

SPRINGVALE

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2145

APPLICATION OF ACCESS (PROXIMITY) CARD

SECTION I: TO BE COMPLETED BY APPLICANT

Type of Card Applied : New (Fee : \$30/card)
 Replacement for ___ lost/damaged card (Fee : \$30/card)
 Additional ___ nos (Fee : \$30/card)

Name: _____ (Owner / Tenant)* Unit No.: _____

Contact:(H) _____ (HP) _____ (Email) _____

Documents Required

(Please tick) :

() Owner –Proof of resident e.g. NRIC

() tenant –tenancy agreement or owner’s verification(Section II)

I enclosed my cheque no. _____ of S\$ _____ being payment of _____ nos. of access card(s).

Cheque made payable to:”MCST Plan No. 2145”

I declare that all particulars given by me are true and correct. I have read and agreed to abide by the terms and conditions governing the application of access card at Springvale.

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.

Signature: _____ Date: _____

SECTION II : OWNER'S VERIFICATION (to be filled up if the applicant of the unit is a tenant)

I / We* _____ owner of unit _____

confirmed that the above applicant is / are my tenant from _____ to _____

Signature: _____ Date: _____

SECTION III: FOR OFFICIAL USE

Fee payable (\$30/-) per Access Card. Cheque No. _____ Bank: _____

Access Card S/No. _____ *New / Addition / Replacement / Lost

Replacement / Lost Card No. _____

Total number of Access Cards issued to-date: _____ Date issued: _____

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Issued by: _____ Signature: _____

SECTION IV: ACKNOWLEDGEMENT RECEIPT OF ACCESS CARD(S)

I / We, _____, Unit _____ acknowledge receipt of _____ access card(s) no.: _____

Signature: _____ Date: _____

*Delete whichever applicable.

RULES AND REGULATIONS FOR APPLYING ACCESS CARD

1. Only owners owning an apartment unit in Springvale can apply for additional cards .
2. For tenanted units, a copy of authorisation letter from the owner is required for the purchase of access cards.
3. If the card is damaged, misplaced or lost, the cardholders must notify the management immediately.
4. The cost for an additional/replacement card is S\$30 and all reported lost card will be deleted from the system.
5. All cheque payment shall be made payable to THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2145.
6. The management shall not be liable whatever for any loss, damage, costs or expenses incurred or sustained by the cardholders including but not limited to any such damage, loss, costs, expenses or injuries arising out of theft, robbery, break-ins, accidents, vandalism or any damage or other circumstances causing any injury to the cardholder or/any damage to the said card holder's property.
7. The management shall be at liberty to add new clauses or amend existing ones as and when it deems necessary.
8. Owners / Residents are required to carry their Residence Access Cards for access to their respective blocks.
9. Care must be taken not to bend or expose their cards to sunlight for extended periods as this will affect the sensitivity of the cards.
10. Owners must surrender their Residence Access Cards to the Management for cancellation when they sell or rent their residence. No refund of the fee will be made.