



**Management Office:**  
 The MCST Plan No. 2719  
 10 Ubi Crescent #02-05  
 Singapore 408564  
 Tel : 6743 9163 (During Office Hour)  
 6743 1375 (After Office Hours)  
 Fax : 6743 9816  
 Email : [feedback@ubitechpark.com](mailto:feedback@ubitechpark.com)  
 Website : <http://www.ubitechpark.com>

To: Ubi Techpark Management Office

**APPLICATION FOR THE REFUND OF SEASON PARKING FEES**

I/We (Company Name/ Individual Name) \_\_\_\_\_ of (Unit No.) \_\_\_\_\_ hereby terminate/suspend the season parking ticket(s) and apply for refund of the season parking fee. The details as below:

S/N	Vehicle No.	Vehicle Type	Reason	Termination/Suspension Period	
				From (dd/mm/yyyy)	To (dd/mm/yyyy)

All applications for the season parking refund will only be applicable for permanent termination of the season parking and based on **2 Time Blocks:- 1<sup>st</sup> – 15<sup>th</sup> or 16<sup>th</sup> – 30<sup>th</sup>/31<sup>st</sup>** of the calendar month.

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

**I/We hereby authorize The Management of Ubi Techpark to refund the deposit in CHEQUE and payable to the following person/company:-**

Name of person/company Cheque payable to- <b>(BLOCK LETTERS)</b>	
Corresponding Address of person/company	
Contact Number	

\_\_\_\_\_  
 Name and Signature of Claimant/Company Stamp

\_\_\_\_\_  
 Date

**For Official Use**

Date of Received	
Processed by	
Verified by	
Total Refund (SGD)	