



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).
2. Address of flat

RENOVATION TO BE CARRIED OUT AT BLK _____

I/We _____ (NRIC No. _____), _____ (NRIC No. _____), _____ (NRIC No. _____), _____ (NRIC No. _____), 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

Witnessed by

(Name/NRIC no./Address/Date)