

Date: _____

MCST 4136
 AZ @ Paya Lebar
 140 Paya Lebar Road #01-13
 Singapore 409015

Dear Sir

APPLICATION FOR SEASON PARKING AT AZ@PAYA LEBAR

We/I* would like to apply for season parking.

Name of Subsidiary Proprietor / Occupier*:	
Mailing Address (if different from below):	
Unit Address at AZ @ Paya Lebar:	
No. of Vehicles Applying for Season Parking:	
Telephone:	

* Delete where applicable

No.	Vehicle Registration No	Type of Vehicle (Lorry/Car)	Vehicle In-vehicle Unit No.	Name of Vehicle Owner / Telephone No	**Period Applied for

** Last day of period applied for must coincide with the last day of a calendar month. Applicants will be charged the rate for the full month even though the application may be for less than a calendar month's duration.

FORM D1

Please inform Mr/Ms/Mrs* _____

(tel./fax no. _____) when our/my* application is approved.

Yours faithfully

Name, Designation & Signature

Company Stamp

* Delete where applicable

For Management Use Only	
Payment Received (Cash/Cheque*)	Application Approved/Not Approved*
Date : _____	Name:
Amount : \$ _____	Signature:
Cheque no & bank :	Date:

TERMS AND CONDITIONS FOR USE OF CAR PARK

The following terms and conditions shall apply to all users of the Car Park at AZ@Paya Lebar:

1 Schedule of Charges and Operating Hours

1.1 A Schedule of the car park charges and operating hours is annexed hereto. MCST 4136 (hereinafter called "Management") reserves the right to amend the charges and operating hours at any time.

2 Season Parking

2.1 Allocation of Season Parking

Season car parking at the common Car Park will be allocated to subsidiary proprietors/occupiers on a 'first come first serve' basis subject to availability of parking lots. The Management, however, reserves the right to vary the basis of allotment of season car parking at the common Car Park at any time.

2.1 Application for Season Car Parking

2.1.1 Subsidiary proprietors and/or occupiers may apply for season parking at the common parking facility subject to availability of the lots. Due to limited common parking facility available, each subsidiary proprietor/occupier can apply for only one lot.

2.1.2 Staff of subsidiary proprietors and occupiers is required to apply for the season parking through their employers.

2.1.3 Only 1st time applicants must each submit the Application Form of Season Parking Lot together with their crossed cheques in favour of MCST 4136 before the 28th of the preceding month in which the lots are applied for.

2.1.4 Occupiers who are not subsidiary proprietors are required to submit copies of their tenancy agreements together with their application forms.

2.1.5 For renewals, applicants only need to make their payments at the Management's office before the 28th of the preceding month.

2.1.6 The season parking lots allotted are not transferable and will be forfeited if they have been found to be used by others and/or the Management does not receive the payments by the last day of the preceding month.

2.1.7 Applicants may apply for season car parking lots for 1 month or 3 months, the minimum being 1 month. Validity period should be aligned to complete at the end of a calendar month. Full rate will be charged even if the application is for less than a month's duration. The Management's decision on the allotment of season parking sales to subsidiary proprietors or its tenants is final. The Management also reserves the right to withdraw season parking sales to each occupier.

3 Observation of Car Park Rules and Regulations

- 3.1 Common parking lots shall not be used for any recreation, storage or repair works.
- 3.2 Common parking lots are non-designated. No reservation of any common parking lots will be allowed.
- 3.3 No hearses will be allowed to enter the Estate or park on any common parking lots.
- 3.4 Observe road courtesy and all signs in the Car Park and extend their co-operation to the Security Personnel;
- Ensure no washing of vehicles in the Car Park; and
 - Observe all other rules and regulations governing the use of the Car Park as stipulated in the House Rules or as may be amended by the Management from time to time.
- 3.5 The Management reserves the right to forfeit any parking lot allotted to any vehicle owners found guilty of breaching the House Rules and any other the rules and regulations governing the use of the Car Park.

4 Damage(s) caused by Vehicle Owners / Drivers

- 4.1 All vehicle owners / drivers will be held responsible and shall indemnify the Management for any damage(s) caused by them in the Car Park.

5 Vehicles are parked at Owners' / Driver's own Risk

- 5.1 The Management accepts no responsibility for theft, loss, damage or any other misdemeanor, howsoever caused, to any vehicle, its equipment and/or contents therein whilst the vehicle is parked in the premises of AZ @ Paya Lebar. All vehicles will be parking solely at the owners' and/or the drivers' own risk.

6 Changes in Terms and Conditions

- 6.1 The Management reserves the right at any time and from time to time to add, amend, cancel or suspend such terms and conditions and rules and regulation governing the use of parking facility in the Estate or any one or more of them in respect of the use of the Car Park.

**ISSUED BY:
The Management**

TERMS AND CONDITIONS FOR USE OF CAR PARK

SCHEDULE OF CAR PARK CHARGES

Season Parking:

Type of Vehicle	Season Parking Charge
1 st Car	S\$96.30 (Incl. GST)
*2 nd Car (Subject for Approval)	S\$160.50 (Incl. GST)
*3 rd Car (Subject for Approval)	S\$160.50 (Incl. GST)
Exclusive Reserved Parking Lot (*ONLY For 2nd & 3rd Storey Unit Occupiers)	S\$192.60 (Incl. GST)

Grace Period is 15 minutes for all vehicles (i.e. no parking fees are payable if you leave the Car Park within 15 minutes of entry). Please ensure that there is sufficient fund in your cash card before you leave the Car Park.

Indiscriminate parking or unauthorized parking on reserved lots may cause your vehicle to be wheel-clamped. An administration fee of \$150.00 (exclusive of GST) will be levied for removal of the clamps.

ISSUED BY:
The Management