

Notification of Building Works to Neighbours

(Builder shall keep record of the Acknowledgement by Neighbours)

Dear Owners of _____
(Address of properties within Min zone of Pre-construction survey)

We wish to inform you that we will be carrying out building works at _____
_____. (Address).

The building works is for the (Project Title):

The expected commencement date is _____.

The expected duration is _____ months.

Please contact the Liaison Person for any construction matters.

Name & Contact Info (HP) of
Main Liaison Person

Name & Contact Info (HP) of
Alternate Liaison Person

Yours faithfully

(Signature)

Name of Builder: _____

Date: _____

Acknowledgement of Notification

(Signature)

Name of Owner : _____

Address of Owner : _____

Date : _____

Request for Consent for Access

(Builder shall keep record of the Acknowledgement by Neighbours)

To the Owner of (Address): _____

We, the developer and Builder of building works at _____, would like to seek your consent to allow access to your premises for the following reasons:

- To carry out Pre-construction survey
- To install monitoring instruments
- To plaster and paint the new/extended party wall
- To erect scaffolding
- Other works: _____

*Please tick the above accordingly.

We will take the necessary precautionary measures to prevent any damage to your property in the course of these works as indicated above. Thank you.

Please contact the Liaison Person for any construction matters

Name & Contact Info (HP) of
Main Liaison Person

Name & Contact Info (HP) of
Alternate Liaison Person

Yours faithfully

(Signature)

(Signature)

Name of Developer: _____

Name of Builder: _____

Date: _____

Date: _____

Acknowledgement of Consent

I consent to grant access from _____ to _____ (to be specified by builder) for the following:

- To carry out Pre-construction survey
- To install monitoring instruments
- To plaster and paint the new/extended party wall
- To erect scaffolding
- Other works: _____

(Signature)

Name of Owner : _____

Address of Owner : _____

Date : _____

Notification of Communication Plan for Landed Development Projects
(to be submitted together with permit application form)

Commissioner of Building Control
 Building and Construction Authority
 52 Jurong Gateway Road, #12-01
 Singapore 608550
 Fax: 63342561

Project Reference No: _____

Project Title: _____

Notification to CBC on the Status of Communication Plan
Section 1 (to be completed by builder)

1. We have notified the owners of the following neighbouring properties of the proposed construction of the above project.

Address of properties:

- a) _____
 b) _____
 c) _____
 d) _____
 e) _____
 f) _____

Notification to CBC on the Status of Pre-construction Survey

Section 2 (to be completed by builder)

2.1 We have carried out pre-construction survey on the following neighbouring properties and have given a copy of the pre-construction survey to the owners of the properties surveyed on _____ (date).

Address of properties:

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

2.2 We are unable carry out pre-construction survey on the following properties as access is not granted (attach supporting documentation including Advice of Receipt (AR)).

Address of properties:

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

Name & Signature of Builder

Date

Notification to CBC on the Consent Granted for Access
Section 3 (to be completed by builder & developer)

3.1 We *require access/do not require access to complete the building works.

We have obtained consent from the owners of

Address of properties:

a) _____

b) _____

c) _____

to enter the premises to carry out construction works.

Consent for access to carry out building works has not been obtained from the owners of

Address of properties:

a) _____

b) _____

c) _____

Name & Signature of Developer

Name & Signature of Builder

Date: _____

Date: _____

Notification to CBC on Concreting for RC Wall Abutting Existing Party or Boundary Wall

Section 4 (to be completed by builder)

4.1 We *require /do not require to do concreting works for new RC walls abutting the existing party wall or boundary wall.

The RC walls are:

Load-Bearing Wall

Non Load-Bearing Wall

Details of method of construction:

4.2 We acknowledge that:

We shall ensure the building works (including concreting works) do not impose any lateral forces onto any part of the existing party wall and boundary wall that may undermine or adversely affect the stability of any part of the existing party walls and boundary wall.

We are aware the above is a Condition to the permit to carry out structural works to ensure structural stability of existing party wall and boundary wall. Any person who contravenes any term or condition of a permit to carry out any building works under section 6 of the Building Control Act shall be guilty of an offence and shall be liable on conviction –

(i) to a fine not exceeding \$20,000 or to imprisonment for a term not exceeding 12 months or to both; and

(ii) in respect of a continuing contravention, to an additional fine not exceeding \$1,000 for each day or part thereof the contravention continues.

Required to tick

Name & Signature of Builder

Date