不計算在內），其道路使用證將根據（iv）段的規定被撤銷，而該車輛必須根據（v）段的規定立刻駛離愉景灣。道路使用證費用將不獲退還。
- e) 道路使用證被撤銷後，由撤銷當日起十二個月內，就該車輛而言（或就替代車輛而言），其道路使用證的新申請不會獲得考慮。如車輛在道路使用證撤銷後還在愉景灣內行駛（駛離愉景灣除外），在該非法使用後兩年內，其道路使用證的新申請不會獲得考慮。

c) 經海路進入愉景灣的車輛

- i) 經海路進入愉景灣的車輛，除非已事前取得城市管理處的批准，否則必須即日離開。
- ii) 須於停泊日期前至少三個工作天，將填妥的申請表透過電子郵件或傳真遞交予香港興業。有關費用必須在停泊日期前至少一個工作天存入香港興業的指定帳戶內。取消預訂將不獲退款。
- iii) 城市管理處一般都會接納星期一至六上午九時至下午五時之停泊申請。星期日及公眾假期不可停泊。
- iv) 在愉景灣道路上行駛的車輛須支付相關之道路使用費。

D) 的士

- i) 市區和大嶼山的士均可駛入已獲授權進入之愉景灣區域。愉景北廣場設立了相應的士候車處。

2. 維修

- 2.1 車輛必須在任何時候保持安全和適宜在道路上行駛，並且不可排放過量廢氣。除運輸署規定的檢驗外，城市管理處有權酌情規定車輛於愉景灣接受檢驗，車主須繳交有關的指定檢查費用。



3. 停泊

- 3.1 持牌地盤車輛除送貨時或取得城市管理處批准在其他地方停泊外，必須停泊在建築地盤內。其他車輛必須諮詢各屋村業主委員會（如有的話），停泊在城市管理處分配的泊車位內。
- 3.2 根據《道路交通（私家路上泊車）規例》，城市管理處有權鎖上、移走及扣留停泊不當的車輛，並收取有關鎖車、移走及存放該等車輛的費用。除大廈公契賦予城市管理處的權力外，城市管理處亦享有該等權力。
- 3.3 城市管理處保留權利，可隨時因維修或其他原因關閉停車場，而事前無須給予通知。
- 3.4 泊車區內不得修理、清潔或清洗車輛。

