

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 4463

GST No: M90371352Y

APPLICATION FOR INFORMATION & CERTIFICATES (UNDER SECTION 47 OF BMSMA)

SECTION I – TYPE OF APPLICATION

I / We hereby apply for

- a. Section 47(1)(a) – Particulars of chairman, secretary and treasurer of the management and managing agent appointed under sect 66 of the Act. (\$5.00)
- b. Section 47(1)(b) – the following Information (\$15.00 per hour or part thereof at each attendance)
- Strata Roll
 - Types of Plans, Certificates in Sect 26(4)
 - *Floor Plan/Strata-Title Plan/Other Plan (specify: _____)
 - Notices and orders referred to in Sect 29(1)(g) of BMSMA
 - Sect 28 of Building Control Act
 - others: _____
 - Minutes
 - *AGM/EOGM (specify which meeting & date: _____)
 - Council meeting (specify which meeting & date: _____)
 - Books of Account for period : _____
 - Current Policies of insurance & receipt for last premium paid
 - Fire Public Liability Workmen Compensation
 - Money Error & Omissions
 - Other record or document in the custody or under the control of the management corporation. (specify which record or document: _____)
- c. Certificate pursuant to section 47(1)(c) of BMSMA for property no. _____ (\$25.00)

Copying charges are as follows:

- (a) Not exceeding A4 size - **30 cents per page**
- (b) Not exceeding A3 size - **60 cents per page**
- (c) Exceeding A3 - **\$3.00 per page**
- (d) Electronic copy - **40 cents per 100MB** (or part thereof) of the document size before any electronic compression to reduce its size

Application would be processed upon receipt of payment. All cheques shall be made payable to “**MCST 4463**.” *Delete accordingly*

SECTION II – PARTICULARS OF APPLICANT

Name: _____ Tel: _____

Address: _____

Interest in the property

- Owner/Subsidiary Proprietor Prospective Purchaser
- Tenant (for plans only) Others (specify) _____ (plans only)

By signing this application form, I/we expressly 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. **I/we will not use or share out any personal data and contents from the documents obtained under this application for any purpose without the consent of the MCST 4463. Management corporation reserves the rights to take necessary action if I/we fail to act as aforesaid.**

Signature of Applicant / Date

FOR OFFICAL USE

Fee Paid: \$..... OR No. Received by:

on

No. of copies: Applied by: Date :