

ARDMORE PARK

Ref: 2645/Circular/10.10

1 October 2010

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

Dear Residents,

SERVICING SCHEDULE FOR THE MONTH OF OCTOBER 2010

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

| S/No | Contractor | Services | Date | Time | Remarks |
|------|--------------------------------|---------------------------------|---|----------------------------|---|
| 1 | B.S. Engineering Co Pte Ltd | Fire Protection | 22 October 2010 | 1300hrs to 1700hrs | Please do not be alarmed when the fire alarm is activated |
| 2 | ABJ Pest Control Pte Ltd | Pest Control | 7, 14, 21 & 28 October 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 | 6, 9, 13, 16, 20, 23, 27 & 30 October 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 | 19 October 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 | 19 October 2010 | 1030 hrs to 1200 hrs | |
| | Lobby Lift No 3 | 19 October 2010 | 1300 hrs to 1430 hrs | |
| | Lobby Lift No 4 | 19 October 2010 | 1430 hrs to 1600 hrs | |
| | Service Lobby Lift No 10 | 19 October 2010 | 1600 hrs to 1730 hrs | |
| Block 11 | Lobby Lift No 5 | 20 October 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 | 20 October 2010 | 1030 hrs to 1200 hrs | |
| | Lobby Lift No 7 | 20 October 2010 | 1300 hrs to 1430 hrs | |
| | Lobby Lift No 8 | 20 October 2010 | 1430 hrs to 1600 hrs | |
| | Service Lobby Lift No 11 | 20 October 2010 | 1600 hrs to 1730 hrs | |
| Block 13 | Club House P1 | 21 October 2010 | 1730 hrs to 1900 hrs | |
| Block 15 | Lobby Lift No 9 (2 days) | 4 October 2010 | 1000 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. |
| | | 21 October 2010 | 1030 hrs to 1200 hrs | |
| | Lobby Lift No 10 | 21 October 2010 | 1300 hrs to 1430 hrs | |
| | Lobby Lift No 11 | 21 October 2010 | 1430 hrs to 1600 hrs | |
| | Lobby Lift No 12 | 21 October 2010 | 1600 hrs to 1730 hrs | |
| | Service Lobby Lift No 12 | 21 October 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 | Blk 9/ Lift 1 & 2 | Please do not be alarmed if you find a cleaner in the private lift during these times. |
| | 11.00 am to 12.00 pm | Blk 9/ Lift 3 & 4 | |
| Tuesday | 10.00 am to 11.00 am | Blk 11/ Lift 5 & 6 | |
| | 11.00 am to 12.00 pm | Blk 11/ Lift 7 & 8 | |
| Wednesday | 10.00 am to 11.00 am | Blk 15/ Lift 9 & 10 | |
| | 11.00 am to 12.00 pm | Blk 15/ Lift 11 & 12 | |

Please be informed that there will be 2 separate servicing trips for Block 15 Private Lift No. 9 on 4 October and 21 October 2010 respectively.

If you have any queries, please feel 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 October 2010

All Residents
9, 11, and 15 Ardmore Park

Dear Residents

Repainting in Ardmore Park

Please report to the Management if you notice any irregularities in the new paint finishes on the external walls of your unit. The painting contractor is also required to clean off any paint stains left on the glass, window frames and balconies after the final coat of paint has been applied. If there are any unpainted parts, patchy and/or uneven paint works on the external walls of your unit and any paint stains that are left behind by the contractor, please let us know so that we can instruct them to do the necessary rectification works before the gondolas are moved away.

Road Safety in Basement Car Park

Residents are advised to adhere closely to a speed limit of 15 km/h whenever they are driving in the basement car parks. There have been reports of near-miss incidents in the basement car park where residents were almost knocked down by speeding vehicles. For the safety of all occupants, we urge residents to inform your visiting relatives, visitors, drivers and service providers to comply with the speed limit directive when they are driving in the car park.

Cigarette Butts in Balcony Area

The Management has received feedback from residents staying in the lower floors that lighted cigarette butts, tissue papers and other litter were being thrown into their balconies and utility/kitchen areas from the higher floors. Please do not discard your litter through the windows, in particular lighted cigarette butts as these may settle onto the furniture, carpets, curtains and other linens in the apartment below. Kindly remind your family members and domestic helpers to dispose of their litter properly.

Use of Function Rooms in Clubhouse

Please be reminded that the function rooms in the Clubhouse are used solely for birthday parties and activities of a social nature and that they are not to be used for commercial, religious, political, company gatherings, workshops, training sessions, rehearsals, or any functions organised by residents for Voluntary Welfare Organizations (VWOs), company functions, gambling or other illegal activities.

Residents are required to state the type of event in the application form and anyone who does not comply with this rule will be denied the use of the function room during their application.

Domestic Helpers Gathering at the Pool Area

Our swimming pool has always been a very popular facility for all our residents. As there are limited seats at the pool deck area, we would like to remind residents to instruct your domestic helpers to refrain from gathering at the swimming pool area with other domestic helpers if they are not minding any children who are using the pools. This will free up the limited tables and chairs for other residents who may want to use the pool. If your helper has to walk your pet, please ask her to make use of the footpaths around the estate and not to walk your dog in the pool deck areas.

Thank you for your attention.

The Management Corporation Strata Title Plan No. 2645

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