



PARKHILL RESIDENCE BUKIT JALIL
Management Office, Level 7, Residensi Parkhill,
No.12, Lebuhraya Bukit Jalil, 57000 Kuala Lumpur,
Tel: 03-8656 9488/ 03-8656 9489
Email: parkhillresidencebj@gmail.com

MOVING IN / OUT FORM

Resident Particulars

Name : _____ Date: _____

Unit No : _____ Tel : _____

Email : _____

Duration Shifting: _____

Enquires : Owner () Tenant ()

Types of Shifting : Moving In () Moving Out ()

Details of Mover

Person In-charge Name : _____

Lorry Registration No : _____

Date And Time In : _____

Date and Time Out : _____

Delivery Items : _____

For Office Use

Payment Method : Cheque () Online Banking ()

Cheque No : _____

Cheque Date : _____

Deposit Charges (RM) : _____

Official Receipt No : _____



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Terms & Conditions

1. Owner / tenants shall inform the Management at least two (2) working day in advance of moving-in or out of the unit.
 2. Moving-in / out are restricted to the following hours: -
Monday – Friday : 9.00am to 5.00pm
Saturday : 9.00am to 5.00pm
Sunday and Public Holidays : Closed
 3. A refundable security deposit of RM 200.00 is payable to the **Badan Pengurusan Bersama PPAM Bukit Jalil & Residensi Parkhill** prior to moving-in or moving-out.
 4. The Management reserves the right to deduct any necessary sums of money from the said deposit to defray the cost of administration, cleaning up, repairs, replacement and / or making good of any damages to the common property caused by the movers in the course of moving-in / moving-out delivery or disposal of the bulky items.
 5. Any damage to common property due to the course of such moving-in or moving-out shall be borne by the owner.
 6. For further information, kindly refer to House Rules.
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ACKNOWLEDGEMENT

I hereby agree to abide by the Rules and procedures term & conditions as set out in this application.

Submitted by Resident/Tenant

Received by Management Office

Name:
Date :

Name:
Date :