



**THE MANAGEMENT CORPORATION STRATA TITLE PLAN
No. 1892**

RESIDENTS REGISTRATION FOR TELEPHONY SYSTEM

Name of Owner/Tenant: _____ **Unit:** _____
(Tenant must seek owner’s signature for the form as provided below)
(Foreigner must furnish a certified true copy of work permit or passport)

Tel: _____ (R) _____ (HP) _____ (O) Fax: _____

Email: _____

Primary Telephone No. for Telephony System: _____
Failover Telephone No. for Telephony System: _____
(Mobile Numbers are acceptable if you choose to have same for intercom purpose)

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.

Name of Person Completing Form: _____

Signature: _____ Date: _____

Verification By Owner (if unit is tenanted):

- Yes, above is our tenant and information given is correct.
- No, above is not our tenant.

Signature of Owner _____ Date : _____

Name of Signatory _____

FOR OFFICIAL USE

Approved By: _____ Date: _____



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OPERATING PROCEDURE OF TELEHONY SYSTEM AT VILLAS LAGUNA

The operating procedure for the Telephone Access System is as follows: -

1. Your guest dials your block and unit numbers (e.g. 3660102 representing Block 366 #01-02)
2. Your telephone (which has been programmed into the telephony system, mobile or fixed) will ring.
3. When you answer the telephone, you will be able to communicate with your guest.
4. To release the Main Sliding Gate, press “6#” on your telephone. To release the side gate, press “1#” on your telephone. The line will auto hang up in the event of successful release.

NOTE: only 60 seconds of communication time is programmed.

Gate / Door	Release No.
Main Sliding Gate	#6
Side Gate Door	#1

5. To refuse entry, just hang up the phone.
6. Each unit is entitled to 2 numbers.
7. To inform The Management of any change of telephone numbers in so that the system can be updated.