

TO: TENANT SERVICE CENTRE OF \_\_\_\_\_ (building name)

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**TO BE FILLED IN BY THE APPLICANT**

I, an applicant of a season parking lot with tenant privileges, declare to CapitaCommercial Trust Management Limited (“CCTML”) as Manager of CapitaCommercial Trust and my Company that the following information is true and accurate:

- 1) Name: \_\_\_\_\_
- 2) NRIC/FIN: \_\_\_\_\_
- 3) I am based in this building: \_\_\_\_\_ (Building Name)
- 4) Company Name and Unit No.: \_\_\_\_\_
- 5) Log Card Details:
  - a) Vehicle Registration No.: \_\_\_\_\_
  - b) In-Vehicle Unit (IU) No.: \_\_\_\_\_
  - c) Name of Vehicle Owner: \_\_\_\_\_,  
Self-owned/immediate family member/company vehicle/leased vehicle\*

I also agree to provide further information and documentary proof upon request and consent to the Tenant Service Centre and CCTML contacting my Company to verify the information submitted.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\* Delete where applicable.

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**TO BE FILLED IN BY THE APPLICANT’S HUMAN RESOURCE DEPARTMENT/DIRECTOR**

I, a representative of the Human Resource Department/Director from the above-mentioned applicant’s Company, certify that the information in items (1)-(5) above is true and accurate.

\_\_\_\_\_  
Authorised Signatory (HR Department/Director)  
and Company Stamp

\_\_\_\_\_  
Name and Designation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address and Phone Number