

BUTTERWORTH 8

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2934

6 Butterworth Lane #B1-07, Singapore 439422
Tel: 6747 3184, 6747 5013 (Guardhouse) Fax: 6747 3194
Email: bw8mgt@outlook.sg Website: http://www.butterworth8.sg/

APPLICATION FOR * MOVING-IN/ MOVING OUT

Name of Resident: (Owner/ Tenant): _____

Block / Unit No: _____

Date of Commencement: _____ Time: _____

Particular of Contractor

Company: _____ Person in Charge: _____

Contact No: (Office) _____ (Mobile) _____

I confirm that I have read the Rules and Regulation governing House Removal and enclosed herewith a cheque of \$1,000.00 (payable to "The Management Corporation Strata Plan No. 2934") as security deposit.

I understand that this deposit will be refunded to me upon completion of work if no claim is made against me and I shall be responsible for the contractor(s) action and behaviour.

By signing this application form I/we expressively give consent to the management collecting, using & disclosing personal data provided in the form for the purposes of estate management and future communication related to this estate.

Name: _____
Resident Signature & Date

***FOR OFFICIAL USE Moving In / Moving out**

The Bearer of this note is authorised to have access to BUTTERWORTH 8 to do moving works at:

Block / Unit No: _____

Date of Commencement: _____ Time: _____

Deposit collected: \$1,000.00 () By Cash/ Receipt No _____

() By Cheque / Cheque No _____

(Name & signature of approving officer) _____ date _____

Refund of deposit

I acknowledged receipt of refunded deposit Cheque No: _____ Amount: _____

Received By _____ Date _____



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TERMS & CONDITIONS

1) Working Hours

Bulk deliveries and house removal should be carried out during the following hours:

Mondays to Fridays	:	9.00 am to 5.00 pm
Saturdays	:	9.00 am to 12.00 pm
Sunday & Public Holiday	:	No Moving Allowed

2) Deposit

The applicant shall pay a deposit of **\$1,000.00** which will be refunded subject to the compliance of all the conditions stated herein and to all claims by the Management for damaged to the common properties and properties of the residents in the condominium. In the event of the deposit being insufficient to meet the Management's claim, the applicant and the company in which he is acting on its behalf, shall be forfeited if any of the conditions stated herein are not complied with.

3) Security

All workers of the applicant's company and that of its listed sub-contractors shall surrender their identification documents to the security staff at the Guard House in exchange for security passes and memos. Those who refuse to surrender their identification document shall be refused access into the condominium.

The applicant shall be responsible for the good conduct and behaviour of all workers of his company and that of its listed sub-contractors while they are in the condominium compound.

No worker shall be allowed to loiter in any other place other than the apartment unit concerned.

Any worker found misbehaving or refusing to comply with the security procedures will be removed from the condominium and barred from entry.

All workers shall display the security passes at all times while in the condominium compound.

4) Lift

The applicant shall ensure that adequate protection is given to the lift wall and flooring when conveying heavy or bulky materials to and from the apartment unit.

5) Cleanliness

The applicant shall maintain the general cleanliness of the common area used by his worker.

He shall cause the area dirtied by his worker be cleaned up immediately to the satisfaction of the Management.

No debris is allowed to be placed in the common area.

All debris must be removed from site upon completion of work.

The Management in its absolute discretion reserves the right to reject any application and revoke any permit granted. The Management shall not be liable for any damage arising from the rejection of the application.

Please sign this agreement to the terms and conditions for bulk deliveries and house removal and return one copy to the Management Office.