



TENANT REGISTRATION & DECLARATION FORM

(To be submitted together with a copy of stamped tenancy agreement prior to the moving in to the unit. Tenants are reminded that all applications for usage of condo facilities, car parking and access cards will NOT be accepted unless this form is submitted and accepted by the Management Office)

Block: _____ Unit No: # _____

Tenancy Period: _____ to _____

Name of Legal Tenant: * (Mr /Ms /Mrs) _____

*Note: **A legal tenant** refer to a person or company who enter a tenancy agreement duly stamped with the subsidiary proprietor of the unit. If the legal tenant is a company, the person who submits this form must produce an original letter of authorization duly signed by a director of the said company.*

*I/We further declare that the following persons will be residing at the subject property:

	Name (As per NRIC / Passport)	Expiry Date of Foreign Identification Document** ** (NRIC / FIN / Employment Pass/ Work Permit / Student Pass)	Contact	Relationship with Legal Tenant
1				
2				
3				
4				
5				
6				

I, the undersigned, being the legal tenant of the above mentioned unit hereby confirm that the above details are correct and undertake to inform the Management Corporation in writing should there be any change in the above details.

I further undertake to comply with the prevailing rules and regulations administered by the Planning Authority with regard to occupancy guidelines on private residential properties which are fully rented out. For avoidance of doubt, the minimum rental period is **three (3) months** and the number of occupier is capped at **six (6) persons**.

By furnishing the Management Corporation with my personal data in this Form, I hereby confirm that I have read, consent and agree to the collection, use and disclosure of any of these personal data for security, safety and other purposes as set out in the Management Corporation's Privacy Policy Statement issued in accordance with the Personal Data Protection Act (Act 26 of 2012) (**the "PDPA"**). In addition, if I have provided personal data of individuals other than myself in this Form, I confirm that I have sought the requisite consent from these individuals to the collection, use and disclosure of their personal data. In particular, I confirm that I have informed these individuals of the purposes for collection, use and disclosure of their personal data.

Name of Legal Tenant

Signature

Date

* Delete where applicable