

THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. _____

Name of Estate: _____

APPLICATION FOR THE USE OF FACILITIES

Type of Facilities: _____

Date: _____

Barbeque Pit	<input type="checkbox"/>	S\$_____ fees plus S\$_____ refundable deposit payable upon approval.
Communal Room	<input type="checkbox"/>	S\$_____ refundable deposit payable upon approval (for functions) S\$_____ for use of table soccer game (to register at guardhouse)
Common Lobbies	<input type="checkbox"/>	S\$_____ refundable deposit payable upon approval (for functions)
Others: Chairs	<input type="checkbox"/>	Qty: _____ Tables: <input type="checkbox"/> Qty: _____
Other equipment/s: _____		
Remarks: Please tick <input checked="" type="checkbox"/> in appropriate boxes. No cash will be accepted. All cheques to be made payable to "MCST _____". No receipt will be issued. Application will be on first come first serve basis. Cheques will only be refunded after area inspection conducted by the Management found to be satisfactory.		

Name of Resident: _____ Unit No: _____

Contact No: _____ (res) _____ (mobile)

Date / Day required: _____ Time: _____ to _____

Type of event: _____

Expected Guests: _____ person/s.

(If more than 10 persons please submit name list to the Guardhouse at least 2 days before the actual event. Please ensure that your guest park in the visitors lot. In the event that visitors' lots are full, cars are to be parked outside the estate).

I agree to abide the rules and regulations of the Management Corporation as stipulated in the By-Laws of the estate and I will be responsible for the conduct and behavior of my guests whilst they are in the premises. I will ensure that at the end of the event, I will make good all the conditions of the facilities and equipments used including the cleanliness and the general condition of the common areas or my deposit will forfeited and I will also bear any excessive cost incurred to any damages to other common properties if proven due to my negligence.

Signature / Date

<u>For Official Use:</u>	<i>Approved / Not Approved</i>
Cheque No. _____	(Receiced)
Amount: _____	
Received By: _____	Date: _____
Refunded to: _____	Date: _____
Cheque No: _____	