

**THE PROMONT
MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3580**

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 \$20/- 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>
---	--

Section B: Owner's Verification (If applicant is tenant)

<p>I / We* _____ 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. 3580"
2. Declaration Letter/Police Report is required for any loss of access card or remote control.

RULES & REGULATIONS GOVERNING ACCESS CARD

As part of the security system in the development, lift access to apartment units, access to side pedestrian gate and gymnasium are granted through the use of an access card, which comes in the form of a proximity card.

1. Each apartment shall be entitled to an initial issue of resident passes free of charge. Five(5) resident passes will be allocated to each apartment unit for initial issue.
2. When the apartment is sold, it is the responsibility of the Subsidiary Proprietor of the apartment unit to hand over all access card to the new Subsidiary Proprietor.
3. All lost or damaged access card must be reported immediately to the Management office. To replace a lost or damaged access card, a letter declaring the loss or damaged of the access card is required. An administrative charge of S\$20.00 per card will be imposed. This charge is subject to revision as and when the Management deems necessary.