

MANAGEMENT CORPORATION STRATA TITLE PLAN

NO. 3114 RIS GRANDUER

GST No: M9-0232212-R

APPLICATION FOR THE USE OF BARBECUE PIT

Name Of Applicant : _____ (Owner / Tenant)

Blk _____ Unit No. _____ Contact No. _____ (H) _____ (Hp) _____ (Fax) _____

Email : _____

Date of Use : _____ * (Mon / Tue / Wed / Thurs / Fri / Sat / Sun)

Session : [] S1: 10AM – 4PM [] S2: 5PM – 11PM

* I / We wish to hold a buffet function/party in the above facility on the above date and pay the deposit and the respective charges/fee as stated below.

Charges (Cheque to be made payable to MCST 3114) :

Non-Refundable Booking Fee : \$15.00

Refundable Deposit Payable : \$50.00

DECLARATION

I/We confirm that I/We have read and understand the Rules and Regulations for the use of BBQ Pit. I/We agreed to abide by the Rules and Regulations and I am responsible for the behaviour of my guests. I/We also understand that I must submit my guests' list one day before the session. By signing this application form, I/We expressively give consent to the management collecting, using & disclosing personal data provided in the form for the purposes of estate management and future communication related to this estate.

Signature

Date

FOR OFFICIAL USE

Booking Fee of \$15/- Cash : S\$ _____ (Receipts No.: _____)

Cheque No: _____

Deposit of \$50/- Cash : S\$ _____ (Receipts No.: _____)

Cheque No: _____

Received By: _____ Date: _____

Refund Amount: _____ Refunded By: _____ Date: _____

**Delete where appropriate*

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RULES & REGULATIONS FOR THE USE OF BBQ PIT

1. There are a total nos. of 3 Barbecue Pits and are opened for daily booking for the following two sessions:
1st session - 10:00 am to 4:00 pm
2nd session - 5:00 pm to 11:00 pm
2. Application Form for the Use of Barbecue Pit (available at the Management Office) must be completed and submitted to the Management Office with the payment of a **non-refundable booking fee of S\$15.00 per booking/ per session** (incl GST) and also a **refundable security deposit of \$50.00 per booking/session**. The deposit is refunded on condition that the place is left cleaned and no damages caused onto 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. **Only walk-in booking will be entertained. Phone bookings are not accepted.**
4. Booking hours are as follows:

Monday – Friday	8.30 am - 5.30 pm	Management Office
	5.30 pm - 10.00 pm	Guardhouse
Saturday	8.30 am - 12.30 pm	Management Office
	12.30 pm - 10.00 pm	Guardhouse
Sunday & Public Holidays	8.30 am - 10.00 pm	Guardhouse
5. Maximum of thirty (30) days in-advance booking of facilities can be done at the Guardhouse, only between the time from **9:00 pm to 10:00 pm**. Eg. For facilities on 1 May, booking can be done only on 1 April between 9:00pm to 10:00pm.
6. Each apartment is entitled to book one session (1 pit only) per month subject to availability of the Barbecue Pit.
7. **The maximum number of guests per pit is 20.** Please confine your guests to the BBQ Pits area only.
8. Residents must ensure that their guests comply with the Rules and Regulations contained herein.
9. No setting up of tents or camping overnight is allowed.
10. Highly flammable equipment and portable barbecue burners are not permitted at the barbecue area. Eg. gas cylinder, etc.
11. No live band or disco is permitted unless with the written approval from the Management.
12. Unless due to inclement weather, 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.
13. Portable radios, cassette and CD players are permitted at the barbecue area provided that the volume of the sound equipment is maintained at a reasonable level.
14. The Barbecue Pits and its surroundings must be left in a clean and tidy condition after use.
15. All unwanted leftover food, litter, etc. must be disposed of properly.
16. Permission must be obtained from the Management prior to hiring of additional tables and chairs to be used at the barbecue area.
17. 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.

**MANAGEMENT CORPORATION STRATA TITLE PLAN
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GUEST LIST FOR BBQ PIT BOOKING

NAME OF HOST:TOWER: UNIT:

CONTACT NO.: BOOKING DATE & TIME.:

S/N	GUEST'S NAME	VEHICLE NO.
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

1. Only a maximum of 20 guests allowed.
2. Guest List to be given to the Management at least one (1) working day before the usage of BBQ Pit..
3. All Guests are to park their vehicle at the Multi-Storey Carpark.

**MANAGEMENT CORPORATION STRATA TITLE PLAN
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FOR OFFICIAL USE ONLY

(1) Application handed to security officer: Name: on

(2) Name of Management Staff: on

BBQ PIT CHECKLIST

- To carry out cleaning to the barbecue pit and its surrounding area and complete by 1 hour before commencement of the above session including clearing of the bin.
- Security to check the pits 30 minutes before each session.

(1) BY CLEANERS (BEFORE USE)		(2) BY SECURITY (BEFORE USE)	
Is the bin cleared & clean?	YES/NO	Is the bin cleared & clean?	YES/NO
Is the pit tray & grille cleaned?	YES/NO	Is the pit tray & grille cleaned?	YES/NO
Are the tables & benches cleaned?	YES/NO	Are the tables & benches cleaned?	YES/NO
Is the sink chocked?	YES/NO	Any damage to the tables and benches?	YES/NO
Cleaning by:		Is the garbage bag supplied?	YES/NO
Inspected by: (Supervisor)		Checked by Security Officer:	

BBQ PIT INSPECTION BY SECURITY & RESIDENT

To carry our checking of the BBQ Pit (A) **BEFORE** and (B) **AFTER** each session with the user.

(A) BEFORE USE			(B) AFTER USE		
Any damage to tables & benches		YES / NO	Any damage to tables & benches		YES / NO
Garbage bins in good condition		YES / NO	Garbage bins in good condition		YES / NO
Stainless Steel Tray	1	YES / NO	Stainless Steel Tray	1	YES / NO
Grille	2	YES / NO	Grille	2	YES / NO
Tap	1	YES / NO	Tap	1	YES / NO
Sink	1	YES / NO	Sink	1	YES / NO
Tables	2	YES / NO	Tables	2	YES / NO
BBQ Pit Clean?		YES / NO	BBQ Pit Clean?		YES / NO

(A) Above itmes handed over at hrs.

(B) Above items handed over athrs.

(A) RESIDENT'S NAME:	(B) RESIDENT'S NAME:
Tower: Unit: BBQ Pit No.:	Tower: Unit: BBQ Pit No.:
Signature:	Signature:
Security Officer's Name:	Security Officer's Name:
Signature:	Signature:
Remarks:	Remar