

ACKNOWLEDGEMENT FORM (RENOVATION)

This form may take you 5 minutes to fill in. You will need the following information to fill in the form:

1. Name(s) and NRIC number(s) of flat owner(s). Require last 4 characters of the NRIC. Eg. 567A if NRIC is S1234567A.
2. Address of flat

I/We _____ (NRIC No. XXXXX _ _ _ _), _____
 (NRIC No. XXXXX _ _ _ _), _____ (NRIC No. XXXXX _ _ _ _),
 _____ (NRIC No. XXXXX _ _ _ _), am/are the owner(s) of
 _____ ("Flat address").

2 I/We have entered into contract with _____ ("Company's name"),
 ACRA Business Registration no. _____ and Directory of Renovation Contractors (DRC)
 Reference no. _____, of _____ ("Company address") and the
 said contractor has been authorised by me/us to submit an on-line renovation application to HDB on my/our
 behalf to carry out renovation in the flat.

3 In consideration of HDB agreeing to register my/our renovation application by the
 abovementioned renovation contractor to carry out the renovation in the flat, I/we hereby severally and jointly
 undertake, agree and covenant with HDB that:

- a) I/We will ensure that the abovementioned renovation contractor is listed in the DRC and has obtained
 HDB's prior written approval before the commencement of the renovation.
- b) I/We will ensure that the renovation is carried out strictly according to the renovation guidelines and
 conditions stated in the renovation permit issued to me/us upon HDB's written approval.
- c) I/We must not engage/instruct any person to demolish/hack any walls without prior written approval
 from HDB as I/we fully understand that any unauthorised demolition/hacking of walls (be it partial or
 full) may affect the building's integrity and the safety of the public including my neighbours and my
 family members.

4 I/We understand that:

- a) any failure to engage contractor listed in the DRC or any contravention of the Housing and
 Development (Renovation Control) Rules ("The Rules") such as carrying out unauthorised
 demolition/hacking of walls may result in prosecution action by HDB.
- b) the engagement of contractor listed in the DRC is strictly on a private basis between the flat owners
 and the contractors. If there is disagreement on the pricing, schedule or quality of the renovation
 works, both parties are advised to resolve the matter between themselves.

5 I/We hereby severally and jointly undertake, agree and covenant with HDB that any breach or failure to
 observe or perform any of the conditions herein shall entitle HDB forthwith to exercise all its rights at law under
 the Rules against me/us without further reference to me/us.

Dated : _____

 Name & signature of flat owner

 Name & signature of flat owner

 Name & signature of flat owner

 Name & signature of flat owner

Witnessed by

 (Name/NRIC no. XXXXX _ _ _ _ /Address/Date)