



CAR PARKING

APPLICATION RECEIVED ON:

DATE: _____ TIME: _____

Management Corporation Strata Title Plan No .4663
 GST No.: M90372695R

Particulars of Owner / Resident

(Documentary proof of residence and vehicle ownership or entitlement to use of company registered vehicle shall be required for application of car parking label)

Name* : _____ Owner / Tenant
 Blk & Unit No. : _____
 Contact Nos. : _____ (Residence) _____ (Handphone)
 Vehicle Reg No: _____

Vehicle Make/Model: _____ Vehicle Color: _____
 *If the owner is a company, application must accompany a letter of authorisation, and application form must be signed by the authorised person with the company stamp.

Acknowledgement

We, the Owner / Tenant, herein confirm that we have read and will fully abide by the rules & regulations governing car parking of Symphony Suites, which are reproduced overleaf. We further undertake to display the car park decal, prominently on the top left (passenger side) portion of the front windscreen of our vehicle at all times whilst within Symphony Suites.

 Signature of Owner / Resident Date

(All payments by Cheque should be crossed and made payable to 'Management Corporation Strata Title Plan No. 4663')

For Official Use

Car Transponder / Decal Applied / Issued	Quantity	Unit Rate (incl. GST)	Total Cost
Replacement of Car Transponder		\$107.00	\$
Replacement of Car Decal		\$32.10	\$
Total Charges			\$

Car Decal Issued

Date of Issue: _____

Serial No: _____

Issued By: _____

Payment

Amount Received: \$ _____

Cheque No.: _____

Receipt No.: _____

Please attach cheque image for cheque payment

Received By: _____

Date: _____

Transponder Registration / Update:

Date of Registration: _____

Transponder Registered By: _____

Acknowledgement for Receipt of Transponder / Car Label

I hereby acknowledge the receipt of:

one Car Decal of the Serial No: _____

one Transponder of the Serial No: _____

Name of Recipient: _____

 Signature of Recipient Date

DATE: _____ TIME: _____

Management Corporation Strata Title Plan No. 4663
GST No.: M90372695R

RULES & REGULATIONS

Car Park lots are located at basement 1 & 2 of the development.

1. Entry into the car park and parking within the car park of the development for all vehicles shall be at the absolute discretion of the Management and subject to the rules herein and such other terms determined by the Management from time to time.
2. Residents must register their vehicle with the Management. Application for parking must be submitted to the Management Office in a prescribed form with copy of the document issued by the authority certifying ownership of vehicle and / or document of entitlement to the use of company registered vehicle or authorisation letter from the owner. For tenanted units, a copy of tenancy agreement is required to be submitted to the Management Office. Approval of parking application shall be at the sole discretion of the Management.
3. Each unit shall, subject to documentary proof of residence and ownership of vehicle or entitlement to the use of company registered vehicle, be eligible to park one vehicle within the car park of the development subject to the availability of parking lots.
4. The Management reserves the right to impose charges on visitors for the parking of their vehicles within the carpark as it deems necessary.
5. All lost or damaged car transponder must be reported immediately to the Management Office. To replace a lost or damaged car transponder, a letter declaring the loss of or damaged car transponder is required. A charge of \$100.00 (\$107.00 incl. GST) per car transponder will be imposed. This charge is subject to revision as and when the Management deems necessary.
6. All lost or damaged car decals must be reported immediately to the Management Office. To replace a lost or damaged car decal, a letter declaring the loss of or damaged car decal is required. A charge of \$30.00 (\$32.10 incl. GST) per car decal will be imposed. This charge is subject to revision as and when the Management deems necessary.
7. Vehicles parked within the car park are at the sole risk of the owners and / or drivers, and the Management will not be responsible for any loss or damage howsoever caused.
8. The height limit for basement car park is 2.1 metres.
9. Heavy vehicles are not allowed in the car park.
10. Repair or servicing of cars, storage or repair works by the Residents or their visitors are not permitted in the car park or anywhere in the common area.
11. No vehicle should be parked indiscriminately along the driveways or at any non-designated areas (e.g. in front of switch room and lift lobby etc.) or across two lots.
12. Visitors' vehicles are not permitted to park overnight within the development unless prior written notice has been given and written approval has been obtained from the Management.
13. The Management shall have the right and may at its absolute discretion immobilise by use of wheel-clamps or remove by use of tow trucks, any vehicle found parked within non-designated areas or any vehicle found parked in an indiscriminate or inconsiderate manner within the car park or development.
14. The owner / driver of a vehicle that has been immobilised / removed shall without dispute, pay all charges incurred by the Management, including any administrative fee, towing charges, incidental costs and expenses. The Management shall not be responsible for any loss or damage howsoever caused to the vehicle which has been wheel-clamped / removed or the contents therein.
15. The Management shall have the right to amend, add or delete any rules at any time as it deems fit, to regulate the use of the carpark and parking of vehicles.
16. All vehicles parked within the estate are at the sole risk of the vehicle owners, users, residents and/or visitors. The Management shall not be responsible for any loss, damage, injuries, accident or any misdemeanour howsoever caused to the vehicles and/or their contents while parked at the estate.
17. By providing your personal data (e.g. name, contact, identification etc) to us, you agree that the Management Corporation Strata Title Plan No. 4663 and its appointed agents ("Organisation") may collect, use and disclose such information for security and monitoring purposes. You further agree that such information may be disclosed to the Organisation's related corporations and third parties who provide services to the Organisation.