

## PERMIT FOR ERECTION OF SITE OFFICE AT VOID DECK OF HDB FLAT

### SECTION (A) – Particulars of Applicant

Name of Company		Contact Number
Address of Company		
Location of Site Office		
Period of Permit		

### SECTION (B) – TOL Fees Payable

<u>Type</u>		<u>TOL Rate</u>	<u>Term / Period</u>	<u>Deposit</u>	
1. MA Member		\$20/ $m^2$	Monthly basis	S\$1,000/-	
2. Non MA Member		\$25/ $m^2$	Monthly basis	S\$1,000/-	
Area of Site Office	TOL Fees Levied	GST @	Total TOL Fees	Deposit Amount	Total Amount Payable

### SECTION (C) – Particulars of Refundable Deposit

Name of Payee		Contact Number
I/C Number		
Mailing Address		

Permit approved by:-

\_\_\_\_\_  
Property Manager  
Tampines Town Council

\_\_\_\_\_  
Date

## **UNDERTAKING BY SHOP OWNER / TENANT**

1. The Applicant shall comply with all laws, rules and regulations and guidelines of the SCDF, the Tampines Town Council and the competent authorities such as NEA, BCA, and HDB as may be in force from time to time relating to the use and maintenance of the site office.
2. The applicant shall ensure the cleanliness of the approved area and the surrounding area at all times during the period approved.
3. The applicant shall ensure no excessive noise which would cause annoyance to the residents.
4. Permit must be displayed at shop front.
5. All affected areas are to be reinstated to its original condition to the satisfaction of the Town Council after your use and all structures/equipments must be removed from the site after the TOL permit period.
6. The applicant shall solely be responsible and shall pay all necessary expense for any loss or damage whatsoever and howsoever caused to the said site office at its location, its surrounding and / or adjacent buildings arising as a consequence of or in connection with the granting of this permit and irrespective of whether or not there is negligence on the part of the applicant.
7. No tapping of water or electricity is allowed from the common area.
8. The applicant shall pay a Temporary Occupation Licence (TOL) of \$25/ per square metre for Non-MA Member and \$20/ per square metre for MA Member plus GST at the prevailing rate and a refundable deposit of \$1,000/- upon approval of the application. The \$1,000/- deposit would be refunded to the applicant after the TOL period provided the terms and conditions mentioned above are complied.
9. The deposit of \$1,000/- shall be forfeited if the applicant breaches the terms and conditions and the applicant/shop owner/tenant would be debarred for erecting any tentage for the period of one year.
10. The applicant shall keep Tampines Town Council indemnified against all actions, claims and demands that may be lawfully bought or made against Tampines Town Council by any person or persons on account or attributable to the use of the shop front.

11. The Tampines Town Council in its absolute discretion reserves the right to reject any application and revoke any permit granted without giving any reason. The Tampines Town Council shall not be liable for any damages arising from the rejection of the application or revocation of the permit.

I, Mr / Mdm \_\_\_\_\_ agreed

to comply with abovementioned requirements.

\_\_\_\_\_  
Signature  
(For company, please affix the company chop)

\_\_\_\_\_  
Date

*\*\*By submitting this Form, you agree that Tampines Town Council may collect, use and disclose any and all information contained in this Form or otherwise collected from you and/or your authorised representatives, for the intended purposes and other purposes as set out in the Personal Data Protection Policy of the Town Council, accessible at <http://www.tampines.org.sg>.*

*I further agree that the Town Council may disclose any or all of such information to: (i) its affiliates, service providers and agents for the above purposes; (ii) public agencies for funding, reporting, statistical, research and survey purposes; and (iii) the Member of Parliament for Tampines GRC for information as requested and/or to respond to enquiries purposes.*

*I warrant that where I have disclosed personal data of other individuals in connection with this application, I have obtained the prior consent of such individuals for the Town Council to collect, use and disclose such data for the above purposes.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_