



To : Discovery Bay City Management Office  
致：愉景灣城市管理處

Re : Request for Suspension of Electricity Supply

From \_\_\_\_\_ hrs to \_\_\_\_\_ hrs on \_\_\_\_\_ (Date). I/We, the Undersigned, being the owner/tenant/decoration contractor of \_\_\_\_\_ (Unit), hereby request for suspension of electricity supply during the above specified hours in order to carry out internal repairs. I/We agree to pay the handling charge of HK\$100\* if demanded and will be responsible for any damage caused anywhere as a result of such inhouse electrical fault.

有關：申請暫停電力供應

本人為 \_\_\_\_\_ (單位地址)之業主 /租客 / 裝修承辦商，茲因內部裝修需要，特別要求於 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日 上/下午 \_\_\_\_\_ 時 \_\_\_\_\_ 分至上/下午 \_\_\_\_\_ 時 \_\_\_\_\_ 分暫停電力供應。本人在要求下亦願意繳付港幣壹佰元手續費\*，並承擔如因此單位內之電力毛病而引致任何地方損毀之責任。

Name in Block:

姓名(正楷) \_\_\_\_\_

Name of Contractor:

裝修公司名稱 \_\_\_\_\_

Contact Tel. No.:

聯絡電話 \_\_\_\_\_

Signature:

簽署 \_\_\_\_\_

Date:

日期 \_\_\_\_\_

*\*Remarks 備註*

The handling charge will be subject to the discretion of City Management.

由城市管理處決定是否收取手續費。

\*\*\*\*\*

**FOR OFFICE USE ONLY**

Confirmed with \_\_\_\_\_ (Est.) by \_\_\_\_\_ (Admin.) Date: \_\_\_\_\_

Approved by : \_\_\_\_\_ Date: \_\_\_\_\_

Refer to Notice: CM/ / \_\_\_\_\_ Date: \_\_\_\_\_

Cash / Cheque (Cheque No. \_\_\_\_\_) Receipt No. \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_