

APPLICATION FOR PROXIMITY CARD

Name (* Owner / Tenant): _____
 Address: Block No.: _____ Unit No.: _____
 Email: (Home) _____ (Office) _____
 Telephone No.: (Home) _____ (Office) _____ (HP) _____

Documents Required (Please tick):

- ☐ Owner – Proof of resident
☐ Tenant – Tenancy Agreement & Owner's Authorisation Letter

I, _____ of Block No. _____ & Unit No. # _____ understand that I am bound by the rules governing the issue and use of the above items and is required to return the proximity card when I am no longer a resident at Dakota Residences. I am agreeable to pay S\$35.00 each (inclusive of GST) to replace a lost or damaged proximity card (Please refer to By-Laws of MCST 3634, Section 8 on Page 25).

Note: Additional proximity card is chargeable at S\$25.00 each (inclusive of GST), and is subject to the Management approval on a case-by-case basis. (Maximum 2 additional cards per unit only)

By providing your personal data (e.g. name, contact, identification and/or vehicle number) to us, you agree that MCST 3634 ("Organisation") may collect, use and disclose such information for security and monitoring purposes. You further agree that such information may be disclosed to the Organisation's related corporations and third parties who provide services to the Organisation.

 Signature of Applicant

 Date

Proximity Card Received By: _____ On _____

FOR OFFICIAL USE

Proximity Card Serial No.: _____ No. of Proximity Card Issued: _____

☐ Additional Proximity Card (\$25.00 per card, inclusive of GST)

☐ Replacement for Proximity Card (Lost): _____ (\$35.00 per card, inclusive of GST)

Amount Collected: S\$ _____

☐ By Cheque / Cheque No.: _____

Acknowledgement Slip No. : _____

Name & Signature of Approving Officer: _____

Date of Issue: _____

Section 8 - Proximity Card

1. The proximity card is used for accessing into the Development and/or the lift lobbies via the auto gate.
2. The allocation of proximity cards for different unit types are as follows:
 - (a) Type A - 2 Bedroom - 3 cards
 - (b) Type B - 3 Bedroom - 4 cards
 - (c) Type C - 4 Bedroom - 5 cards
 - (d) Type D - Penthouse - 6 cards
3. Cards issued above the allowable number will be charged at **\$25.00 per card (inclusive GST)** (**maximum of 2 additional cards per Housing Unit and is non refundable**). Housing Units requiring extra cards will be considered on a case-by-case basis and documentary evidence is required to prove that the applicants are residing in the Development.
4. The replacement of a lost card is charged at **\$35.00 per card (inclusive GST)** (non refundable). All lost cards must be reported to the Management Office. (Form S007) The lost card will be voided from the system.
5. Due care is to be exercised to maintain the working condition of the proximity card. Keep all cards away from any magnetic device/fields and place them in a cool dry place when not in use.
6. The Management reserves the right to request for documentary evidence to prove that the applicant(s) is/are residing in the Development before issuing the proximity card(s).