

PERBADANAN PENGURUSAN KONDOMINIUM TIARA DUTA
Management Office: E-G-S8, TIARA DUTA CONDOMINIUM,
PERSIARAN PUTRA, TAMAN PUTRA SULAIMAN,
68000 AMPANG, SELANGOR.
Tel: 03-4270 5027 Fax: 03-2858 5540
Email :dutatiara@gmail.com

Delivery/Servicing/Installation/Moving
In/Out

Monday to Friday: 9.00am-5.00pm
Saturday: 9.00am-1.00pm
Sunday / Public Holidays : Not Allowed

Name Of Owner : _____ Date : _____

Name Of Tenant : _____ Time : _____

Unit No : _____

Tel No : _____

Name & Contact Lorry Driver : _____

Lorry Registration No : _____

Deposit Paid : RM200.00 Date Paid: _____

IN	
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Deposit Refund / Date : _____

OUT	
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Please state items delivered

I/ We shall be responsible for any damages caused by our workmen during the shifting.

Thank You.

Signature

MANAGEMENT

Approved By :

Remarks :

Date :

Time :

SECURITY

Checked By :

Comments :

Date :

Please take note that tenants moving in / out of Tiara Duta Condominium the owner have to inform the management, preferable one week before shifting in/out. This will enable the Security personnel to familiarize with the owners/tenants for their easy access and exit without unnecessary questioning and/or embarrassment.