

Name of Estate: \_\_\_\_\_

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**APPLICATION TO PURCHASE ACCESS CARD**

Date: \_\_\_\_\_

Name of Resident: \_\_\_\_\_

Unit No: \_\_\_\_\_

Contact No: \_\_\_\_\_ (Residential) \_\_\_\_\_ (mobile)

Number of Cards required: \_\_\_\_\_

- Reason for Purchase:
- ☐ Lost of Access Card (to enclose police report)
  - ☐ Requires extra Access Card
  - ☐ Damaged/ Faulty Access Card
  - ☐ Others (please specify)

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**Notes:**

- 1. Each Access card will cost S\$\_\_\_\_\_ to purchase (payable to MCST\_\_\_\_\_).**
- 2. Replacement of lost Access card should be accompanied with a police report.**

*(I understand that the provision of access card will put the onus of security on our residents. it is meant solely and strictly for use of residents of \_\_\_\_\_ only. I agree that for security reason, in any case of loss of the access card, a police report should be made immediately and a copy to be submitted to the Management for record purposes.)*

For Official Use:      *Approved/ Not Approved*

*Cheque: No.* \_\_\_\_\_

*Amount:* \_\_\_\_\_

*Serial no/s:* \_\_\_\_\_

*Received By:* \_\_\_\_\_ *Date:* \_\_\_\_\_

\_\_\_\_\_  
Signature / Date