



MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2871

APPLICATION FOR ACCESS CARD

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

Unit No.: _____ Email: _____

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

Section A: Card Application

<p>I / We* agreed to pay \$50/- for a new access card applied. (Full payment to be accompanied with this application).</p> <p><input type="checkbox"/> Additional access card</p> <p><input type="checkbox"/> Replacement of access card</p> <p>_____</p> <p>Applicant Signature / Date</p>	<p>For Official Use:</p> <p>Card No. _____</p> <p>Issued By : _____</p> <p>Total cards issued to-date: _____</p> <p>Date : _____</p>
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Section B: Owner's Verification (If applicant is tenant)

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

**Delete where applicable*

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.

NOTES

1. Cheque to be crossed and payable to "The MCST Plan No. 2871"
2. Declaration Letter/Police Report is required for any loss of access card.



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RULES & REGULATIONS GOVERNING ACCESS CARD

K. BY-LAWS FOR ACCESS CARD

1) The number of access card is entitled to each unit as follows;

- 1 to 2 Bedrooms – 2 access cards
- 3 Bedrooms and Penthouse – 4 access cards

2) Resident may apply for a maximum of additional access card as stated below with an administration fee of S\$50.00 per card shall be paid, subject to the approval from the Management.

Housing Type	Maximum nos. of Access cards
1 to 2 bedrooms	4 cards
3 bedrooms	8 cards
Penthouse	8 cards

- 3) When the apartment is sold, it is the responsibility of the Subsidiary Proprietor of the unit to hand over all access card to the new Subsidiary Proprietor.
- 4) All lost or damaged Access Cards must be reported immediately to the Management Office.
- 5) Additional/ New/ Replacement fee shall be **S\$50.00** per card including programming fee. This fee is subject to revision as and when the Management deems necessary.
- 6) Access card will only be issued to residents aged 12 years and above.
- 7) When a subsidiary proprietor leases out his unit, the existing access card is to be handed over to the tenant by the subsidiary proprietor.
- 8) Access card can be issued to the tenant on production of a letter of authorization from the subsidiary proprietor.