



LETTER OF UNDERTAKING

Date: _____

Name: _____

Unit: _____

HP Contact: _____

The MCST Plan No.4136
Management Office
AZ@Paya Lebar, #01-13,
140 Paya Lebar Road
Singapore 409015

Dear Sir,

RE: UNDERTAKING FOR EXCLUSIVE (RESERVE) USE OF CAR PARK LOT AT AZ@PAYA LEBAR.

Special Resolution has been passed during the 2nd AGM on 30th Sep 2016 to allow exclusive use of car park lots at level 1, 2 and 3 of AZ @ Paya Lebar for a period of not more than 3 years at **\$192.60 per month (include GST)** subject to the mandatory terms and Conditions at Page 2 of this Letter of Undertaking

I hope to have this arrangement be made begin on _____ onward.

Thank you.

Yours faithfully,

Authorised Owner /Tenant's Signature

CEO / DIRECTOR's Signature
Company Stamp

Name: _____ (Vehicle Owner)

NRIC: _____ (Vehicle Owner)

Vehicle No. _____ Exclusive Car Park Lot No _____

TERMS AND CONDITIONS

EXCLUSIVE (RESERVE) USE OF CAR PARK LOT AT AZ@PAYA LEBAR.

- a) Unit number of company for exclusive use of car park lot will be labelled at the front of the parking lot marked with RED colour lining for ease of identification
- b) Car owners are to make minimum 2-month of advance payment including the 1st month parking fee amount to **\$577.80** (include GST) by way of cheque payable to MCST 4136
- c) Minimum of ONE (1) year exclusive season parking must signed by the applicant for exclusive season parking to enable MCST's admin to cover the cost of painting and labelling at the car park lot.
- d) Parking of maximum of three (3) vehicles for the same company is allowed at the reserved car park lot on time share basis, based on mutual concurrence internally within their company.
- e) Each shop lot is entitled to one (1) exclusive season car park lot, unless special approval is granted by the council of MCST.
- f) An AZ DECAL will be issued to each vehicle for exclusive parking with the car plate number written at the DECAL for clear identification, which shall be registered at the car park management system at the management office
- g) Priority will be given to the unit owner, where his/her office is nearest to the respective car park lot. Council decision is FINAL for the award of reserve parking lot in the event of double booking of the same car park lot.
- h) Owner is free to place the cone at the exclusive car park lot for clear identification and to report any unauthorised parking of other vehicle to management office, which the offender is liable for wheel clamping.
- i) Owner of exclusive parking is advised to make full use of the reserved lot and refrain from parking the registered vehicle at other parking lot for the avoidance of wastage of MCST car park resources. Enforcement for abuse and infringement of exclusive season parking under the current SOP apply :-
 - i) 1st time offender will be issued with reminder letter
 - ii) 2nd time offender will be wheel clamped with \$150.00 of unclamp fee payable to MCST 4136

Acknowledged by,

Authorised Owner /Tenant's Signature

CEO / DIRECTOR's Signature
Company Stamp