



Car Parking Policy at University Sports Facilities

The Centre for Sports and Exercise (CSE) operates sports facilities at the following venues: Stanley Ho Sports Centre, Flora Ho Sports Centre and Centennial Campus. There are car parking facilities at the Stanley Ho Sports Centre (81) and Flora Ho Sports Centre (22).

Due to the limited number of car parking spaces available, the CSE has introduced the following car parking policy to ensure that there are adequate spaces available at the sports facilities for members concurrently using the facilities during opening hours and in particular at peak usage times. Spaces will be available on a first-come-first-served basis and parking spaces are not guaranteed. These spaces are typically for legitimate users whilst they are actually using the sport facility, not for “casual parking”.

IMPORTANT

All vehicle drivers and road users should adhere to the statutory requirements under the Road Traffic Ordinance, Cap 374, the Road Traffic (Parking on Private Roads) Regulations Cap.374O and its subsidiary legislations, the Regulations Governing Traffic and Parking on University Estates and the parking arrangement listed below. Our parking policy is displayed at the entrance of our Sports Centres.

The CSE’s provision of car parking facilities aims to offer convenience to our members who would like to drive to the Sports Centre to use the sports facilities. Owing to the limited car parking spaces and the high demands during peak hours, members are advised to be considerate and should not park their cars when they are actually not in the Sports Centre to use the facilities.

General Parking Rules

- a. Overnight parking is not allowed unless such is approved by the CSE Director or his representatives.
- b. CSE staff will conduct patrols at each of the above-mentioned car parks on a regular basis and they have the right to immobilize and tow away any vehicles for any of the following breaches of the regulations:
 - i. parking in a space without authorization;
 - ii. parking in a position that causing hazard to other road users or causing serious obstruction
 - iii. parking in a non-designated parking space/against “No Parking” road marking/against traffic flow in a one-way carriageway.
- c. When unauthorized parking case is found, the following steps will be taken:
 - i. Car owners may be given a warning by means of a warning notice. Such offence will be kept in the CSE’s records for future reference.
 - ii. Car owners who violated the parking rule shall have their cars clamped by CSE staff and they shall have to settle a penalty fee for de-clamping the cars.
 - iii. If the car owner of the clamped car does not come nor settle the penalty fee within 3 days after their cars are clamped, the CSE may tow the cars concerned away from the Centre and the car owner shall be responsible for all the fees involved in the towing/storage process.
- d. CSE also reserves the right to tow away/remove any vehicle considered by the Director of CSE likely to become hazardous to other vehicles or occupants of the building(s), or which does not display valid vehicle license, and to recover the costs incurred from the owner of the vehicle.
- e. CSE shall not be liable for any damage to vehicles, arising from its removal or immobilization.

- f. Any driver and/or owner of a vehicle causing damage to property on the Sports Centre shall bear the liability and compensate the CSE.
- g. CSE shall not be liable for any theft of or loss of or damage to a vehicle or any of the accessories or contents of a vehicle parked on the Sports Centre whether caused through the negligence or breach of contract committed by the CSE or its staff. Neither will it be accountable for injury to persons in a vehicle while it is on the Sports Centre.
- h. Vehicle driver must not do anything that may cause fire risks or other hazards (e.g. excess speed) or inconvenience to the University or other users (determined solely by CSE staff).
- i. Before the owner of any vehicle authorizes a garage to tow it away, he or she must first inform the CSE reception staff.
- j. When the car parking spaces in the Sports Centre are apparently full, the CSE may prohibit other vehicles from entering that area.
- k. CSE's representative may refuse a vehicle to enter the Sports Centre if it or the driver violates the Regulations. CSE's representative may also refuse a vehicle or a particular class of vehicle to enter the Sports Centre or any part thereof due to security or safety reasons.
- l. All vehicle drivers/owners must follow the directions of the CSE staff immediately and at all times. Failing to do so, or not maintaining appropriate behavior (as judged by CSE staff) may lead such persons being required to immediately leave the facility and/or longer-term suspension of parking and/or facility user privileges.
- m. Drivers of vehicles must NOT park or block "drop-off areas" – these areas are for IMMEDIATE drop-off/pick-up only. Any drivers parking/waiting at these areas must desist and immediately comply with CSE staff requests to move (either park in a correct space or leave). Non-compliance may result in being asked to immediately leave the facility and/or longer-term suspension of parking or facility use.
- n. Drivers of vehicles are asked not to park on any road/pathway along Sha Wan Drive and/or not to block the area near the SHSC entrance/exit by dropping-off/picking-up persons immediately in front of (or close to) the entrance/exit gates.
- o. A vehicle shall only be parked properly within a marked parking space. Motorcycles shall only be parked in a designated space if available.
- p. Drivers should switch off idling engines to minimize air pollution.
- q. Bicycles are required to be parked at the bicycle rack provided at the Stanley Ho Sports Centre.

