

LETTER OF UNDERTAKING

Date: _____

MANAGEMENT CORPORATION – STRATA TITLE PLAN NO. 4136

C/O Collier International Consultancy & Valuation (Singapore) Pte Ltd
AZ @ Paya Lebar
140 Paya Lebar Road #01-13
Singapore 409015

Dear Sirs

FULL COMPLIANCE OF AZ @ PAYA LEBAR HOUSE RULES BY OUR RENOVATION CONTRACTORS

We refer to our application to commence renovation at # _____ - _____ at AZ @ Paya Lebar.

We, the owner/tenant undertake full responsibility for the full compliance of the AZ House Rules by our renovation contractors.

Yours faithfully

Authorised Owner/Tenant's Signature

Name & Designation of Signatory

Owner/Tenant's Company Stamp

IV	DELIVER / MOVER GUIDELINES
<ol style="list-style-type: none"> 1. Permitted Hours: Mondays to Sundays and Public Holiday- 9.00am to 6.00pm 2. Appointment must be made with The Management through the application form for moving/delivery of any large items. Application has to be made at <u>least 7 days in advance</u>. The <u>application takes 3 working days</u> from the date of receipt of form for processing and approval. 3. Subsidiary proprietor/occupier shall be held responsible for their contractor's behaviour whilst in the Estate. It is the responsibility of subsidiary proprietor/occupier to provide sufficient protection to the common areas during the shifting/moving process. 4. <u>Subsidiary proprietor/occupier's contractor and their workmen must report to the Security Personnel on duty at the Security Office (next to the FCC) to exchange for contractor's passes with valid identification cards.</u> The passes issued to them must be worn at all times whilst they are in the estate. 5. <u>Subsidiary proprietor/occupier must ensure that all packing materials and carton boxes are disposed from the site by their contractor or themselves daily.</u> 6. <u>Subsidiary proprietor/occupier shall make his own arrangements to dispose of unwanted furniture/fittings and must not leave them on the common areas, especially at the corridor outside his/her unit, lobby or bin centre.</u> If such items are found at the common areas, they will be removed and the expenses incurred for removal shall be paid by the subsidiary proprietor/occupier concerned 7. The Management reserves the right to add/amend these guidelines without notice. 8. A minimum sum of S\$2,000.00 shall be deposited with The Management before the commencement of any delivery work. Cheques are to be made payable to: "MCST 4136" 	
V	UNDERTAKING BY SUBSIDIARY/OCCUPIER
<p>I agree to abide by the above guidelines and undertake to be responsible for all actions of my appointed mover/delivery company.</p>	
<p>_____</p> <p>Signature of subsidiary proprietor/occupier _____ Date</p>	
<p>Notes: Subsidiary proprietor/occupier's contractor is allowed to carry out the work within AZ @ Paya Lebar premises only after his application has been approved by the Management. Please bring along the approved application form on the date of shifting.</p> <p>Please submit the application to The Management Office at AZ @ Paya Lebar, #01-13. Singapore 409015.</p>	

REFUND OF DEPOSIT

Acknowledgement:

Date: _____

Bank/Cheque : _____

Name of representative : _____

Signature : _____