

**AZ @ PAYA LEBAR RENOVATION APPLICATION CHECKLIST**

Date of Application : \_\_\_\_\_ Unit No: \_\_\_\_\_

Owner's/Tenant's Company Name : \_\_\_\_\_

Name of Owner/Tenant's Person-in charge : \_\_\_\_\_ Hp No: \_\_\_\_\_

Renovation Contractor's Name : \_\_\_\_\_

Renovation Contractor's Person-in-charge: # \_\_\_\_\_ - \_\_\_\_\_ Hp No: \_\_\_\_\_

S/No.	Description/Drawings Submitted	Date Submitted	Remarks
1.	Bank: _____ Cheque No: _____		
2.	Renovation Application Form (B1)		
3.	Contractor Registration (B2)		
3.	CS/3 Form (Electrical Meter)		
4.	Fitting Out Works Permit (B6)		
5.	Owner/Tenant If tenant, Tenancy Agreement Yes/No?		
6.	Letter of Undertaking by Owner/Tenant (B7)		
7.	Letter of undertaking by Renovation Contractor (B8)		
8.	Public Liability Insurance (S\$2 million) <b>To indemnity MCST 4136.</b>		
9.	Work Injury Compensation		
10.	Architecture Drawing A1 Size		
11.	Fire / Sprinkler Drawing		
12.	Electrical Drawing		
13.	Air Con Drawing		
14.	Mechanical Ventilation Drawing		
15.	Plumbing Drawing endorsed by Licensed Plumber		
16.	Gas Installation Drawing		