4. 駕駛行為

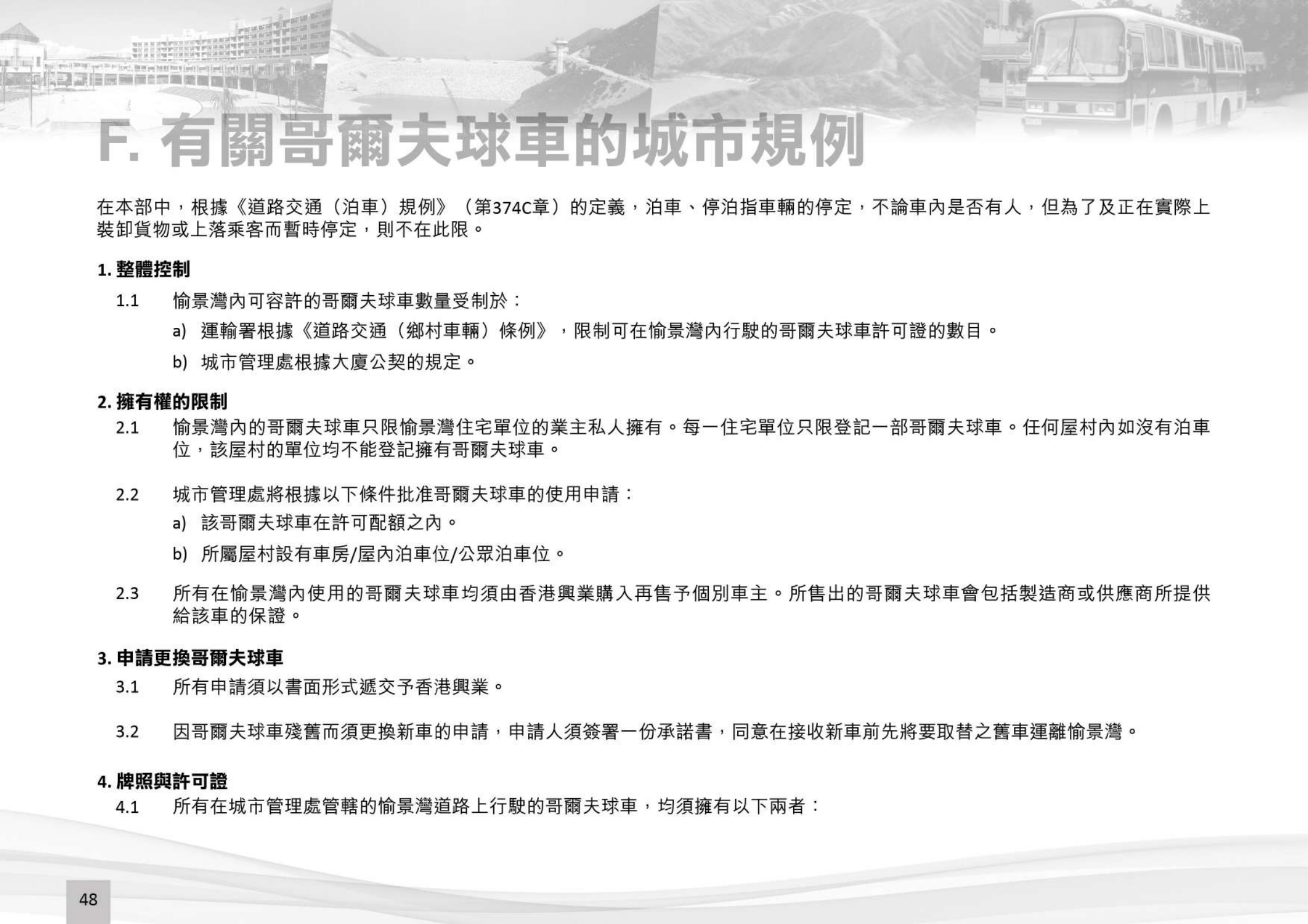
- 4.1 所有車輛均須遵從道路交通條例，以及必須購有第三者保險。司機在駕車時須攜帶所屬駕駛車輛種類的有效香港駕駛執照，以及遵守所有道路標誌和標記。司機須依照城市管理處獲授權職員所發出的指示。如司機觸犯任何規例，有關的道路使用證可能會根據1B段的規定被撤銷，或其車輛可能會被禁止在愉景灣內行駛。

5. 罰款

- 5.1 城市管理處有權斟酌以下情況向車輛徵收罰款：車輪骯髒、在路上散落負載貨物或散佈泥污、在城市管理處准許範圍以外行駛或停泊及不依照城市管理處授權職員的指示。

6. 限制

- 6.1 金屬曳帶帶動的車輛不得在愉景灣任何道路上行駛。
- 6.2 除巴士外，任何長度超過10米或可載重超過24噸的車輛，須經城市管理處派員護行方可在愉景灣道行駛，並須繳交護行費。上述車輛只許停泊在稔樹灣服務區，並且嚴禁進入任何其他地區。
- 6.3 一般而言，重量超過20噸的車輛不准在愉景山道及屋村路上行駛。如有需要，可向城市管理處提出合理理由，提交放寬車輛重量規限的申請，城市管理處會就申請的合理性作出批核。
- 6.4 地盤車輛一般只可在星期一至六上午九時至下午六時使用愉景灣道及愉景山道，公眾假期除外。如須在指定時間外或在愉景灣其他道路駕駛該等車輛，必須預先向城市管理處取得批准。



F. 有關哥爾夫球車的城市規例

在本部中，根據《道路交通（泊車）規例》（第374C章）的定義，泊車、停泊指車輛的停定，不論車內是否有人，但為了及正在實際上裝卸貨物或上落乘客而暫時停定，則不在此限。

