

**SR PROPERTY MANAGEMENT SDN BHD**

FORM M

(Company No. : 167394-H)  
(A YTL COMPANY)**CENTRIO, PANTAI HILLPARK  
MOVING \*IN / \*OUT NOTIFICATION**

Name of Property Owner/Tenant\* : \_\_\_\_\_ Unit No. : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Please tick whichever is applicable and indicate the date and time :

 Moving In (Date : \_\_\_\_\_ Time : \_\_\_\_\_ ) Moving Out (Date : \_\_\_\_\_ Time : \_\_\_\_\_ )

Particulars of movers :

No.	Name of Company	Contact Person	Vehicle Reg. No.
1.			
2.			

- Property Owner/Tenant are to submit this form at least three (3) working days prior to the moving in/out date.
- The permitted moving in / out days & hours are: Mondays to Saturdays :9.30am to 5.00pm.  
Sundays and Public Holidays : No moving in / out are allowed.
- I hereby place a **cash deposit (refundable) of RM500.00** which shall be held by Centrio JMB during the course of moving in / out.
- I understand that the cash deposit is refundable within three (3) working days, less any sum, if any, for repairs or damages caused to the common area and facilities and removal of any rubbish not cleared by my movers.
- Only foreign workers with proper work permit will be allowed into the property. UNCHR cardholders will not be allowed.
- Any owner / tenant who does not adhere to the above rules and no moving in / out form is submitted to Centrio JMB, a **penalty of RM200.00 will be charged.**
- Enclosed cash for the amount of RM500.00 being moving in / out deposit payable to Centrio JMB.

Signature of Property Owner/Tenant\* \_\_\_\_\_

Date \_\_\_\_\_

\*Please delete whichever is not applicable.

Signature of Staff \_\_\_\_\_

(Acknowledgement of receipt of deposit)

Tel : \_\_\_\_\_

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

Company Stamp

**For Office Use Only (Management)**

1. Refundable deposit refunded in full to the above Owner / Tenant. Date of refund : \_\_\_\_\_

2. Deduction of RM \_\_\_\_\_ from the refundable deposit was made. Reason/s : \_\_\_\_\_

Signature of Recipient (Owner / Tenant) \_\_\_\_\_

Refunded by (Signature of Staff) \_\_\_\_\_

**For Office Use Only (Security)**

This section is to be completed by the security personnel on duty

Vehicle Reg. No. : \_\_\_\_\_ (Time In : \_\_\_\_\_ Time Out : \_\_\_\_\_ )

Signature / Name of security personnel \_\_\_\_\_

Date \_\_\_\_\_

SRPM/06/10