Eligibility

1. Stanley Ho Sports Centre (SHSC)

- a. Subject to availability and the payment of required car parking fees, CSE sports members (except for full time students of HKU / HKU- SPACE / Centennial College CSE Sports Member aged at 19 or above / Dependents of all types of sports members) who are using the sports facilities are permitted to park in the car parks at the Stanley Ho during normal opening hours free of charge for an accumulated duration of only 3 hours per day (please refer to point (b) below for additional conditions for Tenant Sports Adult Members). Parking fee will be applied if the parking hour exceeds 3 hours per day, please check out the parking fee from the Parking fee Section. Note: the CSE reserves the right to adjust parking durations and fees without warning.
- b. Tenant sports members are entitled to have free parking for an accumulated duration of only 3 hours during the opening hours from Monday to Friday and till 13:00 on Saturday. Tenant sports members who would like to use the car parking facilities at any times outside the aforesaid periods however are required to pay the member parking fee.
- c. Due to limited number of car parking spaces available, any external request for car parking spaces has to be sought via approval from the Facility Management Team with at least 3 working days in advance. A QR-code will be issued to the driver to gain entry and exit to the car park. However, cars having approval to park will NOT have any designated spaces reserved for them, as the parking spaces are provided on a first-come-first-served basis. Parking fee of the approved cars will have to be paid by the hirer on or before the hiring day(s). Drivers have to pay additional parking fee if any cars park beyond

the approved period.

- d. Disabled drivers who possess a disabled label issued by the Transport Department shall be granted a discount of 50% of the parking fee at the Sports Centre. However, these drivers have to press the intercom at the entry barrier to get assistance from the duty receptionists. Otherwise, normal parking fees will be applied.

2. Flora Ho Sports Centre (FHSC)

- a. Subject to availability, CSE sports members who are using the sports facilities are permitted to park in the car parks at the Flora Ho Sports Centre during normal opening hours (please further see point (b) below for the additional condition for Tenant Sports Members). Members are required to make the parking request to the receptionist each time they visit for sports use.
- b. Tenant sports members are entitled to have free parking at the Flora Ho Sports Centre during its opening hour from Monday to Friday) and till 13:00 on Saturday. It is required to make the parking request to the receptionist each time they visit for sports use. Tenant sports members who would like to use the car parking facilities at any times outside the aforesaid periods however are required to pay the member parking fee at the reception counter.
- c. External groups are not entitled to park their cars in the car parks at the Flora Ho Sports Centre unless special prior permission is given by the Facility Management Team. Designated parking spaces may not be provided to such external users.
- d. Disabled drivers of external groups who possess the disabled label issued by the Transport Department shall be granted a discount of 50% of the parking fee at the Sports Centre upon the approval of the parking by the Facility Management Team.

Parking Fee

Stanley Ho Sports Centre (SHSC)

1. Sports Members Parking

Parking fees have to be settled by Octopus ONLY. The charges and duration of parking will be subject to changes without prior notification. Fractions of a half-hour shall be counted as a full half-hour.

Sports Adult Member (Staff, Alumni, Community Member, Tenant Member and Senior Citizen)

Time	Charges \$	Remarks
0 – 3 hours	Free	Parking duration is accumulated with unlimited re-entry
After 3 hours:		
First & thereafter half hour	\$30	Payment via Octopus at exit gate

2. Parking for external hirers

Car parking allocation is subject to the approval of the Facility Management Team. All approved car(s) has/have to pay a standard car parking fee of \$15.00 per 1/2 hour for the duration parked at the Sports Centre. Should allocation be approved, hirers must send the car registration number(s) to csecarparking@hku.hk with **at least 3 working days in advance** to gain approval from Facility Management Team.

The External hirer will be given QR code(s) for the approved cars that are used for the access and egress of the carpark facilities. If parking exceeds the approved parking period, the driver has to pay Non-Member parking fee via Octopus.

3. Non-Member Parking (without prior approval)

For those who have not got the approval to park their cars at the Sports Centre must pay the car parking fee according to the following table. The charges and duration of parking will be subject to changes without prior notification. Fraction of a half hour shall be counted as half hour.

Time	Charges \$	Remarks
First 5 mins	\$5	No Grace period
First & thereafter half hour (once 5 mins exceeded)	\$30	

Special Scenario

1. If the driver's Octopus card has a negative balance/inadequate amount but wishes to park the car at Stanley Ho Sports Centre
 - Before leaving the Centre, the driver has to present his/her Octopus with deficit amount to the receptionist at the reception counter and pay the required parking fee via a Credit card/PayWave/Google Pay. Otherwise, \$50 administration charge is applied if he/she requires the receptionist to collect the parking fee at the exit car barrier (the administration fee may be changed without notice).
 - Once the parking fee has been paid, the driver has to leave the Sports Centre immediately; otherwise, additional parking charges will be levied.

Flora Ho Sports Centre (FHSC)

All non-members of the CSE who have got the approval to park their cars at the Flora Ho Sports Centre must pay a standard car parking fee of \$15.00 per ½ hour by Octopus / Credit cards / PayWave / Google Pay. Fraction of a half-hour shall be counted as a full half-hour. Car parking allocation is subject to approval of the Facility Management Team (designated parking spaces may not be provided). Should allocation be approved, hirers must send the car registration number(s) with **at least 3 working days in advance** via email to csecarparking@hku.hk

Parking Procedure in Flora Ho Sports Centre:

1. Driver has to firstly park the car at Flora Ho car park and then report their arrival at the reception counter located at the main entrance of Flora Ho Sports Centre.
2. After verifying the eligibility of parking, the receptionist will collect parking fee if applicable and record the parking request.
3. Any parking exceeding the approved duration will be subject to extra parking fee charges and resulted for disapproval of future parking at the Flora Ho Sports Centre.

Further information

While these arrangements are designed to protect the interests of the CSE sports members, further information or clarification of the above can be obtained from the General Office of the CSE (Tel: 2817 4046).

The CSE reserves the right to update or modify any of the above terms, conditions, fees, or durations at any time without prior notice.