



## **HOLLAND-BUKIT PANJANG TOWN COUNCIL**

Bangkit Office : Blk 256 Bangkit Road #01-71 Singapore 670256

Ghim Moh Office : Blk 3 Ghim Moh Road #01-298 Singapore 270003

Tel: 6766 9100 Fax: 6766 9211 Email: [mailbox@hbptc.org.sg](mailto:mailbox@hbptc.org.sg)

# **APPLICATION FOR NEW ACCESS CARD / UPDATE OF TELEPHONE NUMBER FOR TELEPHONY SYSTEM**

Section 1: Details of Application (Applicant must be registered flat owner)

|  |  |                |
|--|--|----------------|
| Name of Applicant                              |  |                |
| NRIC Number                                    | (Last 4 alphanumeric characters)   |                |
| Address  | Block:   | Unit No: # -   |
| Access Card                                    | Number:  | Serial No:     |
| Reason for new application                     |  | Old Serial No: |
| Contact Number to be used for telephony system | (Please provide only 1 contact number)   |                |
| Registered Flat Owner's Signature              |  |                |
| Date   |  |                |
| Remarks  | <p>1) Please note that the updating of new number shall take effect 7 days after the application date</p> <p>2) Kindly submit a scanned copy of the completed form via email to Holland-Bukit Panjang Town Council at – <a href="mailto:mailbox@hbptc.org.sg">mailbox@hbptc.org.sg</a></p> |                |

Section 2: For Official Use

|                   |      |           |      |
|-------------------|------|-----------|------|
| Acknowledged by   |      |           |      |
|                   | Name | Signature | Date |
| System Updated by |      |           |      |
|                   | Name | Signature | Date |