1. 整體控制

1.1 愉景灣內可容許的哥爾夫球車數量受制於：

- a) 運輸署根據《道路交通（鄉村車輛）條例》，限制可在愉景灣內行駛的哥爾夫球車許可證的數目。
- b) 城市管理處根據大廈公契的規定。

2. 擁有權的限制

- 2.1 愉景灣內的哥爾夫球車只限愉景灣住宅單位的業主私人擁有。每一住宅單位只限登記一部哥爾夫球車。任何屋村內如沒有泊車位，該屋村的單位均不能登記擁有哥爾夫球車。
- 2.2 城市管理處將根據以下條件批准哥爾夫球車的使用申請：
 - a) 該哥爾夫球車在許可配額之內。
 - b) 所屬屋村設有車房/屋內泊車位/公眾泊車位。
- 2.3 所有在愉景灣內使用的哥爾夫球車均須由香港興業購入再售予個別車主。所售出的哥爾夫球車會包括製造商或供應商所提供給該車的保證。

3. 申請更換哥爾夫球車

- 3.1 所有申請須以書面形式遞交予香港興業。
- 3.2 因哥爾夫球車殘舊而須更換新車的申請，申請人須簽署一份承諾書，同意在接收新車前先將要取替之舊車運離愉景灣。

4. 牌照與許可證

- 4.1 所有在城市管理處管轄的愉景灣道路上行駛的哥爾夫球車，均須擁有以下兩者：



- a) 城市管理處簽發的道路使用證；及
- b) 運輸署署長根據《道路交通（鄉村車輛）規例》簽發的鄉村車輛許可證。在簽發或續發鄉村車輛許可證前，運輸署須得到由城市管理處發出的推薦信。鄉村車輛許可證續期後，須送交一份副本給城市管理處存檔。
- c) 上述（a）項費用可向城市管理處繳交，（b）項費用可向運輸署繳交。

4.2 所有哥爾夫球車必須掛上車牌以顯示城市管理處編配的號碼。

4.3 當哥爾夫球車在愉景灣道路行駛時，所有司機和乘客必須按照法例佩戴安全帶（如有的話）。

4.4 所有哥爾夫球車均須配備操作正常的前後燈和指揮燈，以及設有完備的煞車系統。哥爾夫球車的車身應完整無缺。

4.5 司機必須持有第1或2類香港駕駛執照，並且遵守所有道路標誌和標記，哥爾夫球車必須購有第三者保險。

4.6 於申請延續鄉村車輛許可證前，車主必須安排合資格的車輛維修技工進行車輛檢驗。根據運輸署的要求，車輛檢驗時限必須在新許可證生效前兩個月內，

4.7 城市管理處於發現以下違例事項後，會以書面通知車主有關事項。任何哥爾夫球車在十二個月內累積了三次書面警告，其道路使用證便自動吊銷三個月。該哥爾夫球車不准在愉景灣的道路上行駛，直至該吊銷期期滿。若該等警告在十二個月內累積達五次時，有關的道路使用證會被吊銷六個月。在吊銷期內，道路使用證的費用不會發還。

a) 車輛的司機在愉景灣內所犯的違例事項：

- 不小心駕駛而被法庭定罪。
- 駕駛違例事項導致駕駛執照被吊銷。

b) 觸犯城市規例的違例事項：

- 未能遵守交通標誌和道路標記
- 停泊在愉景灣內任何地方而對其他道路使用者和行人造成阻礙
- 未能遵守獲授權的城市管理處職員之指示
- 所載物件體積超過《道路交通（鄉村車輛）規例》所准許的大小
- 所載乘客人數超出最高載客量



- 4.8 儘管有4.7段的規定，倘若發現有關哥爾夫球車重複觸犯以上違例事項，城市管理處保留權利，可撤銷或拒絕續發其道路使用證，或拒絕發出推薦信予運輸署。
- 4.9 車主有責任確定已取得所需的牌照和許可證，在牌照和許可證到期前將不會有備忘信件提醒車主。
- 4.10 未經城市管理處批准，不得改變哥爾夫球車車身的顏色。

