

GLENDALE PARK

APPLICATION OF ACCESS CARD(S) FOR SIDE GATE / GYM ROOM

| | | | |
|--|------------------------------|--------------------------|--|
| Name of Subsidiary Proprietor (as in NRIC/Passport) _____ | | | |
| NRIC/Passport No. _____ | Tower _____ | Unit No. _____ | |
| Contact No. (Office) _____ | (Home) _____ | (H/P) _____ | |
| Tenancy Period (if any) : From _____ To _____ | | | |
| I would like to apply for the following cards : (Please tick accordingly). | | | |
| | Side Gate | *Gym Room | For Official Use Serial No. |
| 1) Name _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 2) Name _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 3) Name _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| 4) Name _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| * Gym Room (Applicant must be 12 years and above). | | | |
| The first 4 cards are FREE. Subsequent card is chargeable at \$20.00 each. Please use separate form for additional cards. | | | |
| I confirm that the above particulars are correct. I understand that the above cards will remain the property of The Management and shall be surrendered on demand. | | | |
| Date _____ | Signature of Applicant _____ | | |

Please bring along the following document(s) for verification purposes.

- Your NRIC/Passport to verify your status as a Subsidiary Proprietor of the Estate.
- Photocopies of family member(s)/Tenant(s)' NRIC/Passports or other documentary proof of those who are staying in the estate for the issuing of the exact number of Access Cards
- Photocopy of Tenancy Agreement (*if the Apartment is Tenanted*) to verify the number of Tenants for the issuing of the exact number of Access Cards. If the Tenancy Agreement does not indicate the exact number of tenants, please write a letter to us as verification by stating their names and NRIC/Passport No.
- Letter from Subsidiary Proprietor/company certifying the apartment is leased and applicant is authorised to apply.

FOR OFFICIAL USE ONLY

No. of cards Issued : _____ Receipt No. _____
Admin Charge (Additional Cards) : _____ X \$20.00 per card Total : _____
Date _____ Issued By _____

ACKNOWLEDGMENT OF RECEIPT

I hereby acknowledged receipt of _____ no(s) of the above cards. I confirm that all particulars printed are correct.

_____ Date _____ Name _____ Signature _____

TERMS AND CONDITIONS

- 1 Persons holding the Management Corporation's Access Cards may enter the Estate freely at any time.
- 2 Persons not holding the Access Cards will be admitted by the Security Officer stationed at Main Entrance at his discretion and the persons are required to provide their personal particulars, purpose of visit, etc, when requested.
- 3 Only the Subsidiary Proprietor shall make the application for himself and his family or on behalf of his Tenants in a prescribed form obtainable from the Management Office. (A copy of Tenancy Agreement is required for tenanted apartments).
- 4 The first four (4) Access Cards will be issued to all Subsidiary Proprietors at NO cost upon written application to the Management Corporation and provision of documentary proof of staying in the Estate.
- 5 The Access Cards are intended for the Subsidiary Proprietors' or his tenants' exclusive use only and transferring them to any other party is prohibited.
- 6 The Management reserves the right to recall or withdraw any Access Cards that have been issued on the basis of fraudulent information or also from those who have abused the Estate rules.
- 7 Every Access Card is specific to the person registered with the Management, and is therefore therefore non-transferable. Any change in the person using the cards must be reported to the Management for updating of records.
- 8 The 4 free Access Cards are to be returned to the Management Corporation when a Subsidiary Proprietor/Tenant is no longer residing in the Estate. The additional cards will be de-activated.
- 9 Loss of Access Cards must be reported immediately to the Security Post or Management Office. Such replacements will be accompanied by a replacement cost of **\$20.00**. Each additional Access Card issued thereafter will also be subjected to this cost.
- 10 Persons below the age of TWELVE (12) years old and holding an Access Card will not be entitled access to the Gymnasium.
- 11 These Terms and Conditions are subject to change by the Management before prior notice is given.