



海洋花園管理有限公司

OCEAN GARDENS MANAGEMENT CO., LTD.

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業戶意見表 Owners/ Residents Opinion Form

為提升大廈之物業管理服務質素及加強與業戶間之溝通，業戶可填寫以下意見表，提供閣下的寶貴意見將有助於我們更了解您的需要，並為大廈制訂更合適之改善計劃。

To improve the service quality of the building management and enhance the communication between management company and owners/residents, owners/residents are welcome to fill in this form. Your valuable opinions can let us know more about your needs, and contribute to our future improvements.

建議 Opinion :

姓名 Name : _____ 聯絡電話 Contact phone no. : _____

苑 Court: _____ 樓 Floor _____ 室 Unit _____

關於你個人資料的說明

1. 本表格載列的個人資料會作下列用途：

- 讓本司辦理有關事務。
- 方便本司職員與你聯絡。

如你未能提供足夠資料，我們可能無法處理及回覆你的需要。

2. 本司可能會向大廈管理委員會/管理機關（如有）互通上述事宜及提供你在本表格所填報的個人資料，以作上文第 1 段所列的用途。。

NOTES ABOUT YOUR PERSONAL DATA

1. The personal data provided in this form will be used for the following purposes:

- to carry out activities relating to the processing of your application;
- to facilitate communication between you and us.

If you do not provide sufficient information, we may not be able to process your request or respond to you.

2. You agree that your personal data as stated in this form may be disclosed to the Building Owners' Committee/ Building Management Administration (if any) in case to follow up mentioned in point 1 as above.

填妥後可摺好投入 貴大廈前台意見箱或交回海洋大廈地下控制中心。感謝 閣下的意見！Please fold it up properly and drop into your building suggestion box on front desk or return to G/F Control Room of Ocean Tower. Thank you for your opinions !

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