5. 停泊安排

- 5.1 在屋村內，哥爾夫球車必須停泊在經諮詢各村業主委員會（如有的話）後，由城市管理處劃定的車位內。
- 5.2 在愉景廣場/愉景北廣場附近停泊哥爾夫球車的安排如下：
- a) 由於地方有限，廣場不會設有供長時間停泊的停車位。經常出入的住戶，請盡量利用其他交通工具，避免整日將其哥爾夫球車停泊於愉景廣場或愉景北廣場。
 - b) 為方便購物，愉景灣康樂會對面設有一短暫哥爾夫球車停泊處，泊車時間不得超過二小時。另愉景北廣場斜行電梯附近亦設有一收費哥爾夫球車停泊處。
 - c) 愉景灣康樂會會員可以使用愉景灣康樂會內的收費高爾夫球車停泊設施。
 - d) 碧濤村海馬徑二號對開的哥爾夫球車停泊處，泊車時間不得超過二十四小時。
 - e) 由香港興業附屬公司管理的哥爾夫球車停泊處，位於愉景灣康樂會網球場和碧濤海馬徑三角區的水口泵房側，可供哥爾夫球車停泊。
- 5.3 城市管理處所管理的之公眾地方之停泊行為
- a) 包括停泊在劃定車位的哥爾夫球車，皆由持有人自行承擔風險。任何因泊車引致的損失、損毀或傷害，香港興業或城市管理處概不負責。
 - b) 任何哥爾夫球車如未能妥當地停泊於劃定車位內，或停泊時間超過有關地點所准許的最長時段，城市管理處可無須警告而將車輪鎖定或將車輛移走。



- c) 車輪被鎖的哥爾夫球車車主/司機，可親自或經獲正式授權的代表於任何時間聯絡城市管理處警衛室，以便繳交指定費用，辦理放車手續。除非清繳了有關的指定費用，否則警衛室職員無權放行任何被鎖上的哥爾夫球車。若在辦公時間外有任何爭議，有關的車主/司機須簽署一份繳費承諾書，車輛才可放行。城市管理處的職員將於下個工作天與有關的車主/司機跟進個案。
- d) 如車主/司機發現哥爾夫球車被移走，可聯絡城市管理處警衛室查詢其哥爾夫球車是否被城市管理處移走。如哥爾夫球車確實被城市管理處移走，車主/其獲正式授權的代表必須於辦公時間內，聯絡城市管理處以繳交指定費用以領回其哥爾夫球車。
- e) 《道路交通（私家路上泊車）規例》和大廈公契第四章第B6（h）節賦予城市管理處權力徵收鎖上、移走及存放車輛（按所涉情況而定）的費用。
- f) 不得在泊車區內修理、清潔或清洗哥爾夫球車。
- g) 為免未經授權人士駕駛哥爾夫球車，車主應為哥爾夫球車安裝壓盤鎖。

