

BUILDING MAINTENANCE AND STRATA MANAGEMENT ACT

BUILDING MAINTENANCE AND STRATA MANAGEMENT  
(STRATA TITLES BOARDS) REGULATIONS 2005

STB No. .... of .....

In the matter of an application under section  
..... of the Building Maintenance and Strata  
Management Act in respect of the development  
known as ..... (MCST No. ....)

**APPLICATION FOR AN ORDER BY A  
STRATA TITLES BOARD**

APPLICATION BY AN INDIVIDUAL OR A COMPANY

Section A: Personal Particulars of the Applicant

(For Individual)

1. Name:
2. NRIC / Passport No:
3. Country of issue of NRIC /  
Passport:
4. Address within Singapore  
for service of documents:
5. Contact Tel No.:

Fax No.:

(For Company)

1. Name:
2. Company Registration No.:
3. Place of Incorporation:
4. Address within Singapore  
for service of documents:
5. Contact Person and  
Tel No.:
- Fax No.:

(Instructions: Please similarly provide the personal particulars of every other Applicant, if more than one.  
Please also see Notes of Guidance for general guidance as to your eligibility to make an application.)

Section B: Particulars of the Flat (or other premises of the Applicant)

1. Address of the Applicant's Flat (or other premises) which is the subject of this Application:
2. Name of the Management Corporation of the Development:                      The Management Corporation Strata Plan No.
3. Address of the Management Corporation for service of documents:
4. Name of Managing Agent (if any):
5. Address of Managing Agent:
6. Name of Management Corporation's
  - (a) Chairman:
  - (b) Secretary:

Section C: Particulars of the Party (“the Respondent”) against whom the Board is asked by the Applicant to make Order(s)

1. Name:
  
  
  
  
  
  
  
  
  
  
2. Address known to the Applicant at which documents, correspondence, etc., is likely to reach the Respondent:
  
  
  
  
  
  
  
  
  
  
3. Address of the Respondent’s Flat (or other premises) which is the subject of this Application (if applicable):

(Instruction: Please similarly provide the personal particulars of every other Respondent, if more than one).

Section D: Particulars of Order(s) sought from the Strata Titles Board

- (a) Please state the exact terms of the Order being asked for (i.e. the action that the Applicant wants the Respondent to take).
  
  
  
  
  
  
  
  
  
  
- (b) Please state the section(s) of the Building Maintenance and Strata Management Act under which the Applicant is seeking the Order(s).

(Instructions: Please see Notes of Guidance annexed for general guidance as to the Sections authorising this Application).

Section E: Reason(s) for seeking the Order(s)

Please give as clear as possible a narration of the nature of the dispute and the events leading up to the dispute and to this Application so that —

- (a) the Respondent will be informed exactly as to the Applicant's complaint; and
- (b) the Board's hearing and understanding of this Application will be facilitated.

(If the Applicant has documents which the Applicant intends to rely on, the Applicant should annex copies). (The Applicant should also include the floor plans of the relevant premises where applicable).

I, ....., the abovenamed \*Applicant / duly authorised representative of the Applicant hereby declare that to the best of my knowledge, information and belief the information given in this Application is true and correct and I apply herewith to the Strata Titles Boards for the Order(s) as described in Section D.

Date:

.....  
Signature

Notes of Guidance for Form 8

[These are for general guidance only and applicants must refer to the actual provisions in the Act for their full meaning and effect]

Section of Building Maintenance and Strata Management Act	Person Entitled To Apply
<p style="text-align: center;">101</p> <p>Order to settle a dispute or rectify a complaint with respect to defects, etc.</p>	<p style="text-align: center;">management corporation, subsidiary proprietor, mortgagee in possession, lessee or occupier</p>
<p style="text-align: center;">102</p> <p>Order to convene a general meeting</p>	<p style="text-align: center;">a person entitled to vote at management corporation meeting</p>
<p style="text-align: center;">103</p> <p>Order to invalidate a resolution or election</p>	<p style="text-align: center;">subsidiary proprietor or first mortgagee</p>
<p style="text-align: center;">104</p> <p>Order to nullify a resolution where voting rights were denied or due notice of item of business was not given</p>	<p style="text-align: center;">person improperly denied vote or not given due notice of item of business</p>
<p style="text-align: center;">105</p> <p>Order to revoke amendment or addition of by-law; Order to revive revoked by-law</p>	<p style="text-align: center;">a person entitled to vote at management corporation meeting (including both a first mortgagee and mortgagor)</p>
<p style="text-align: center;">106</p> <p>Order to invalidate purported by-law</p>	<p style="text-align: center;">a person entitled to vote at management corporation meeting (including both a first mortgagee and mortgagor)</p>
<p style="text-align: center;">107</p> <p>Order to vary the rate of interest in respect of late payment of contribution</p>	<p style="text-align: center;">subsidiary proprietor or mortgagee in possession</p>
<p style="text-align: center;">108</p> <p>Order to vary the amount of contributions levied or manner of payment thereof</p>	<p style="text-align: center;">management corporation, subsidiary proprietor or mortgagee in possession</p>

Section of Building Maintenance and Strata Management Act	Person Entitled To Apply
<p style="text-align: center;">109</p> <p>Order to vary the amount of insurance to be provided</p>	<p style="text-align: center;">subsidiary proprietor or mortgagee</p>
<p style="text-align: center;">110</p> <p>Order to make or pursue insurance claim</p>	<p style="text-align: center;">subsidiary proprietor</p>
<p style="text-align: center;">111</p> <p>Order that management corporation consents to subsidiary proprietor's proposal for alterations to the common property</p>	<p style="text-align: center;">subsidiary proprietor</p>
<p style="text-align: center;">112</p> <p>Order to appoint a managing agent to exercise or perform certain powers, etc.</p>	<p style="text-align: center;">subsidiary proprietor, mortgagee or judgment creditor of management corporation</p>
<p style="text-align: center;">113</p> <p>Order to supply information or documents</p>	<p style="text-align: center;">a person wrongfully refused information or inspection of record or document by management corporation, etc.</p>
<p style="text-align: center;">114</p> <p>Order for entry to lot</p>	<p style="text-align: center;">management corporation</p>
<p style="text-align: center;">115</p> <p>Order to resolve dispute between management corporations and subsidiary management corporations</p>	<p style="text-align: center;">management corporation</p>

\* In these Notes, "management corporation" includes "subsidiary management corporation".