

PANGSAFURI


PERBADANAN PENGURUSAN DE PALMA SETIA ALAM

No. 6, Persiaran Setia Makmur, Setia Alam, Seksyen U13,

40170 Shah Alam Selangor. Tel No. 03-3885 3388

Email: management.depalma@gmail.com

NOTIFICATION OF MOVE IN/ MOVE OUT

Unit No	_____	Common Facilities	_____
Move In Date	_____	Move Out Date	_____
Move In Time	_____	Move Out Time	_____
Owner's/ Resident's Particulars		<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant
Name	_____	NRIC/Passport No:	_____
Email	_____	Contact No	_____
Transporter's Particulars			
Company Name :	_____	No of Workers:	_____
Person In Charge	_____	NRIC/Passport No	_____
Contact No	_____	Vehicle No :	_____

IMPORTANT

- 1 Notice of moving in/move out to be given to the Management at least three(3)working days prior to the intended moving date
- 2 The Management reserves the right to refuse entry to any mover,if requisite notice has not been given to the Management
- 3 The moving in/moving out to be carried out from 9.00am to 5.00pm(Mon-Fri),9.00am to 1.00pm (Sat) excluding Sundays and Public Holiday unless prior written approval from the Management has been obtain
By submitting this form,I/we hereby agree that Perbadanan Pengurusan De Palma Setia Alam or GPFM as the service provider appointed to maintain and manage De Palma as the case may be their successors-in-title may collect,obtain,store and process my/or our Personal Data that I/We provide in this form for the purpose of considering my/our application or registration as described in this form
- 4 I / we hereby give my/our consent to Company and/Perbadanan Pengurusan or the Management of De Palma;
 - a Store and process my/our Personal Data;
 - b Disclose my/our Personal Data to relevant governmental authorities or third parties where required by law or for legal purpose
In addition,my/our Personal Data may be transferred to any company within Perbadanan Pengurusan De Palma Setia Alam which may inlove sending my/our data to a location outside Malaysia. For the purpose of updating or correcting such data I/We may at any time apply to the Company to have access to my/our personal Data which are stored by the Company.
For the avoidance of doubt Personal Data includes all data defined within the Personal Data Protection Act 2010 including all data I/we had disclosed to the Perbadanan Pengurusan De Palma Setia Alam in this form

Owner's / Tenant's Signature

Date:
FOR OFFICE USE ONLY

Attended by:	Approved by:	Acknowledge by:
Date :	Date :	Date :
(Frontliner)	(Manager)	(Security Officer)