



REGENTVILLE MCST PLAN NO.2507 (RV002)

Renovation Registration Form (To be completed by Contractor)

(II) Particular of Renovation Company	
Company Name:	
Address / Postal Code:	
Contact No(s):	
Vehicle No. / Type:	

(III) Particulars of Renovation Workers		
(A)	Person – in – Charge	NRIC / Work Permit No.
1.		
2.		
3.		
4.		
5.		

(B)	Name of sub – contractors	NRIC / Work Permit No.
1.		
2.		
3.		
4.		
5.		

(IV) Undertaking by Contractor		
I / We shall abide by all the rules and conditions pertaining to the said application.		
<div style="border-top: 1px solid black; height: 20px; margin-bottom: 5px;"></div> Signature of Contractor / Company Stamp		
Name:	NRIC No:	Date:

***** Deposit of S\$1,000.00 is payable to MCST NO. 2507**
***** Lift Padding fee is \$21.40 (level 2 and above applies)**
***** Contractors have to place up the floor protection sheet on the ground level and the unit level. After before leave the estate, kindly clean up the areas before leave.**

***** A copy of the workmen's compensation must be forwarded to the Management office prior to commencement of work.**



Terms and Conditions apply for RV002

1. Application for renovation works must be submitted to the Management Office **not less than 3 working days in advance.**
2. For **all hacking works a duration of maximum 3 days is allowed.** If an extension of hacking period is needed, it will only be allowed to carry forward to the following week. (With Managements approval)
3. **A charge of S\$20.00 subject to prevailing GST for lift padding will be payable in cash for residential units other than those on level 1.** Before carrying out any renovations, alterations or additions to an apartment, **the owner is require to apply for the management consent and to place S\$1,000.00 deposit.** Such deposit will be refunded free of interest, to the owner when the management is satisfied that the owner or his renovation contractors have not carried out any unauthorized work, damaged any common areas, left debris or caused any inconvenience at the building for which the management would have to incur cost to rectify. Such rectification cost shall be borne by the owner and from the deposit.
4. You are to ensure that adequate measures are taken to protect the common property during delivery or removal of materials by your contractors. A doormat/ground sheet must be provided by the contractor at the door entrance of the apartment and/or at the ground floor lift lobby. Ground sheet must be laid all the way from the owner unit to the lift lobby and at ground floor lift lobby to the entrance of the building. The common property affected during the delivery or removal of materials must be left in a clean and tidy condition upon completion of work each day.
5. Renovation works should be carried out during the following hours:
Monday – Friday: 9:00am – 6:00pm
Saturday: 9:00am – 1:00pm
(No Noisy works and Subject to Management approval)
No form of works shall be carried out on Sunday and Public Holidays

Acknowledged by Owner

Name: _____

NRIC No.: _____

Date: _____