



TOL Application / Renewal for the Display of Merchandise

Part I - TO BE COMPLETED BY SHOP AND KIOSK TENANTS / OWNERS		
Name of Registered Lessee / Tenants	NRIC or Business Reg No.	Tel No :
a) _____	_____	_____
b) _____	_____	_____
c) _____	_____	_____
<u>Address of shop / kiosk :</u>	<u>Correspondence Address :</u>	<u>Permitted Trade :</u>
I hereby agree to abide by all the Terms and Conditions stated in the guidelines for shopfront display.		
_____ Date	_____ Name & Signature of Registered Tenant / Shop Owner	
FOR OFFICIAL USE		
Part II – GUIDELINES		
1. The merchandise to be displayed at the shop / kiosk front must be related to existing trade (i.e the trade must occupy at least 50% of gross floor area within the shop premises)		
a) Complimentary product		Yes / No
b) Product geared towards same target group		Yes / No
c) No major adjustments required		Yes / No
Eg. Additional employees, change of business registration etc.		
2. Will the use of TOL be likely to create noise nuisance, cleanliness problems or obstruction?		Yes / No
3. Is the lessee currently suspended from applying for TOL?		Yes / No
Part III - PARTICULARS OF APPLICATION		
Dimension of Yellow Boxes		
1. _____ m x _____ m = _____ m ²		
2. _____ m x _____ m = _____ m ²		
3. _____ m x _____ m = _____ m ²		
Total = _____ m ²		
<u>PAYMENT :</u>		
a) \$80 administrative charges paid vide Receipt No: _____ dated _____		
b) Temporary Occupation Licence fee of \$20 / - paid Receipt No : _____ dated _____		
Part IV - APPROVAL		
Permit is granted for Display of merchandise at the shop / kiosk front subject to the terms and conditions stated in the Temporary Occupation Licences.		
Date : _____		
Checked by PO : _____		
Approved by PM : _____		

vo.TOLapp&renewdisplaymerchantshop/oct2002

(A) DISPLAY OF MERCHANDISE AT SHOP AND KIOSK FRONT

1. Display of merchandise is confined directly at shop and kiosk front and within the lines drawn on the passageway.
2. Display rack / fixtures are to be approved by Town Council. Proposed design of rack / fixtures must be submitted together with this application.
3. No permanent structure is in the common area.
4. Merchandise and fixture placed at TOL area must be removed after shop operation hours.
5. The licensee is responsible to keep the TOL area and its surroundings clean.
6. No sub-letting is permitted and the merchandize displayed is to be compatible to the existing permitted trade.
7. No excessive noise is to be created so as to become a source of nuisance or annoyance to the residents.

(B) LICENCE AGREEMENT

1. Applicant is required to sign the Licence Agreement.
2. The stamp fees of the Licence Agreement shall be borne by the Licensee.

(C) CHARGES

The following charges will be levied on the applicant :-

1. One time administrative charge - \$80.00
2. Licence fee - \$20.00
(Licence expired on 31 Dec)
3. GST is applicable

(D) REVOCATION

1. The Town Council reserves the right to revoke the Permit at any time without notice and without the need to furnish any reason whatsoever. The Permit can also be revoked if the shop tenant infringes any of the terms and conditions of the Licence Agreement.
2. Under the above circumstances, the installation must be removed within the time stipulated by the Council and the affected site must be reinstated to the Town Council's satisfaction. All expenses occurred shall be bourne by the shop owners.

(E) INDEMNITY

The tenant shall keep the Town Council indemnified against all actions, claims or demand that may be lawfully brought or made against the Town Council by any person of anything done by the licensee in exercise or purported exercise of the permit hereby granted.