
**MANAGEMENT CORPORATION STRATA TITLE PLAN
NO. 3114 RIS GRANDEUR**

GST No: M9-0232212-R

Our ref: 2016/3114/Richard/023
20 June 2016

The Residents of Ris Grandeur

Dear Residents

**THE DO'S & DON'TS FOR USE OF MULTI-PURPOSE ROOM AT RIS GRANDEUR
CONDOMINIUM**

1. The Multi-Purpose Room is available for booking for the following two sessions

1st session : 10.00am to 4.00pm

2nd session : 5.00pm to 11.00 pm
2. Application Form for the Use of Multi-Purpose Room(available at the Management Office) must be completed and submitted to the Management Office with the payment of a **non-refundable booking fee of \$30.00 per booking/ per session** (incl GST) and also a **refundable security deposit of \$100.00 per booking/session**. The deposit is refunded on condition that the place is left clean and no damages caused to the common property.
3. Advance bookings can only be made by Resident up to a maximum of thirty (30) days in- advance. All reservations will be on a first-come-first-serve basis and all bookings are not transferable. **Booking can be done via the Ris Grandeur's website: www.risgrandeur.com.sg or at the management office. Booking through telephone will not be entertained.**
4. Booking hours are as follows:
Monday - Friday 8.30 am - 5.30 pm Management Office
Saturday 8.30 am - 12.30 pm Management Office
5. Each unit is entitled to book one session per month subject to availability.
6. **Any cancellation of booking shall be made known to the Management office at least 3 days before the date booked. Failing which, there will be no refund of booking fee.**
7. The maximum number of guests permitted is 40.
8. Residents must ensure that their guests comply with the Rules and Regulations of Ris Grandeur.
9. No setting up of tents or camping overnight is allowed.
10. Highly flammable equipment is not permitted at the Multi-Purpose Room e.g. gas cylinder etc.

Management Office 33 Elias Road Ris Grandeur Singapore 519935 Tel: (65) 6585 5183 Fax: (65) 6583 9150
Email: risgrandeur3114@gmail.com Website: www.risgrandeur.com.sg

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11. No live band or disco is permitted unless with the written approval from the Management.
12. Portable radios, cassette and CD players are permitted at the Multi-Purpose Room provided that the volume of the sound equipment is maintained at a reasonable level.
13. Not make excessive noise or engage in offensive conduct which may annoy or disturb other residents especially late at night, early morning or during the festive seasons.
14. The Multi-Purpose Room and its surroundings must be left in a clean and tidy condition after use. All unwanted food, litter must be disposed of properly.
15. Permission must be obtained from the Management prior to hiring of additional tables and chairs to be used at the Multi-Purpose Room
16. The Management will not be held responsible for any mishap, injury or loss sustained by residents and their guests, howsoever caused, during the use of the Facilities.
17. Decorations may be allowed(subject to prior approval by the Management) but care must be exercised not to damage the walls and ceiling boards. All decorations must be duly removed after the function.
18. Only allow vehicles to park at the designated visitor parking lots at the surface car park, subject to availability.
19. Not allow visitors' vehicles to park at the basement car park.
20. Display the Visitor Slip clearly on their vehicle's windscreen. Visitor's car is only allowed to park between the hours of 6am to 2am in the estate.
21. Overnight parking is strictly prohibited unless prior approval has been obtained from the Management and will be subject to a maximum of 3 days per month per unit.
22. Non compliance with the above visitor parking rules will result in wheel clamping of the vehicle and a payment of \$107 for the release of the wheel clamp.

For and behalf of the Management MCST 3114