

Our Ref.: JLL/CYBT/2024/C/2745

24th May 2024

**Notice to
All Tenants at Smart-Space**

Dear Sir/Madam,

Cyberport – Unauthorized removal and use of personal belongings

Recently, it has come to our attention that individuals have been entering designated private areas and removing or using users' personal belongings without permission. This behavior is unacceptable and contravenes the harmonious environment we strive to maintain at our Smart Space Center.

According to House Rules, licensees are responsible for keeping the premises in good and tidy condition. Licensees are advised to use the lockers and pedestals provided to properly store your personal properties.

With the joint effort of the Smart-Space Community, we can continue to make Smart-Space a more work-friendly environment.

Please be reminded that unauthorized removal and use of personal belongings is not allowed. We urge all tenants to respect each other's privacy and belongings.

Should you have any enquiries, please feel free to contact our Customer Services Hotline at 3166 3111.

Yours faithfully,

Cyberport Facilities Management Office

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Welcome to use Cyberport Customer Service Portal!

<https://service.cyberport.hk/csp>