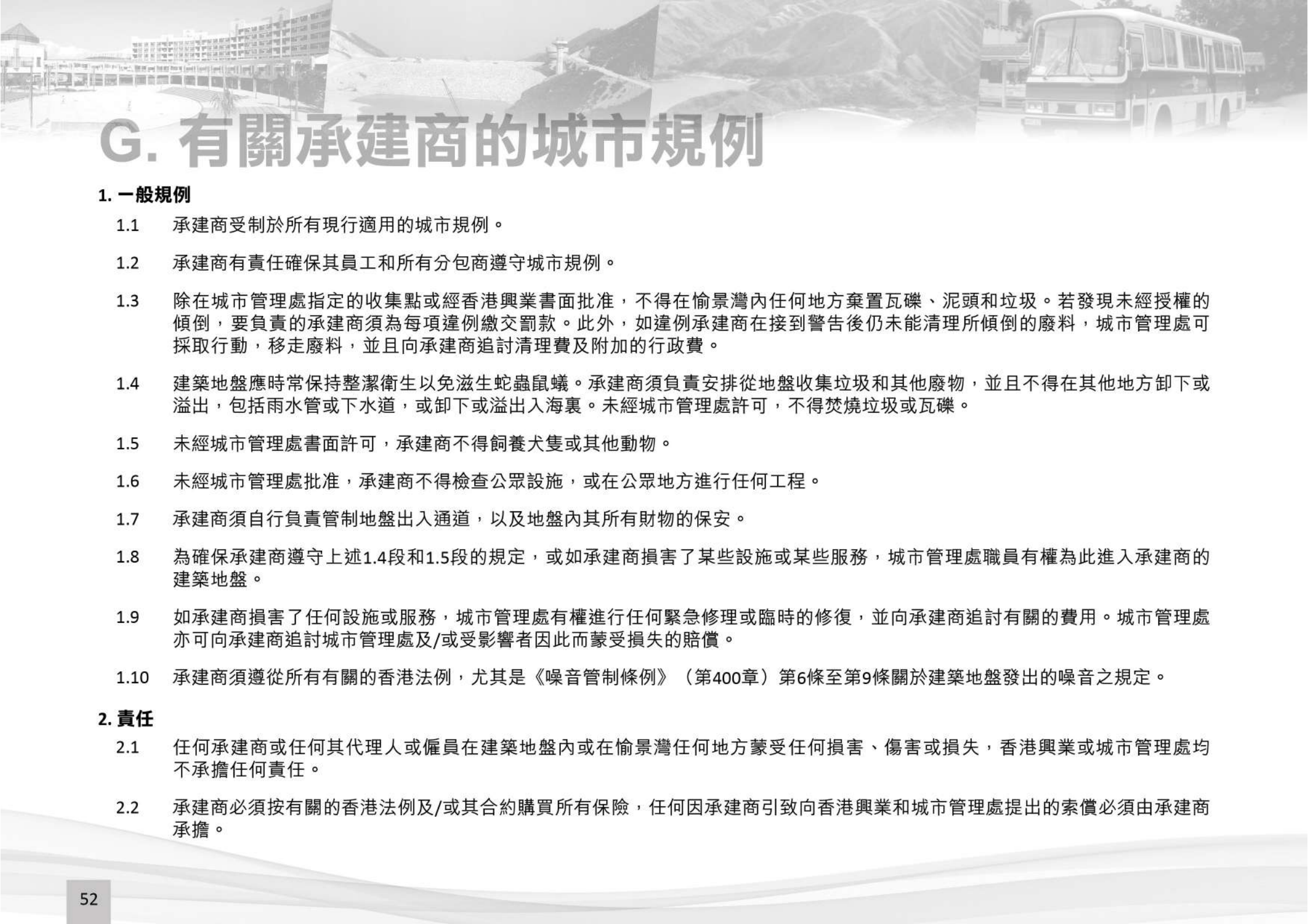
6. 道路紀律

6.1 有關道路紀律：

- a) 哥爾夫球車車主/司機在任何時間均須遵從有關其道路使用證及鄉村車輛許可證的規定，以及遵守所有適用的道路交通條例、道路標記和標誌。
- b) 哥爾夫球車不得在愉景灣道和愉景山道停泊。如車輛在路上拋錨，必須在切實可行範圍內儘快移走。就該拋錨事故，車主/司機須致電通知警衛室。
- c) 哥爾夫球車車主/司機在愉景灣的道路上駕駛哥爾夫球車時必須靠左行駛。

7. 轉讓道路使用證

- 7.1 未經城市管理處書面批准及繳交指定費用，不得轉讓哥爾夫球車的道路使用證。承讓人必須為愉景灣物業業主，以及本身未擁有哥爾夫球車，與其承讓的哥爾夫球車相關的住宅單必須為承讓人所擁有，而其所在的屋村必須設有足夠的泊車位。辦理轉讓手續時必須同時呈交有效的鄉村車輛許可證副本。



G. 有關承建商的城市規例

1. 一般規例

- 1.1 承建商受制於所有現行適用的城市規例。
- 1.2 承建商有責任確保其員工和所有分包商遵守城市規例。
- 1.3 除在城市管理處指定的收集點或經香港興業書面批准，不得在愉景灣內任何地方棄置瓦礫、泥頭和垃圾。若發現未經授權的傾倒，要負責的承建商須為每項違例繳交罰款。此外，如違例承建商在接到警告後仍未能清理所傾倒的廢料，城市管理處可採取行動，移走廢料，並且向承建商追討清理費及附加的行政費。
- 1.4 建築地盤應時常保持整潔衛生以免滋生蛇蟲鼠蟻。承建商須負責安排從地盤收集垃圾和其他廢物，並且不得在其他地方卸下或溢出，包括雨水管或下水道，或卸下或溢出入海裏。未經城市管理處許可，不得焚燒垃圾或瓦礫。
- 1.5 未經城市管理處書面許可，承建商不得飼養犬隻或其他動物。
- 1.6 未經城市管理處批准，承建商不得檢查公眾設施，或在公眾地方進行任何工程。
- 1.7 承建商須自行負責管制地盤出入通道，以及地盤內其所有財物的保安。
- 1.8 為確保承建商遵守上述1.4段和1.5段的規定，或如承建商損害了某些設施或某些服務，城市管理處職員有權為此進入承建商的建築地盤。
- 1.9 如承建商損害了任何設施或服務，城市管理處有權進行任何緊急修理或臨時的修復，並向承建商追討有關的費用。城市管理處亦可向承建商追討城市管理處及/或受影響者因此而蒙受損失的賠償。
- 1.10 承建商須遵從所有有關的香港法例，尤其是《噪音管制條例》（第400章）第6條至第9條關於建築地盤發出的噪音之規定。

