



D* AMAN RESIDENCES @PUCHONG
 Management Office, Level 6, D aman
 Block O, Jalan Dagang Mas 5,
 47130 Puchong, Selangor
 Tel : 03-8600 9500 Email : damanmgt@gmail.com

APPLICATION FOR MOVING IN/DELIVERY/OUT OF D AMAN

	OWNER		TENANT
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Name of Applicant:		Unit No:
Moving Date:		
Contact No:	1. EMAIL:	2. Mobile Phone:
Vehicle No:		
Person in-charge:		

Residents are required to give 3-day advance notice to the Management. **A deposit of RM 200.00** is required for **MOVING/DELIVERY IN/OUT**.

- **Time to Moving In/Out/Delivery is from Monday to Friday from 9.00 AM – 5.00 PM only.**
- **Moving In/Out for Saturday starts from 9.00 AM – 1.00 PM only**
- **Strictly no moving in or out for Sunday & Public Holiday.**
- **Please take note that deposit will be fully and strictly forfeited if found anyone moving in/out after the above said hours.**

Moving in/out is not encouraged outside normal office hours. However, should the need arise, Residents are requested to inform the Management of such arrangement.

Upon the completion of moving, the Residents shall inform the Management/authorized representative to jointly inspect the lift lobby/common area to check that no damages/indiscriminate rubbish disposal has been done.

I/we, the undersigned confirmed that I/we have read the terms & conditions herein, and that I/we fully understands that I/we shall be liable for the breach of any such terms and conditions, and shall indemnity the Management for costs incurred due to my/our movers action.

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 Applicant Signature
 Name :
 I/C/Passport No :
 Date :

FOR OFFICE USE ONLY		
Deposit Amount Received	RM	
Rental Amount Received	RM	
Deposit Refund	Yes	No
Refund Date		
Amount Refund	RM	
Rental Receipt No		