

THE MANAGEMENT CORPORATION STRATA TITLE NO. 245
Mgmt Office Kum Hing Court, 36 Tomlinson Rd, Singapore 247856

Application for House Moving

Unit #:

Name:

Phone:

Type Move In or Move out

Date Moving:

- 1) This is a editable pdf. Please type in details and save pdf. MCST must be notified 2 working days before the actual move. Please email this form to MCST early.
- 2) A deposit of \$500, cheque/bank draft payable to mcst 245 is required.
- 3) Moving times. Mon – Fri, 9am to 5pm. Saturday, 9am to 2pm
- 4) Moving company must ensure that move is quiet and not bother other residents.
- 5) Any damage to the common property and the person named above must make good repairs. MCST may use this deposit to offset any damages caused.
- 6) MCST will take pictures of the areas before and after move. It is advisable the applicant do likewise. Please protect the common area.

Instructions to follow on moving day;

- a) write cheque/bank draft payable to mcst 245 and give to security guard.
- b) supervisor will take pictures of the surrounding areas. Please ensure that our floors are protected.

Once supervisor is satisfied that there are no damages, the cheque will be returned to the applicant. If there is suspected damage, the cheque may not be returned until we can assess the damages.

Type your name above. You agree that by typing your name, it is your signature. You agree to all the terms stated above.

MCST245
kumhing245@gmail.com
6354-2758