

APPLICATION FOR RENOVATION WORKS

1. PARTICULARS OF SUBSIDIARY PROPRIETOR/OCCUPIER

Name:		
Company Name:		
Person-in-charge:		
Address:		
Contact No.:	Hp No.:	Office:

2. PARTICULARS OF CONTRACTOR

Name of Company:		
Address of company:		
Contact no.:	Hp No.:	Office:
Person-in-charge:		

3. DETAILS OF RENOVATION WORKS

(All hacking, drilling, demolition and noisy works must be carried out after 6.00 p.m. on Monday to Friday; after 2.00 p.m. on Saturday; and from 9.00 a.m. on Sundays and Public Holidays.)

Start Date:		
Completion Date:		
Renovation Items:		

4. UNDERTAKING BY SUBSIDIARY PROPRIETOR/OCCUPIER

I/We* hereby agree and undertake to ensure that my contractor abide by all terms and conditions as attached and as set out in the By-Laws of Food Xchange @ Admiralty.

 Signature of Subsidiary Proprietor/Occupier

 Date

Notes:

1. Cheques are to be made payable to: **“MCST Plan No. 3481”** for the \$2,000.00 renovation deposit.
2. Please allow 3 working days for application to be processed. Major renovation works which require submission of plans will take a longer processing period.