

GCB Court Management Corporation

Tel: +603-4257 9922 Fax: +603-4257 8772 H/P: +6016-332 8169 Email: office@gcbcourt.com

**RESIDENT ACCESS CARD APPLICATION**

Name: (Registered Owner/Tenant)		Unit No:
Mobile No:		Email ID:
Application for : Owner <input type="checkbox"/> Tenant <input type="checkbox"/> (Tenant must submit a copy of valid Tenancy Agreement as proof of resident)		
Terms & Conditions: 1. A refundable deposit of RM50.00 per resident access card is to be paid to GCB Management Office in cash or cheque addressed to "GCB Court Management Corporation". 2. Loss/Damage of Resident Access card is to be reported to GCB Management office immediately for card de-activation. 3. Replacement cost for loss is RM50.00 and for damaged returned card is RM10.00 per access card. 4. Applicant is to submit 2 copies of passport size photograph for the issuance of access card. 5. Each access card allows one person's entry only into GCB Court. 6. Guest/Visitors/Un-authorized sub letting persons are not entitled for access card. 7. Access card holder is not allowed to transfer the card or its usage to un-authorized person. 8. Any person caught using a card reported loss/damage will be reported as fraudulent access. 9. GCB Management will not hesitate to lodge a police report for fraudulent use of access card.		
Names of applicant:		
1.		Serial No:
2.		Serial No:
3.		Serial No:
4.		Serial No:
5.		Serial No:
Acknowledgement of receipt: 1. I hereby acknowledge receipt of all the above cards. 2. The resident card shall remain the property of GCB Court Management Corporation. 3. Resident card are strictly not transferable. 4. GCB Management reserves the right to review/revoke this application if found to be abused. 5. For refund of deposits I/we shall return to GCB Management all access cards in good condition.		
Resident's Signature: _____ Name: Date:	Attended by: _____ Name: Date:	Remarks:
<b>FOR OFFICE USE ONLY</b>		
Deposit Received RM <input type="text"/> Cash / Cheque: _____ Official Receipt No: _____ Date: _____	I/we hereby acknowledge receipt of the deposit refund RM <input type="text"/> Cash/Cheque: _____ Name: Date:	