



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
Website : <http://www.ubitechpark.com>

To: Ubi Techpark Management Office

APPLICATION FOR THE USE OF BANNER POLES

| TO BE COMPLETED BY APPLICANT | | | |
|------------------------------|----------|-----------|-------|
| Name | | NRIC. No. | |
| Company Name | | | |
| Mailing Address | | | |
| Contact No. | (Office) | (Mobile) | (Fax) |
| Duration (dd/mm/yy) | From | To | |
| Proposed Theme of Banner | | | |

****Please attach a copy of the proposed banner drawing and BCA's approval letter with this application form.***

BOOKING FEE: SGD 53.50 (INCLUSIVE OF GST)

PAYMENT BY NETS OR CHEQUE ONLY

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

I/We agree to comply with the terms and conditions lay down on the overleaf of this page and agree to allow The Management to revoke the rental and remove the banner if I fail to comply with any of the terms and conditions.

Name and Signature /Company Stamp

Date

For Official Use

| | |
|-----------------------------|--|
| Date of Receive | |
| Rental Fees | |
| Receipt No./Payment Details | |
| Remarks | |

For booking enquiries, please call the Management Office at 6743 9163. Applicant **MUST** come personally to our office at Lobby A #02-05 for submission. Thank you.

TERMS AND CONDITIONS FOR THE USE OF BANNER POLES

1. Application

- a. The fee payable for use of the banner poles is **SGD 53.50 inclusive of 7% GST per day for a maximum period of TWO (2) weeks.**
- b. The use of banner pole is strictly reserved for the owner or tenant of Ubi Techpark. Each owner/tenant is entitled to **ONE (1) application for ONE (1) banner.**
- c. Only walk-in application is allowed and incomplete application will be rejected immediately.
- d. The application will be made known immediately and allocation will be based on first come first serve basis. The Management reserves the right to do the necessary adjustment for the proposed date of putting banner.
- e. All approved application must be made with full payment by **CHEQUE or NETS ONLY** upon approval.
- f. Prior approvals are required from the Building Authorities before application for the use of banner poles with the Management.
- g. The approval of Building Authorities does not automatically grant the approval the use of banner poles from The Management. The Approval is subject to the vacancies of the banner poles.
- h. The applicant must submit a copy of the artwork, showing the theme of the banner and approval letter from Building Authorities together with this application form.

2. Cancellation charges

- a. Full payment made will be forfeited should there be any cancellations of the booking before the use or part thereof.

3. Duration

- a. Maximum for **TWO (2)** weeks for the month only.

4. Use of the Banner Poles

- a. The banner pole is located at Junction of Ubi Avenue 1 and Ubi Crescent.
- b. The poles are only meant for banners as approved by The Management Corporation Strata Tile Plan No. 2719 and relevant authorities.
- c. The successful applicant shall also comply with all verbal or written instructions conveyed from time to time to him/her by any officer of the Management Office, or other authorities concerned.
- d. The successful applicant shall maintain the areas and its surrounding areas in good and tenable state of repair and condition and shall maintain the cleanliness and tidiness of the banners displayed.
- e. The successful applicant shall also comply the terms and conditions governing the use of banner poles of Building Authorities.
- f. The Management reserves the right to change the terms and conditions without prior notice. Should any banners be displayed prior to management's approval, the management reserves the right to have the banner removed.