



MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3850

APPLICATION FORM – REMOTE CONTROL & CARPARK LABEL

I/We* wish to apply for Remote Control : _____
 Carpark Label (1st Vehicle No. _____)

Name of Applicant(s) : _____ (Owner / Tenant)*
(This form must be signed by owner at Section C if applicant is/are a tenant)

Unit No. _____ Email _____

Contact No. (H) _____ (HP) _____ (Fax) _____

By signing this application form I/We expressly 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.

Section A : Remote Control (new/replacement)

<p>I / We* like to apply for new/replacement Remote Control and agreed to pay \$80/-</p> <p>_____</p> <p>Applicant Signature / Date</p>	<p>For Official Use:</p> <p>Issued By / Date : _____</p> <p>Amount Collected: _____</p> <p>_____</p> <p>Signature / Date :</p>
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Section B : Carpark Label (for 1st Vehicle)

<p>I / We* like to apply for carpark label for our 1st vehicle (no. _____) be parked in the estate. A \$10/- administration fee will be charged.</p> <p>_____</p> <p>Applicant Signature / Date</p>	<p>For Official Use:</p> <p>Label Issued (No.) : _____</p> <p>Issue By : _____</p> <p>Amount Collected: _____</p> <p>Date : _____</p>
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Section C : Owner's Verification

<p>I / We* _____ owner of unit no. _____ confirmed that the above applicant is/are* my tenant from _____ to _____</p> <p>_____ (Signature / Date)</p>

*Delete as appropriate



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RULES AND REGULATIONS

(Extract From Resident's Handbook & By-Laws)

E. Car Parking

1. Parking Arrangement For Car Owners

- 1.1 Each Unit is entitled to One (1) parking lot only and will be given One (1) gate remote control and One (1) car park label free-of-charge.
- 1.2 The gate remote control and car park label issued is non-transferable.
- 1.3 Car park label must be prominently displayed on the left end of the windscreen of the car for easy identification.
- 1.4 The Subsidiary Proprietor or Resident shall be responsible to submit their current car ownership status to the Management upon completion of prescribed form. Please refer to Appendix 3.
- 1.5 A surcharge of S\$80.00 (non refundable) will be imposed for replacement of lost/damaged gate remote control.
- 1.6 The Subsidiary Proprietor has to produce a letter declaring the lost of car park label to the Management before a replacement will be issued.
- 1.7 A replacement cost of S\$10.00 will be imposed for the replacement of car park label for lost of car park label or change of vehicle number.
- 1.8 For Resident / Nominee, a letter of authorisation from the Subsidiary Proprietor and a letter declaring the lost of the gate remote control / car park label are required for submission to the Management before a replacement will be issued to them. The name and identification number of the Resident / Nominee must be clearly mentioned in the authorisation letter.
- 1.9 The Subsidiary Proprietor has to return the gate remote control / car park label to the Management when the Unit is sold / leased, otherwise the fee stated in clause 1.4 will be levied to the new Subsidiary Proprietor / Resident.

2. Parking Arrangement for Visitors and Second or Subsequent Cars Owners

- 2.1 Residents with 2nd or more cars and Visitor are to look into their own parking arrangement elsewhere.

3. Application for Car Park Label is subject to the following conditions:-

- 3.1 Car Owners are to produce relevant identification to prove that they are the Resident of D'Castilia.

- 3.2 To produce photocopy of the vehicle registration details and I/C as proof of ownership.

3.3 If the vehicle is company-owned and used by the Subsidiary Proprietor / Resident, a letter from the company must be produced indicating the driver's particulars who must be a Subsidiary Proprietor / Resident.

- 3.4 To apply for a car park label, the Subsidiary Proprietor / Resident shall submit the prescribed application form (See Appendix 3) to the Management.

- 3.5 In the case of Nominee, car owners have to produce relevant identification to prove that they are Resident of D'Castilia and a letter of authorization from the Subsidiary Proprietor must be submitted together with the application form.



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3.6 Subsidiary Proprietor shall be responsible for any damage caused to the Common Property by their Nominees and shall bear all costs for making good the Common Property incurred by the Management.

4.Speed and Height Limit

4.1 Maximum speed and height limit for car park are 10km/hr and 2.1 m respectively.

5.Others

5.1 All vehicles shall be driven and parked in accordance with the Singapore Highway Code. All car park directional and road signs must be strictly complied with.

5.2 Only motorcycles, cars, small vans and other light vehicles classified as Class 2 and 3 vehicles according to the Road Traffic Act (Chapter 276) are allowed to park in the Development.

5.3 The driver of a vehicle shall be responsible for any damage caused to the Common Property and shall bear all costs for making good to the Common Property incurred by the Management.

5.4 The Subsidiary Proprietor / Resident shall be responsible for any damage caused to the Common Property by their visitors and shall bear all costs for making good the Common Property incurred by the Management.

5.5 No major repair may be made to any vehicle parked within the estate. A "major repair" includes a repair that involves excessive noise or oil spillage.

5.6 The Management may without notice, cause any vehicles found parked in a lot other than a designated lot or in areas not drawn as parking lots to be towed away and the cost of removal (including administrative fee) shall be borne by the owner of the vehicle so removed.

5.7 All rules and regulations are subject to revision by the Management as and when it is deemed necessary.

6. Parking at Own Risk

6.1 The Management shall not be responsible for any mishaps, accidents, damage or loss to the vehicles or the fittings or contents of any vehicles parked in the car park and within the boundary of the Development.