

# ARDMORE PARK

Ref: 2645/Circular/09.10

1 September 2010

All Residents  
No.9, 11,15 Ardmore Park, Singapore

Dear Residents,

## SERVICING SCHEDULE FOR THE MONTH OF SEPTEMBER 2010

Please be informed of the following servicing schedules for the lifts/fire protection system/pest control/recycling for the month of **SEPTEMBER 2010**.

S/No	Contractor	Services	Date	Time	Remarks
1	B.S. Engineering Co Pte Ltd	Fire Protection	22 September 2010	1300hrs to 1700hrs	Please do not be alarmed when the fire alarm is activated
2	ABJ Pest Control Pte Ltd	Pest Control	2, 9, 16, 23 & 30 September 2010	Between 0930hrs to 1200hrs	Please close (seal) your bin chute hopper and windows tightly during the fumigation
3	In-house	Collection of Recycle Materials	Daily	From 0800hrs to 0930hrs	Please place recyclable materials besides the service lift area for collection.
4.	Anchor Cleaning Agency Pte Ltd	Bin Chute Flushing	1, 4, 8, 11, 15, 18, 22 , 25 & 29 September 2010 (Every Wed & Sat)	From 1000hrs to 1200hrs	Please close your bin chute hopper during the flushing

### Lift Maintenance Schedule

Blk No	Lift No	Date	Time	Remarks
Block 9	Lobby Lift No 1	21 Sep 2010	0900 hrs to 1030 hrs	Kindly be reminded to bring along your rear door key during this period. Our security officer may fermax your unit for permission to test the operation of the lift to your floor.
	Lobby Lift No 2	21 Sep 2010	1030 hrs to 1200 hrs	
	Lobby Lift No 3	21 Sep 2010	1300 hrs to 1430 hrs	
	Lobby Lift No 4	21 Sep 2010	1430 hrs to 1600 hrs	
	Service Lobby Lift No 10	21 Sep 2010	1600 hrs to 1730 hrs	
Block 11	Lobby Lift No 5	22 Sep 2010	0900 hrs to 1030 hrs	Kindly be reminded to bring along your rear door key during this period. Our security officer may fermax your unit for permission to test the operation of the lift to your floor.
	Lobby Lift No 6	22 Sep 2010	1030 hrs to 1200 hrs	
	Lobby Lift No 7	22 Sep 2010	1300 hrs to 1430 hrs	
	Lobby Lift No 8	22 Sep 2010	1430 hrs to 1600 hrs	
	Service Lobby Lift No 11	22 Sep 2010	1600 hrs to 1730 hrs	
Block 13	Club House P1	23 Sep 2010	1730 hrs to 1900 hrs	
Block 15	Lobby Lift No 9	23 Sep 2010	1030 hrs to 1200 hrs	Kindly be reminded to bring along your rear door key during this period. Our security officer may fermax your unit for permission to test the operation of the lift to your floor.
	Lobby Lift No 10	23 Sep 2010	1300 hrs to 1430 hrs	
	Lobby Lift No 11	23 Sep 2010	1430 hrs to 1600 hrs	
	Lobby Lift No 12	23 Sep 2010	1600 hrs to 1730 hrs	
	Service Lobby Lift No 12	23 Sep 2010	0900 hrs to 1030 hrs	

### Weekly high-level dusting and cleaning of the private lift cars schedule:

Day of Cleaning	Time	Block /Lift Nos.	Remarks
Monday	10.00 am to 11.00 am 11.00 am to 12.00 pm	Blk 9/ Lift 1 & 2 Blk 9/ Lift 3 & 4	Please do not be alarmed if you find a cleaner in the private lift during these times.
Tuesday	10.00 am to 11.00 am 11.00 am to 12.00 pm	Blk 11/ Lift 5 & 6 Blk 11/ Lift 7 & 8	
Wednesday	10.00 am to 11.00 am 11.00 am to 12.00 pm	Blk 15/ Lift 9 & 10 Blk 15/ Lift 11 & 12	

If you have any queries, please free to contact us at the management office telephone number 6733 0862. We apologise for any inconvenience caused.

Yours Faithfully,  
**Knight Frank Estate Management Pte Ltd**

**Ms Quah Soh Hoon**  
Ardmore Park General Manager  
For and on behalf of The MCST Plan No. 2645

*The Management Corporation Strata Title Plan No. 2645  
13 Ardmore Park #01-01 Singapore 259961 Telephone: (65) 6733 0862 Facsimile: (65) 6733 0872  
Managing Agent: Knight Frank Estate Management Pte Ltd  
160 Paya Lebar Road, #05-05/06 Orion @ Paya Lebar, Singapore 409022 Telephone: (65) 6848 5678 Facsimile: (65) 6848 5600*

# ARDMORE PARK

Our ref: Kfem/2645/Circular/qsh

1 September 2010

All Residents  
9, 11, and 15 Ardmore Park

Dear Residents

## Recycling Programme in Ardmore Park

Recently, we have received numerous queries from new residents on our recycling programme in Ardmore Park. If you wish to send your items for recycling, please place these items in plastic bags and leave them beside the service lift door in the service lift area. Our individual block lady will go from floor to floor in the morning to collect all recyclable materials for sorting in the afternoon. Alternatively, you may bring your recyclable items and place them by the blue, recycling bulk bin located near the bin chute in basement 2 of your respective block. Please do not throw folded carton boxes, magazines, books and newspapers into the bin chutes as these tend to get stuck in the chutes and can be potential fire hazards.

Kindly note that recyclable materials should be in dry and clean conditions and they include paper, plastic products, glass bottles, metal cans, drink cartons and old clothing.

If you have any bulky items such as plants and pots, tables and chairs, beddings and other loose furniture that you want to discard, you may call the management office at 67330862 to arrange for their proper disposal. Please do not just leave them in the service lift lobby or at basement 2 or in the emergency staircases.

## Cycling, Roller Blading, Scootering and Skateboarding in the Common Areas

Please be informed that cycling, roller blading, scootering and skateboarding are not permitted along the corridors, lobbies, footpath and around the pool areas. As Ardmore Park does not have a facility for such activities, we seek your co-operation to refrain your children from engaging in such activities in the common areas, in particular, along the foot paths, around the pool deck areas and the basement car park for their own safety and the safety of other residents.

## Swimming Pool

To avoid any mishaps, we seek your co-operation to dry yourselves and your children and change into suitable cover-ups or bath robes after your swim before returning to your apartments. This will ensure that the marble floors along the corridors, private lifts lobbies and lifts will not be wet and slippery.

You may have just moved into Ardmore Park and may not be aware of these house rules and By-Laws. For new residents who may not be familiar with the By-laws or who may not have a copy of the By-laws of Ardmore Park, you may obtain a copy from the Management Office or visit our website at [www.ardmorepark.com.sg](http://www.ardmorepark.com.sg)

We appreciate your co-operation and assistance to create a safe environment for all concerned.

## The Management Corporation Strata Title Plan No. 2645

*The Management Corporation Strata Title Plan No. 2645  
13 Ardmore Park #01-01 Singapore 259961 Telephone: (65) 6733 0862 Facsimile: (65) 6733 0872  
Managing Agent: Knight Frank Estate Management Pte Ltd  
160 Paya Lebar Road, #05-05/06 Orion @ Paya Lebar, Singapore 409022 Telephone: (65) 6848 5678 Facsimile: (65) 6848 5600*