



**Management Office**

Menara C, Cantara Residence, Jalan PJU 1A/42B, Ara Damansara, 47301 Petaling Jaya, Selangor Darul Ehsan.

Email: cantararesidence @ gmail.com

Contact No: 03-7832 0852

**APPLICATION FOR SHIFTING IN AND SHIFTING OUT**

Name of Owner/Tenant : ..... I/C No: .....

Address/Unit No : .....

Mobile/Telephone No : ..... Office No: .....

I, the above name, hereby authorized my Contractors/Movers to bring in/out my goods/belongings and etc for the above property for the period from ..... to ..... (.....Days) As such please allow the Contractor/Movers, their workers and vehicles to enter the Clusters/Condominium area.

I also understand that I will be fully responsible to clear all debris and to make good of any damages to the building (common area) upon completion of the said shifting activity. The works shall comply with the terms set out in the House Rules and Guidelines. I agree that if I fail to do so, Building Management reserves the right to take remedial action including removal of the debris . I acknowledge that my deposit of **RM 500.00 (Ringgit Malaysia: Five Hundred Only)** will be utilized for the aforementioned remedial action. In the event the cost of such remedial action exceeds the deposit, the additional amount shall be charged to the Owner's maintenance account.

1. Name of Contractor/Movers: .....
2. Address: .....
3. Telephone No. : .....

**Enclosed:**

[ ] **Online Transfer/ Banker Draft RM 500.00** Refundable Deposit to **PERBADANAN PENGURUSAN RESIDENSI CANTARA MAINTENANCE ACCOUNT**

Note: Shifting hours:

- Monday – Friday : 9.00 a.m – 5.00 p.m]
- Saturday , Sunday & Public Holidays : No works allowed

Date: ..... Signature: .....

**FOR OFFICE USE**

Approved/Not approved

Deposit received: RM .....

Receipt No. : .....

Date : .....

**REFUND OF DEPOSIT**

Deposit : RM .....

Amount Less : RM .....

Total Amount : RM .....

Refunded : RM .....

Comment : .....

Date : .....

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**For Cantara Residences Management**

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**Signature (Owner/Tenant)**