

THE MANAGEMENT COUNCIL STRATA TITLE PLAN NO. _____

Name of Estate: _____

IN / OUT

APPLICATIONS FOR BULK DELIVERY AND HOUSE RELOCATION

Owner Tenant **Please Tick (√)**

Name : _____

No & Unit : _____

Contact No : (H) _____ (O) _____

(PG) _____ (HP) _____

Date of Removal: 1st session / 2nd session _____

Contractor

Name : _____

Address : _____

Co Regn No. : _____

Contact No. : _____

Terms & Conditions

1. Deposit

Owner/Residents shall pay a deposit (by cheque) of \$_____ upon application. The cheque shall be made in favour of **“The Management Corporation Strata Title Plan No____** before permission is granted for the delivery/removal works to commence.

Such deposit will be refunded to the Owner/Residents when the Management is satisfied that the Owners/Residents or their appointed contractors have not damages any common areas, left debris or caused any inconvenience to the building for which the Management would have incurred cost to rectify.

Should the expenses of such rectification exceed the deposit, the Owner/Residents concerned shall be liable to pay the differences.

2. Removing Hours

Bulk deliveries and house removals should be carried out on the following hours:

Mondays to Fridays	1 st Session from 9.00am to 1.30pm
	2 nd Session from 1.30pm to 6.00pm
Saturdays	Strictly from 9.00 am to 1.00 pm

No works are to be carried out on Sundays and Public Holidays

3. Lift/Staircase

All deliveries/removals and workmen should use only designated lifts and staircase so as not to cause inconvenience to the Owner/Residents. Only one lift may be used for removal purposes. Owners/Residents must ensure that proper measures are taken to protect the lifts and other common property during any bulk deliveries or house removal works.

4. Debris/Cleanliness

In the event the debris is not cleared quickly or any of the common property is damaged, the Management reserves the right to remove such debris and affect all necessary repairs on the account of the Owner/Residents. The cost of such removal or repaired shall be deducted from the deposit.

I have read and confirm my acceptance of the terms and conditions herein and shall be liable for the breach of any such terms and conditions.

_____ Date
Name & Signature

<p><u>For Official Use</u></p> <p>Deposit Cash/Cheque No. _____ Amount: _____ Date: _____</p> <p>Receipt No: _____ Issue by: _____</p>

<p><u>Refund of Deposit</u></p> <p>Receipt/Cheque No: _____</p> <p>Name of Recipient: _____</p> <p>_____ Signature</p> <p>_____ Date</p>
