

Singapore Civil Defence Force Civil Defence Complex 91 Ubi Avenue 4 Singapore 408827

## APPLICATION FOR INSPECTION/COPY OF RECORD KEPT BY FIRE SAFETY DEPARTMENT

[S 113 OF FIRE SAFETY ACT 1993]



Instructions:

a. All forms are to be fully and correctly completed upon submission, failing which application shall be rejected.
b. Check the appropriate box (⋈)

\*Delete where applicable

Note: Some information/drawings/documents may not be available in our database. While we try to do our best to search for the information/drawings/documents requested, we are unable to guarantee that the search will always be successful. All fees paid are not refundable.

SECTION 1 (To be completed by the applicant)

De	lete where app	blicable									
<b>Note</b> : Some information/drawings/documents may not be available in our database. While we try to do our best to search for the information/drawings/documents requested, we are unable to guarantee that the search will always be successful. All fees paid are not refundable.											
SE	SECTION 1 (To be completed by the applicant)										
1.	TYPE OF APPLICATION  I/We wish to apply for:  The search of the following fire safety plans/documents  The inspection of the following fire safety plans/documents  Copy of the following fire safety plans/document *with/without certification  Building Plans  M&E Plans  FP Plans  Notice of Approval  TFP  FSC  Other (please specify):										
	of the following building:  Name of										
	Building(s)										
	*Lot/Plot No.					*TS/MK No.					
	Address / Road								Postal Code		
	T										
	Type of Building:  Residential (*bungalow/semi-detached/terrace/condominium/flat)  Commercial (*shopping complex/office building/shophouse)  Industrial (*factory/warehouse)  Other (please specify):										
2.			APPLICA								
	Name *Mr/Mrs/Ms/Mdm/Dr/Er/Ar										
	Address						Postal Code				
	Tel. No.					bile Phone No.					
3.	Fax No.  OTHER IN	VEODM:	ATION		Em	ail Address.					
3.	SCDF Buil										
	Reference 1	No. (if an	y)								
4	DOCUME	NIGE A GEORE	A CHED								
4.	I/We attached the following documentary proof of ownership of property.										
	Signature of Applicant						Date				

<b>SECTION II</b> (To be completed by the property owner or attach property owner's authorization letter)													
5. AUTHORISATION FROM PROPERTY OWNER													
	I,, owner of (name of owner) (address of property)												
	(name of owner) (underess of property)												
	hereby authorise												
	(name of applicant)												
	to inspect and make copies of the plans/documents of my above-mentioned property.												
	to inspect and make copies of the plans/documents of my above-inclitioned property.												
	Signature of Pro	property	Date										
				is owned by a company	y)								
	For Official Use												
OF CET													
		ents and j	fees checked by C	SC Officer)									
Fees Com	putation Type	<u> </u>	Rate	Quantity Required	Amount	Collected By							
Search Fee		\$27.00	per set/case	Quantity Required	Amount	Conected		cteu by					
Inspection		\$22.00	per set/case			Amount: \$							
Copying F		\$27.00	per set			·							
A0 Copy		\$ 2.00	per sheet										
A1 Copy		\$ 1.50	per sheet										
A3 Copy		\$ 0.20	per sheet										
A4 Copy		\$ 0.10	per sheet										
Certification Fee		\$ 5.00 per sheet \$ 11.00 per copy			<u> </u>		Signature:						
Copy of Notice/Certificate		\$ 11.00 per copy		Total fee payable			Name:						
				Total lee payable									
					Dat		te :						
D 4 71 C	Details of Requested Plans/Documents												
Details of	Requested Plans	/Docume											
Type		Ro		ference No.	Quantity		Size	Certification					
								Yes/No					
								Yes/No					
								Yes/No					
								Yes/No					
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