

GRAND SUBANG

RENOVATION APPLICATION

Owner's Particulars

Name : Unit No. :
Email : Fax No. :

Duration of Renovation

From: To:

Major Renovation

- Demolition works Plastering works Change of floor materials
 Electrical & Plumbing works Installation of cabinets and wardrobes Hacking/Coring of floor slab

Minor Renovation

- Interior decoration works Installation of awning and grilles
 Installation of lighting fittings and other fixtures Paint works

Renovation Payment Details

Administration Fee	<input type="radio"/> RM 200.00	<input type="radio"/> Cash <input type="radio"/> Cheque <input type="radio"/> Online Transfer
Renovation Deposit (Refundable)	<input type="radio"/> Major RM3,000- 548sqft & 563sqft <input type="radio"/> Major RM5,000- 910sqft	<input type="radio"/> Cash <input type="radio"/> Cheque <input type="radio"/> Online Transfer
	<input type="radio"/> Minor RM1,000- 548sqft & 563sqft <input type="radio"/> Minor RM2,000- 910sqft	<input type="radio"/> Cash <input type="radio"/> Cheque <input type="radio"/> Online Transfer

*If payment is made by cheque, please issue cheque payable to "Cinta Subang Development Sdn Bhd".

IMPORTANT

1. I/We hereby request for approval to commence the renovation works stated in this Renovation Application form.
2. Owners are to submit **Renovation Application form to The Management at least fourteen (14) working days** prior to intended commencement date and must not commence any renovation works without the written approval from The Management.
3. For any work involving coring on floor and hacking of wall, a separate consultation fees may be charged by the consulting engineers.
4. I/We understand that is my/our responsibilities to ensure that my/our contractor adhere to the Renovation Rules stated in the Owner's Handbook together with applicable laws, by-laws and regulations from the relevant authorities including public safety regulations and practices in relation to the renovation works.
5. I/We understand that is my/our responsibilities to ensure that my/our contractor is to provide **protective flooring** during renovation period.
6. I/We agree to keep the developer and The Management, fully indemnifies against all claims, proceeding, loss and damage however suffered by the developer and The Management arising from my/our contractors and agent acts, omission and negligence in relation to renovation works.
7. I/We hereby agree to allow the above contractor to temporarily park at my/our designated car park(s) until completion of renovation works to my/our unit.
8. No alteration to external facade is allowed.
9. Any work carrier out after permitted hours will be subject to a fine of RM200.
Permitted hours: Monday to Friday, 9.00am-5.00pm.
Weekends and Public Holiday are not allowed for any renovation work.
10. Anyone caught smoking within the premises and any common area shall be liable to a fine of RM100, except at designated smoking area located at ground floor beside lift lobby.
11. Anyone caught eating or sitting at corridor shall be liable to a fine of RM100.
12. A minimum fine of RM200 and above will be charged if construction debris, material or rubbish are not properly dispose into renovation refuse containers.

Owner's Signature

Date:

Contractor's Signature

Date:

FOR OFFICE USE ONLY

RENOVATION APPLICATION				
Attended by: Date: [Front liner]		Inspection by: Date: [Site Supervisor]		Consent: Approved <input type="radio"/> Rejected <input type="radio"/> Date: [Manager]
EXTENSION OF RENOVATION APPLICATION				
From	To	Renovation Work	Attended by	Approved by
RENOVATION DEPOSIT REFUND				
This is to acknowledge that the renovation has been completed and it is in compliance with the house rules. The following items are those that are not complying with the renovation guidelines:				
Recommended deduction (if any):				
Payable to:				
Attended by: Date: [Front liner]		Approved by: Date: [Site Supervisor]		Acknowledged by: Date: [Manager]