

## **APPLICATION FORM RENOVATION/INSTALLATION**

<b>OWNER NAME</b>	:		<b>UNIT NO</b>	:	
<b>NRIC / PASSPORT</b>	:		<b>TEL NO</b>	:	

I, the above mentioned name here by authorize my contractor to carry out renovation works to my above property for the period \_\_\_\_\_ to \_\_\_\_\_ (approximately \_\_\_\_ days). As such please allow the Contractor, their workers and vehicles (if necessary) to enter the apartment area.

• **Nature of Renovation/installation works (tick [ √ ]):**

- |   |   |
|---|---|
| <input type="checkbox"/> Interior Finishes (wall, floor, etc) | <input type="checkbox"/> Electrical       |
| <input type="checkbox"/> Carpentry/Cabinets                   | <input type="checkbox"/> Air Conditioners |
| <input type="checkbox"/> Awnings/Shades                       | <input type="checkbox"/> Plumbing         |
| <input type="checkbox"/> Iron Works/ Grill                    | <input type="checkbox"/> Other:_____      |

I also understand that myself/contractor will be responsible to clear all debris upon completion and the works shall comply with the terms set out in the House Rules and Guide Book. I agree that if any myself/contractor failed to do so, the management reserves the right to take remedial action including removal of the works and charge/fine all costs of such remedial action to me or deduct **RM200.00 per offence.**

Enclosed is the Renovation Deposit **RM 800.00**  
 ("I also agreed to contra my **RENOVATION DEPOSIT** with any outstanding fees). I also agreed the refund deposit will take seven (7) working day after notification of work done.

Name of Contractor/Company	
Address	
Contact No.	
Contact Person	
Vehicle Number	

.....  
**Signature of OWNER**

.....  
**FOR OFFICE USE ONLY**

Outstanding : \_\_\_\_\_  
 As at : \_\_\_\_\_  
 Approve/Not Approve : \_\_\_\_\_  
 Deposit : RM 800.00  
 Credit Card/Cheque : \_\_\_\_\_  
 Official Receipt No. : \_\_\_\_\_

.....  
**REFUND DEPOSIT**

Checking Defect date : \_\_\_\_\_  
 Maintenance staff : \_\_\_\_\_  
 Deposit Amount : \_\_\_\_\_  
 Less : \_\_\_\_\_  
 Total Refund : \_\_\_\_\_  
 Refund Received by : \_\_\_\_\_