

**MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3380**

**APPLICATION FOR CAR TRANSPONDER**

Name of Applicant(s) : \_\_\_\_\_ (Owner / Tenant)\*  
 (This form must be signed by owner at Section C if applicant is a tenant)

NRIC/FIN/Passport No . \_\_\_\_\_ Unit No. \_\_\_\_\_

Contact No. (H) \_\_\_\_\_ (HP) \_\_\_\_\_ (Fax) \_\_\_\_\_

Email : \_\_\_\_\_

**Section A : New Car Transponder**

<input type="checkbox"/> I would like to apply car transponder for my vehicle (no. _____) to be parked in the estate. <b>* \$50/- Refundable deposit required.</b>  _____ Applicant Signature / Date	For Official Use: Approved / Disapproved Transponder Issued (No.) : _____ Issue By : _____ Payment Mode : _____ Date : _____
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**Section B : Replacement Of Car Transponder**

<input type="checkbox"/> I would like to apply for a replacement of a car transponder . <b>*\$50/- for new replacement of a transponder (Non – refundable)</b>  _____ Applicant Signature / Date	For Official Use: Approved / Disapproved Transponder Issued (No.) : _____ Issue By : _____ Payment Mode : _____ Date : _____
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**Section C : Owner's Verification**

I, _____ owner of unit no. _____ confirmed that the above applicant is my tenant from _____ (dd/mm/yyyy) to _____ (dd/mm/yyyy)  _____ Owner's signature & Date
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By signing this application form I/we expressively give consent to the management collecting, using & disclosing personal data provided in the form for the purposes of estate management and future communication related to this estate.

**Terms and conditions for application of car park label/disc:**

- A car label/disc issued is not transferable for use on another vehicle.
- A car label/disc should be displayed prominently on the front left windscreen of the vehicle for easy identification by security personnel.
- All lost car labels/discs shall be subjected to a charge of S\$50.00 per label/transponder.
- All vehicle parked in the development will be at owner's risk. The management shall not be liable for any theft, damage or other misdemeanor cause to the vehicle and/or their content.
- No major repair of vehicle, which involves excessive noise or any spillage of oil, may be earned out within the estate.
- Residents are requested to park their car in a manner so as not to cause obstruction to the management.
- Please return the car park label/disc and transponder to the Management Office if you are no longer the tenant or owner of Regency Suites.

**Application for Car Park Labels / Car Barrier Transponder Discs**

(Extract from Regency Suites Resident Handbook)

1. An owner or lessee who occupies a Unit in REGENCY SUITES and owns a vehicle shall be required to register with a refundable deposit S\$50.00 (*to obtain the Application Form*) with the Management Office to apply for a car transponder so to activate and operate the auto-barrier.
2. All applicants are required to produce documentary proof of ownership and residence i.e. Vehicle Registration Book, Company Certification Letter (for company car), Lease Agreement (if tenanted), insurance, etc. Residents are also requested to update their addresses in the vehicle log card before the collection date.
3. Each unit is entitled to one (1) free car park transponder cum label.
4. The Management reserves the right to reject any application at its discretion. Applications, if approved will be subjected to cancellation at the Management's discretion. The Management's decision shall be final.
5. Residents are to notify the Management should there be a change of vehicle or vehicle registration particulars so that the car label could be updated. All car labels are not transferable. Residents (including tenants) are to return the car transponder disc or car labels to the Management when they cease to reside in the development.
6. Replacement cost of each lost car transponder is S\$50.00 (non-refundable). Application Form is to be submitted.
7. The car barrier transponder cum label are properties of the Management and strictly not transferable. A resident who is no longer residing at REGENCY SUITES is required to return the said car transponder/car label to the Management Office, failing which the penalty deposit S\$50.00 (refundable), shall be levied. Application Form is to be submitted.
8. Loss of the car transponder/label must be reported to the Management in writing immediately.
9. The car transponder serial number must be reported and activated in the Management Office in order to operate the car barrier readers.

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10. Visitors' vehicles are not permitted to be parked overnight within the precincts of **REGENCY SUITES** unless prior written notice has been given and written approval has been obtained thereof from the Management. Visitors' vehicles are to be parked at lots designated for visitors.
11. There is strictly no issuance of additional and/or temporary car park transponder/label to all residents.
12. The car park label and transponder must be placed together prominently at the top left hand corner (from driver's seat) of the front windscreen at all times for easy identification of the security personnel.
13. Owners who lease out their apartments will have to surrender their car park label and transponder to the Management Office before a new car park label and transponder can be issued to their tenant in exchange.
14. The car park label and transponder cannot be used on another vehicle bearing different license plate number and the Management must be informed of any change to the vehicle number. A new application will be required for the change, together with the surrender of the old car park label and transponder, immediately.
15. The Management reserves the right to reject any application whereby the documents provided are incomplete.
16. The Management reserves the right to withdraw the car park label and transponder from the user for any abuse of use or infringing our car park rules and By-Laws.