

**Advance Order Form for G200 Recycled Rockfill
for Non-public Works Projects**

(Please see notes to applicants on p.2 before filling the Form.)

To : Chief Engineer/Fill Management, CEDD (Fax : 2714 9481 or email address : recycledaggregates@cedd.gov.hk)

Contract No. :	Company :
Contract Title :	Location of Works Area :
	Company Address :
Contract Person:	Signature of Supervisory Staff :
Tel :	Name : Tel :
Fax :	Post Title : Fax :
Email :	Date :

Requested Quantity of G200 Recycled Rockfill (tonnes)	Collection Date	Application*	Accepted Quantity (tonnes) (for official use)

* Please indicate the application of G200 recycled rockfill with number:

1. Granular filling material
4. Filter

2. Drainage
5. Others (Please specify)

3. Hardcore

Place of Collection: Tseung Kwan O Area 137 Fill Bank
Collection Method: Truck

Please tick the appropriate box with regard to the usage of the requested G200 recycled rockfill:

- Permanent works Temporary works

Reply to this order form via (please select one):

- By email By fax

By signing below, I agree and understand the “Notes to applicants” appended to this Form and the “Flow Chart for the Ordering and Collection of G200 Recycled Rockfill for Non-public Works Projects”.

Signature of Architect’s Representative

Full Name

Authorised Chop

Date

-<<For official use for accepted order >>-

Please RECONFIRM your collection by telephone at 2762 5592 on <u>2 working days</u> before EACH collection date i.e. _____. Collection without reconfirmation may not be served. Remark:	Advance Order Serial No. :
	Name of Officer :
	Signature :
	Date :

-----<<Collection information to be completed by customer for accepted order>>-----

1. Please bear this Form and the receipt of payment to the Demand Note, or their photocopies, for collection of G200 recycled rockfill upon arrival at Fill Bank. One set of copy is required for each vehicle. Please indicate vehicle registration number in the box on the right.	<i>(Original Mark of a Chop)</i>
2. This Form or its photocopy must be stamped with an authorised chop and signed by the supervisory staff (same as the above).	<i>(Vehicle Registration No.)</i>
3. A computer printout will be issued to the bearer of this Form upon delivery of the G200 recycled rockfill to record the collection data.	<i>(Signature of Supervisory Staff – same as the above)</i>

Notes to applicants:

1. This Form is for advance order of G200 recycled rockfill for **non-public works projects** from the Fill Bank managed by the Fill Management Division of CEDD.
2. Please submit the completed Form by fax to Chief Engineer/Fill Management, CEDD at least **6 working days** before collection. No verbal ordering will be entertained.
3. Please **RECONFIRM** your advance orders by telephone at 2762 5592 on **2 working days** before **EACH** collection date. Collection without reconfirmation may not be served.
4. There is an associated material handling cost at the Fill Bank (including government administrative cost) of about HK\$40 per tonne for the supply of the G200 recycled rockfill.
5. The associated material handling cost shall be settled duly before collection in accordance with the Demand Note to be issued after the acceptance of the order by CEDD. The quantity of collection could not be changed once accepted by CEDD and the cost is non-refundable once settled. The applicants shall note that the actual collection quantity may vary with the accepted quantity in practice.
6. When you submit your application, please attach the photocopies of your **Business Registration Certificate** and **proof of company address** for the purpose of issuance of Demand Note.

Confirmation Hours

Mon – Fri : 09:00am – 12:00noon
02:00pm – 04:30pm