

Application Form for Waiving of Dial-a-Ride Service Surcharge



香港復康會
The Hong Kong Society
for Rehabilitation
復康巴士
Rehabus

Notes to Applicants

1. For details of the Dial-a-Ride service surcharges and its waiving mechanism, please refer to “Dial-a-Ride Service Surcharges and Waiving Mechanism” (FED/10) on our website at <http://www.rehabsociety.org.hk> (select [Our Services] [Transport & Travel][Rehabus Service][Form Download]).
2. **This application form and relevant supporting documents must be submitted by the end of the month in which the payment notice is received. Late applications will not be considered.**

Application Information

Name of organization / individual user: _____

^ Account No. : _____
(Organization user)

^ Identity Card No. :

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(Individual user) (Prefix and the first 4 digits)

^ Please fill-in as appropriate

Date scheduled for service	Time scheduled for service	No. of vehicle involved	Booking Reference No.

(Use a separate sheet if necessary)

Type of Surcharge involved:

- Cancellation charge : Date & time of cancellation request: _____
- Charge for cancellation of remote booking : Date & time of cancellation request: _____
- Charge for not providing/changing schedule : Date & time of providing/changing schedule: _____

Justifications:

- Sickness/hospitalization of passenger (please provide valid supporting documents, such as medical certificates/hospitalization documents)
- Typhoon Signal No. 3 or above / Red or Black Rainstorm Signal: _____
(Since Rehabus services will only be suspended when Typhoon Signal No. 8 or above or Black Rainstorm Signal is hoisted, you should indicate your intention whether to use the service during the hoisting of Typhoon Signal No. 3 or Red Rainstorm Signal at the time of booking or indicate such intention in the schedule.)
- Other reason(s) (please specify and provide valid supporting documents): _____

Signature of Applicant:
(with organization chop if applicable)

Date:

Fax No. for receiving reply:

Reply by Rehabus

To: The applicant

- Your application for waiving of surcharge is accepted and the charge is waived.
- Your application for waiving of surcharge is unjustified and the charge is payable.

Approved by:

Transport Manager

Accounting Officer

Date