



To: Ubi Techpark Management Office

For Official Use

Approval Date		Commencement Date	
Monthly Rate		Remarks	

APPLICATION FOR SEASON PARKING

TO BE COMPLETED BY APPLICANT												
Full Name (IN BLOCK LETTERS)							Contact Details	Office				
Name of Company (IN BLOCK LETTERS)								Mobile				Owner / Tenant
Address of Company	Block		Ubi Crescent	Unit	#		-			Lobby		
	Ubi Techpark Singapore					Postal Code						
Vehicle No.							ERP in Vehicle 10-digits No.					

RULES AND REGULATIONS GOVERNING SEASON PARKING

- Please ensure that your vehicle number and ERP in-vehicle unit are reported correctly.
- With effective from **1 December 2016** the following shall be adopted (Inclusive of GST). Kindly arrange payment by **NETS/ CHEQUE**. Cheque to be made payable to **MCST 2719**.

1) Season Parking Charges for Cars (inclusive of GST) for owners or occupiers subject to availability:		
Block 10 (Lobby A – E) (Max: 4 cars) 1 st car - \$80.00 per month 2 nd to 4 th car - \$95.00 per month 5 th car onwards at \$110 per month (subject to availability)	Block 40 & 60 (2-Storey Terrace) (Max. 6 cars) 1 st to 3 rd car - \$80.00 per month 4 th to 6 th car - \$95.00 per month 7 th car onwards at \$110 per month (subject to availability)	Block 20 – 70 (3-Storey Terrace) (Max. 8 cars) 1 st to 3 rd car - \$80.00 per month 4 th to 8 th car - \$95.00 per month 9 th car onwards at \$110 per month (subject to availability)
2) Season Parking Charges for Lorries (inclusive of GST) for owners or occupiers subject to availability:		
a) 1 st lorry at \$110.00 per month b) 2 nd lorry at \$150.00 per month (subject to availability)		
The issuance of season permit for long vehicles shall be ceased.		
3) Season Parking Charges for Motorcycles (inclusive of GST) for owners or occupiers subject to availability:		
Motorcycle - \$12.00 per month		

- Supporting Documents for the Application:
 - Photocopy of Log Card
 - If the applicant is
 - Subsidiary Proprietor, please attach first page of the Purchase Agreement
 - Tenant, please attach full set of the Tenancy Agreement endorsed by the Owner and the Tenant.
 - Employee of the company, please attach the proof of employment from the company

4. Nature of Business:

Type of Industry / Sector	
Business Details	

Note: The collection of the above data is strictly for compliance to URA's routine checks on usages of units in Ubi Techpark (which is a mandatory submission by MCST to URA every quarter). All applications or renewal must be accompanied with the above details duly filled up, failing which MCST reserves the right not to issue season parking.

5. This application will be processed within 24 hrs from the date of receipt.
6. All applications for season parking refund will only be applicable for **permanent termination** of the season parking and based on **2 time blocks: 1st to 15th or 16th to 30th/31st of the calendar month.**
7. Application for grouping arrangement for season parking to allow 2 cars under a single application for permanent season parking will **strictly not be entertained.**
8. Application for refund of hourly season parking charges due to late renewal of Season Parking (after 3 days grace period) will **strictly not be entertained.**
9. Application for change of IU no. for season parking users will only be approved and processed on the following basis with supporting documentary proof:-
 - a. Spoilt in Vehicle Unit (IU)
 - b. Vehicle sold / scrapped
 - c. Temporary replacement vehicle during servicing / repair period

Applicant **MUST** come personally to our office at Lobby A #02-05 for submission during Office hour. Submission via fax will not be entertained.

If you require any further classification, kindly contact us at 6743 9163.

I/We consent to the collection of my Personal/Company Data for the purpose above.

I/We hereby declare that the above particulars are true and correct and shall abide by the terms and conditions laid down on the application for season parking if my application is approved.

Name and Signature / Company Stamp

Date

Official Use

Processed by		Cheque No.	
Verified by		NETS Transaction Ref.	
Date of processed		Invoice No.	