Our Ref.: CP-UPML/7.1/046/19

18th February 2019

Cyberport Notice to
All Companies & Retail Tenants at Cyberport

Dear Companies & Retail Tenants at Cyberport,

Cyberport – Application for License Renewal of Cyberport Tenant Bus Service 2019

Thank you for your support of Cyberport Tenant Bus Service. Please be noted that the current Tenant Bus Service operating licence will be expired on 31st March 2019. As required by the Transport Department of HKSAR Government, we solicit your help to complete the attached form so that we can prepare to process the new license application. You may also find the current bus services (route & schedule) attached for your reference.

Please note that each company needs to fill in **1 set** of attached Annex A form only. As the Transport Department ONLY accept **original document**, please return the original copy of completed form to any of our Customer Service Counters **by hand** on or before 1st March 2019 (Friday). You may find the attached sample for your easy reference.

To continue to ride on the Cyberport Tenant Bus Service, you are cordially reminded to fill the relevant document for our further processing. If we don't receive your signed document, we will assume your staff no longer interested in taking the tenant bus and our staff reserves the right to refuse any of the unregistered staff to use the bus service.

Should you have any enquiries, please feel free to contact our Customer Services Department.

Yours faithfully,

Johnson Cheung
Customer Services Department, Facility Management
Cyberport Facilities Management Office
Tel : 3166 3111
Fax : 3166 3100
Email : cs@cyberport.com.hk

cc : TL/MS/BY – UPML

If you do not wish to receive any promotional material from us, please reply to: facility@cyberport.hk stating the email address (es) you wish to unsubscribe. Thank you!