

WP No. :

Date Issued :

WORK PERMIT

Authority

Issued To :

Tenant :

Email Address :

Contact Number :

☐ In-House Crew/Contractor

☐ Tenant's Personnel

☐ Tenat's Contractor/Supplier

Issued For :

☐ Renovation Work

☐ Electrical Works

☐ Communication (Isp, Telco, Pos)

☐ Maintenance and Repairs (Building Admin)

☐ Maintenance and Repairs (Ahu)

☐ Delivery (Construction)

☐ Delivery (Merchandise)

☐ Pullout

☐ Welding

☐ Painting

☐ Plumbing

☐ Sprinkler

☐ Pest Control

☐ Others:

Work Area :

[Location / Tenant]

Requested by :

Position :

Details: (Please Specify Equipments/Materials, Etc.)

List Of Personnel / Workers

1.

4.

2.

5.

3.

6.

Remarks / Instructions: (To Be Filled Up by Mall Administration)

Requested

From

To

Approved

From

To

Date :

Time :

Date :

Time :

Reviewed by :

Approved by :

Name

Authorized Signatory

Basic Guidelines

1.

No Id. No Entry; No Short-Pants; Sando or Slippers Allowed.

2.

No Alcoholic Beverages; No Smoking; No Drugs

3.

All Delivery Carts Must Have Rubberized Wheels

4.

Work Area Must be Cleared of Construction Debris and Garbage Daily at the End of Each Working Time.

5.

Damages or Losses as a Result of the Work Under-Taken Shall be for Account of Party Undertaking the Work.
(Permittee to Secure Car for Its Own Account)