



自行車車位服務及使用須知

台北世界貿易中心國貿大樓公司(以下簡稱本公司)為服務國貿大樓(下稱本大樓)承租戶使用本大樓自行車停車位，特訂定本須知。

1. 本大樓自行車位僅開放給承租戶於大樓內上班之同仁登記使用。經批准後可免費使用自行車位一年。
2. 申請人經登記核准並領取自行車證編號貼條及鑰匙後，應依指定位置停放。
3. 嚴禁於人行道及車道上騎乘自行車，抵達大樓週邊時，請以下車牽行方式移動至停車位停放。
4. 登記核准後，本大樓將免費提供停車位，一個車位備有一把鑰匙(鑰匙在停止使用後請歸還本大樓，如有損壞或遺失應照價賠償)。
5. 開放時間：週一~週五上午8時至夜間12時(假日不開放)。
6. 本大樓於B1設有男/女淋浴間，歡迎前往使用(開放時間同上)。
7. 自行車停放區備有3輛公務車，可供大樓承租戶免費借用至大樓週邊洽公使用，服務時間：週一至週五上午08:00~12:00/下午13:30~17:30(國定假日除外)，借用方式請洽現場服務人員。
8. 本項服務僅在提供自行車停放處所，本大樓不負保管之責，停放期間車輛如有遺失或損壞，本大樓不負賠償之責。
10. 自行車位數量有限，為避免影響他人使用權益，使用期間如未能遵守本大樓相關管理規則或未能充分使用(例如經常空置或久置不動)，本大樓有權終止本項服務，敬請配合。
11. 如有相關疑問或建議，請洽本大樓客服專線：(02)2757-6666。
12. 本須知經本公司核定後實施，修正時亦同。



WTC Corporation

Instructions to Bicycle Parking Space Service and Access

The following instructions are enacted by Taipei World Trade Center International Trade Building (“the building”) for WTC’s lessees using the bicycle parking spaces:

1. Bicycle parking spaces are only available for employees working inside the Building.
2. Upon approval of registration, a bicycle ID No. and key will be assigned. Please park your bicycle in the designated space.
3. Please do not ride on the pathway or driveway (when arriving at the Building, please walk the bicycle into the parking space).
4. Upon approval of registration, the Building will provide the parking space without charge. One space will be assigned with one key. (Please return the key to the Building if you no longer need it. In the case of damage or loss, please compensate at the same price.)
5. Opening hours: Monday to Friday from 8:00AM to 12:00AM (excluding national holidays).
6. B1 of the Building is equipped with a shower room for gentlemen/ladies. Please make good use of it (opening hours as same as above).
7. Three business vehicles are available at the bicycle parking lot for Building tenants who wish to visit neighboring businesses free of charge. The service hours start from 8:00 to 12:00/13:30~17:30, on Mondays ~ Fridays (excluding national holidays). Please contact the on-site service attendants for vehicle use.
8. Parking space is provided for your convenience. The Building assumes no responsibility for loss or damage to parked vehicles.
9. Due to limited bicycle parking spaces, failure to comply with the Building’s management regulations and usage requirements (frequently vacant or parking permanently) and thereby affecting others’ rights, the Building has the right to terminate this service. Please comply with the requirements accordingly.
10. For any questions or suggestions, please contact the Building’s customer service at (02)2757-6666.
11. The Criteria herein is enforced from the date of its announcement. The same shall apply in case of any amendment to the Criteria.