2. 責任

- 2.1 任何承建商或任何其代理人或僱員在建築地盤內或在愉景灣任何地方蒙受任何損害、傷害或損失，香港興業或城市管理處均不承擔任何責任。
- 2.2 承建商必須按有關的香港法例及/或其合約購買所有保險，任何因承建商引致向香港興業和城市管理處提出的索償必須由承建商承擔。

附錄 A：有用的電話號碼

1. 城市管理處

城市管理處辦公室	☎ 2238-3601
顧客服務中心	☎ 3651-2345
城市管理處警衛室	☎ 2987-9816
會計部	☎ 2987-0636

分區管理處

明翠台及明蔚徑	☎ 2987-7806
朝暉徑	☎ 2987-6782
海峰徑、蔚陽	☎ 2987-8306
碧濤	☎ 2987-6836
畔峰	☎ 2987-5559
寶峰	☎ 2987-5711
康慧台	☎ 2987-5363
蘅峰—旭輝閣、霞暉閣及彩暉閣	☎ 2987-6002
庭安閣及寶安閣	☎ 2987-0669
曦欣閣、下蘅欣徑1-11號（單數）	☎ 2987-0465
蘅欣徑倚濤軒	☎ 2987-6137
碧濤軒（愉景灣道）	☎ 2987-0546
頤峰 第1-3座	☎ 2987-9018
第4-6座	☎ 2987-5296
第7-9座	☎ 2987-4569
愉景廣場	☎ 2987-6431
海寧居	☎ 2987-9631
海堤居	☎ 2987-0833

壁如臺	☎ 2987-4335
海藍居	☎ 2987-2833
時峰	☎ 2987-7050
海澄湖畔一段	☎ 2259-3055
海澄湖畔二段	☎ 2259-3170
尚堤客戶服務中心	☎ 2987-9801
尚堤 第1座（碧蘆）	☎ 2987-9361
第2座（珀蘆）	☎ 2987-9362
第3座（漪蘆）	☎ 2987-9327
第5座（翠蘆）	☎ 2987-9315
第6座（映蘆）	☎ 2987-9316
津堤/意堤客戶服務中心	☎ 2651-8337
津堤 第1座	☎ 2651-8366
第2及3座	☎ 2651-8368
悅堤客戶服務中心	☎ 2651-8566
意堤 第5及6座	☎ 2987-0003
第8座	☎ 2987-0005

2. 香港興業及其附屬公司

香港興業有限公司	☎ 2238-3388
愉景灣航運服務有限公司 (愉景灣航運)	☎ 2987-7351
愉景灣商業服務有限公司 (愉景商場/愉景北商場)	☎ 2987-4242 / 2987-1379
愉景灣康樂會有限公司	☎ 2987-7381
愉景灣遊艇會	☎ 2987-9591
愉景灣哥爾夫球會	☎ 2987-7273
愉景灣隧道有限公司	☎ 2980-6800
香港愉景灣酒店	☎ 2295-8288

3. 公用設施公司、政府部門和學校

中華電力有限公司 – 客戶服務熱線	☎ 2678-2678
– 緊急服務熱線	☎ 2728-8333
特爾高能源有限公司 – 蜆殼石油氣客戶服務熱線	☎ 2435-8388
水務署	☎ 2824-5000
愉景灣哥爾夫球車服務有限公司	☎ 2914-2727
慧林有限公司	☎ 2987-9368
德昌隆有限公司	☎ 2691-5315
有線電線熱線	☎ 1832-888
電訊盈科	☎ 1000
智新書院	☎ 3969-1000
聖公會偉倫小學	☎ 2987 8608
Sunshine Kindergarten	☎ 2987-8143
弘志幼稚園	☎ 2987-8088
愉景灣國際學校	☎ 2987-7331
愉景灣郵政局	☎ 2987-6046
社區會堂	☎ 2852-4338

