



# PV15 MANAGEMENT CORPORATION

(PTG/WP.20/1/2934)

Management Office

G-13 PV15 Platinum Lake Condominium, No. 2A, Jalan Danau Saujana  
Off Jalan Genting Klang, 53300 Setapak, Kuala Lumpur  
Tel: 03-4144 4552 Fax: 03-4144 4557 Email: [pv15management@gmail.com](mailto:pv15management@gmail.com)

## MOVING PERMIT – SHIFT IN / OUT

(\*\*Circle whichever applicable)

### Mover Information:-

Mover's Name: \_\_\_\_\_

Unit No.: \_\_\_\_\_

IC/Passport No.: \_\_\_\_\_

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

### Contractor Information:-

Contractor's Name: \_\_\_\_\_

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

Vehicle No.: \_\_\_\_\_

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

Moving Time: \_\_\_\_\_

### Description of Goods Move In / Out:-

\_\_\_\_\_  
\_\_\_\_\_

### RULES & REGULATION MOVING IN / MOVING OUT

- Security deposit of **RM 300.00** at the management office upon applying for the permit.
- The deposit shall only refunded after verified by the security personnel on the following aspects:-
  - No loss/damage to our common properties
  - Cleanliness of common area
  - No bulky items been left at our common area
- In the event of any movers/contractors fail to comply with our rules and regulations, all cost incurred for loss/damage, cleaning of common area, removing of bulky items and etc. will be borne by the units owners.
- Moving In/Out activities only allowed:-
  - Monday to Friday : 9:00 a.m to 5:00 p.m**
  - Saturday : 9:00 a.m to 1:00 pm**
  - Sunday & Public Holiday : NO MOVING IN / OUT ALLOWED**
- Only the **Goods Lift (Lift 5 & Lift 6)** can be used for moving.
- Please keep original copy and return it to the Management Office for deposit refund purpose.

### FOR OFFICE USE ONLY

<b>Attended by:</b>		<b>Office Approval:</b>
<b>Deposit</b>		<b>Office Chop &amp; Date:</b>
<b>Cheque/Cash</b>		
<b>Amount (RM)</b>		
<b>Receipt No.:</b>		

\_\_\_\_\_  
**SIGNATURE BY MOVER & DATE**

### COPY TO SECURITY DEPARTMENT

Time In: \_\_\_\_\_

Time Out: \_\_\_\_\_

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

Name of Security Officer's: \_\_\_\_\_