



Management Office:
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20 July 2015

CIRCULAR

To: Subsidiary Proprietors / Occupiers
Ubi Techpark
Singapore 408564

Dear Sir / Madam,

ENCROACHMENT TO COMMON PROPERTY / BREACH OF FIRE SAFETY ACT

During our routine inspections, we observed that large bulky items, unwanted items, display cases, crates, racks, debris, advertising frames and goods, etc., obstructions were placed at / encroached upon the common corridors outside your Unit/s.

We wish to advise / remind you that such practices infringes upon the Fire Safety Act, Building Maintenance & Strata Management Act (BMSMA) and By-laws of The Management Corporation Strata Title Plan No. 2719.

Encroachment of the common property is strictly not allowed under the BMSMA. By-laws governing encroachment and fire safety related to the obstructions placed at/encroached upon the common area (see Appendix 1overleaf) was adopted at the 4th & 10th Annual General Meetings.

In addition, we wish to inform you that SCDF does conduct site inspections at Ubi Techpark without prior notice and may take action against the Units' owner/occupier for infringements of the regulations under the Fire Safety Act.

We wish, therefore, to express our concerns over the encroachment issue and look forward to your co-operation to remove all obstructions placed at/encroached upon the common area within seven (7) days of date of this circular.

The Management Corporation will exercise its authority to carry out any necessary enforcement action, if need be, in the event that the obstructions/encroachment are not removed after the notice period given, without further reference to you.

Thank you for your immediate attention and co-operation.

Yours faithfully,
Savills Property Management Pte Ltd
Managing Agent

A handwritten signature in black ink, appearing to read "Goh Chwee Pheng".

Goh Chwee Pheng
Complex Manager
for and on behalf of

The Management Corporation Strata Title Plan No. 2719

EXTRACT OF BY-LAWS PASSED AT THE 4TH & 10TH ANNUAL GENERAL MEETING

BY-LAWS GOVERNING ENCROACHMENT TO COMMON PROPERTY (4th AGM)

Subsidiary Proprietor or Occupier of a lot shall not obstruct and place their goods, display cases or racks etc. on passage ways, concourse, lobby outside their premises or any other common property. All costs including administration fee associated with the removal or disposal shall be charged to the Subsidiary Proprietor or Occupier.

The Management Corporation, its agents and employees shall not be liable for any loss of business, damage to property by perishing or deterioration or any other loss or damage whatsoever arising from the enforcement of the By-Laws.

BY-LAWS GOVERNING FIRE SAFETY (10th AGM)

A Subsidiary Proprietor and/or occupier of a lot shall not cause any obstruction to the common property or do or omit to do any act which may breach the provisions of the Fire Safety Act (Chapter 109A) (hereinafter referred to as "the Act") or any other relevant revisions and laws, and/or subject the Management Corporation to prosecution and/or fine, and to reimburse the Management Corporation for all fines, and costs incurred including the legal costs on a full indemnity basis.

If all and any sums payable or recoverable from the Subsidiary Proprietor and/or occupier in respect of cost and expenses incurred by the Management Corporation in or about the abatement of any offence under the Act are not paid by the Subsidiary Proprietor and/or occupier within fourteen (14) days after such demand, the Management Corporation may apply to the court to recover such sum and that all legal costs incurred on a full indemnity basis shall be paid by the Subsidiary Proprietor and/or occupier concerned.

A Subsidiary Proprietor and/or occupier shall not cause or allow to continue any fire hazards either by act, default or sufferance and shall abate all fire hazards and do all such things as may be necessary to prevent a continuance or recurrence.

Where a fire hazard has occurred and the occupier fails to abate the fire hazard, the Management Corporation may carry out or cause to be carried out such work including the removal and disposal of any property causing the fire hazard as appears necessary to the Management Corporation and/or the Fire Safety Manager to abate the fire hazard and to prevent a recurrence thereof and shall recover all expenses incurred from the Subsidiary Proprietor and/or occupier concerned.