4. 緊急救助電話

警察	☎ 999
愉景灣警署	☎ 2987-4052
愉景灣消防局及救傷車服務	☎ 2987-7502
特爾高能源有限公司 – 蜆殼石油氣 24小時緊急熱線	☎ 2322-2000



附錄 B：收費和罰款

B部1.2段

港幣2000元至15,000元不等，視乎不同屋村而定
港幣500元至2,000元不等，視乎不同屋村而定

B部，2.5段

暫停室內沖廁用水供應的行政費用：最少於三個工作天前遞交申請費港幣100元

E部，1.1段

B ii) 登記費：港幣4,017元，視乎每年調整
B iii) 道路使用證費用，視乎每年調整：
- 超過5.5噸之車輛每年港幣12,660元
- 不超過5.5噸之地盤車輛每年港幣7,235元
- 其他不超過5.5噸之車輛每年港幣5,425元

B iii) 轉讓道路使用證費用：
- \$1,000

E部，3.2段

根據1989年制定的《道路交通（私家路上泊車）規例》之附表2所列，鎖上、移走及存放車輛的罰款：
- 鎖上一部車輛 \$320
- 移走一部車輛 \$350
- 存放一部車輛 該車輛被扣留第一日後每日\$320

E部，5.1段

罰款：
- 車輛骯髒或負載物散落路面的車輛最高罰款\$3,000
- 停泊不當的車輛最高罰款\$1,000
- 未能遵從指示的車輛罰款\$1,000

E部，6.2段

護行服務費用港幣720元，視乎每年調整

F部，4.1段

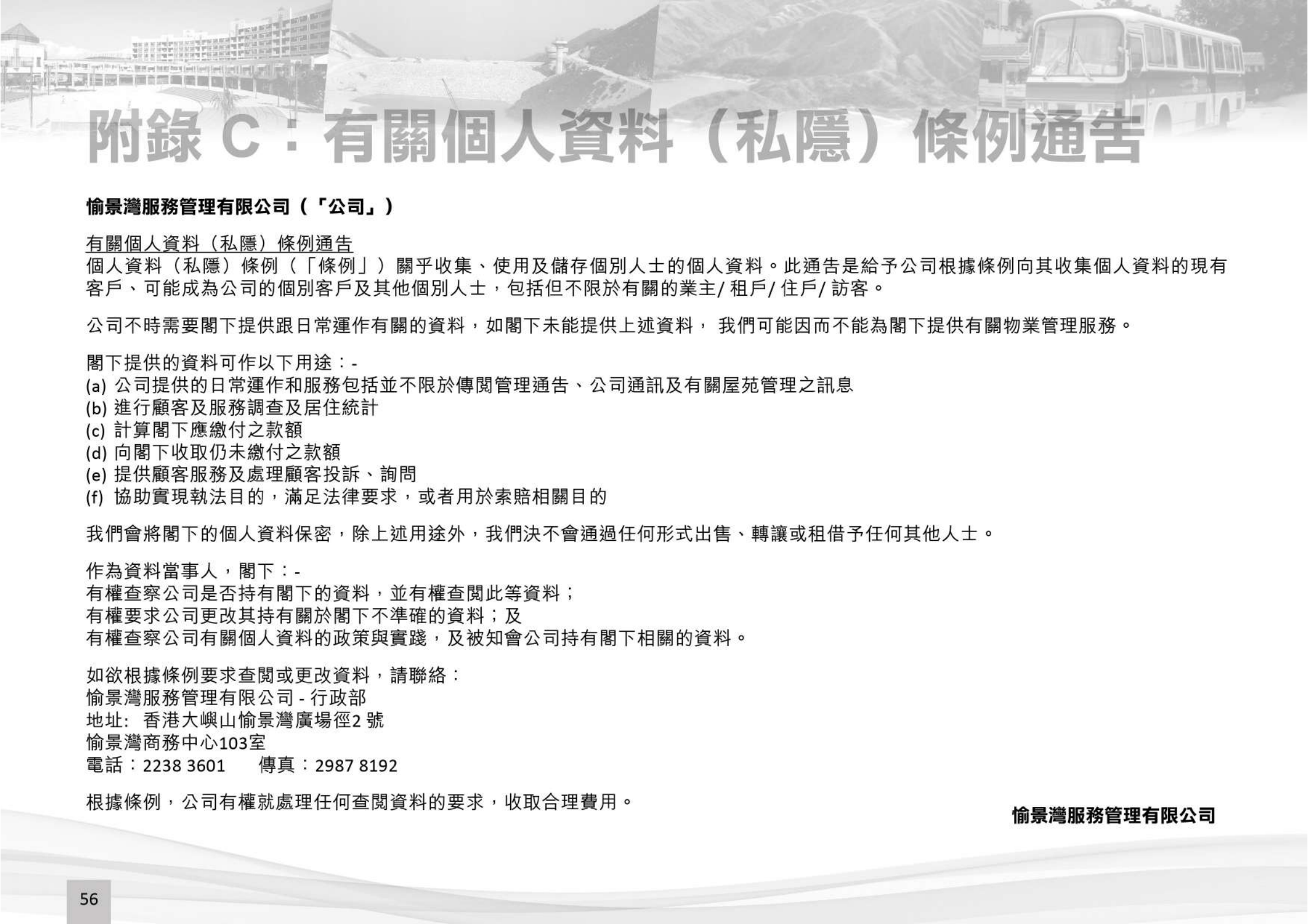
a) 哥爾夫球車的道路使用證費用每年港幣1,586元，視乎每年調整

F部，5.3段

b) 鎖上、移走及存放車輛費用
請參照E部3.2段

F部，7.1段

轉讓哥爾夫球車的道路使用證費用港幣711元，視乎每年調整



附錄 C：有關個人資料（私隱）條例通告

愉景灣服務管理有限公司（「公司」）

有關個人資料（私隱）條例通告

