

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2958
MOONSTONE RESIDENCES

APPLICATION FOR ACCESS CARD

I/We* wish to apply for (_____ no/s) Access Card

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

NRIC No . _____ Unit No. _____

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

Email : _____

Name	Age	Relationship
1)		
2)		
3)		
4)		
5)		

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 : Replacement of Faulty/Lost Access Card

<p>I / We* would like to apply for replacement of faulty/lost access card in the estate and agreed to pay the replacement charges.</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 : Additional Access Card

<p>I / We* agreed to pay SGD\$250 per additional access card applied. (Full payment to be accompanied with this application). Maximum of additional 2 card per unit.</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 C : Owner's Verification

I / We* _____ owner of unit no. _____ confirmed that the above applicant is/are* my tenant from _____ to _____ _____ Signature & Date
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*Delete where applicable

NOTES

1. Cheque to be crossed and payable to "The MCST Plan No. 2958"
2. A copy of the Tenancy Agreement is required for tenant application.
3. Replacement of faulty access card will be charged at SGD\$30.00. Replacement of lost access card will be charged at SGD\$50.00 for the first time, SGD\$70.00 for the second time and SGD\$100.00 for third time or more. Please report lost of access cards to the Management during office hours.
4. Additional Access Card may be purchased at SGD\$250.00 per card but not exceeding 2 cards per household unit and such charge payable is non-refundable and the Management Council reserves the rights to evaluate the application and decline as deem fit.
5. Access cards are based on the quota of the unit type. (1 bedroom entitled to 2 cards, 2 bedroom entitled to 3 cards, 3 bedroom entitled to 4 cards and penthouse entitled to 5 cards).
6. All conditions listed in the House Rules on Resident Access Cards (updated as at 1 July 2013) applies.