個人資料（私隱）條例（「條例」）關乎收集、使用及儲存個別人士的個人資料。此通告是給予公司根據條例向其收集個人資料的現有客戶、可能成為公司的個別客戶及其他個別人士，包括但不限於有關的業主/ 租戶/ 住戶/ 訪客。

公司不時需要閣下提供跟日常運作有關的資料，如閣下未能提供上述資料，我們可能因而不能為閣下提供有關物業管理服務。

閣下提供的資料可作以下用途：-

- (a) 公司提供的日常運作和服務包括並不限於傳閱管理通告、公司通訊及有關屋苑管理之訊息
- (b) 進行顧客及服務調查及居住統計
- (c) 計算閣下應繳付之款額
- (d) 向閣下收取仍未繳付之款額
- (e) 提供顧客服務及處理顧客投訴、詢問
- (f) 協助實現執法目的，滿足法律要求，或者用於索賠相關目的

我們會將閣下的個人資料保密，除上述用途外，我們決不會通過任何形式出售、轉讓或租借予任何其他人士。

作為資料當事人，閣下：-

- 有權查察公司是否持有閣下的資料，並有權查閱此等資料；
- 有權要求公司更改其持有關於閣下不準確的資料；及
- 有權查察公司有關個人資料的政策與實踐，及被知會公司持有閣下相關的資料。

如欲根據條例要求查閱或更改資料，請聯絡：

愉景灣服務管理有限公司 - 行政部
地址：香港大嶼山愉景灣廣場徑2號
愉景灣商務中心103室
電話：2238 3601 傳真：2987 8192

根據條例，公司有權就處理任何查閱資料的要求，收取合理費用。

愉景灣服務管理有限公司





Discovery Bay Services Management Limited
A Member of HKR International Group
愉景灣服務管理有限公司
香港興業國際集團成員

📍 Unit 103 Discovery Bay Office Centre, No. 2 Plaza Lane, Discovery Bay, Lantau Island HK
香港大嶼山愉景灣廣場徑二號 愉景灣商務中心103室

☎ +852 2238 3601

📠 +852 2987 8192