

# SINGAPORE JAIN RELIGIOUS SOCIETY

Srimati Nirmalaben Chandulal Doshi Jain Sthanak



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## REQUEST FOR REGULAR USE OF JAIN STHANAK

This form is to be filled out by any SJRS Member who wishes to use the SJRS's premises @ 18 Jalan Yasin, Singapore.

### SECTION 1: APPLICANT'S PARTICULARS

Name of Member:			
Residential Address:			
Tel (Home):		Fax (Home/Office):	
Tel (Mobile):		E-mail:	
Period of use: <small>(On a Calendar Quarter Basis)</small>	From: <u>    Eg: 01 October 2014    </u>	To: <u>    Eg: 31 December 2014    </u>	

### SECTION 2: USAGE REQUIREMENTS

Applying on Behalf of Another Person / Organization (Tick One)						
YES <input type="checkbox"/>	NO <input type="checkbox"/>	<small>(IF YES - Provide Name of Person / Organization)</small>				
<small>(Please provide description of principal activity/event &amp; state if for RELIGIOUS or NON-RELIGIOUS use)</small>						
STATE PURPOSE:		RELIGIOUS <input type="checkbox"/>			NON-RELIGIOUS <input type="checkbox"/>	
		<small>(Tick)</small>			<small>(Tick)</small>	
Number of Guests <input type="text"/>	Pax <input type="text"/>	Open to All Members <small>(If NO means by Invitation Only)</small>			YES / NO <small>(Circle One)</small>	
Day(s) <small>(Circle as Needed)</small>	Mon	Tues	Wed	Thurs	Fri	Number of Level 1 Rooms <small>(Indicate 1 or 2 or 3)</small>
Time Slot <small>(Circle as Needed)</small>	9am-1pm	9am-1pm	9am-1pm	9am-1pm	9am-1pm	
	2-6pm	2-6pm	2-6pm	2-6pm	2-6pm	
	6-10pm	6-10pm	6-10pm	6-10pm	6-10pm	

### SECTION 3: ACCEPTANCE OF CHARGES

(Payments shall be due on the 1st day of the month of the next quarter)

<input type="checkbox"/> PLEASE TICK	<b>I AGREE TO THE CHARGES FOR THE REGULAR USE OF STHANAK ON A QUARTERLY BASIS AS PER AGM #42 DIRECTIVE AT A RATE OF S\$50 PER ROOM/SESSION (IN 4-HR BLOCK TIMINGS)</b>
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Signature of Member:	Date of Application:
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### IMPORTANT NOTES

- 1) THE USE OF THE PREMISES IS ON A FIRST COME FIRST SERVED BASIS.
- 2) ALL PERSON ENTERING /USING THE PREMISES MUST ABIDE BY THE RULES SET FORTH IN THE ATTACHED DOCUMENT.
- 3) DUE CARE SHALL BE TAKEN IN HANDLING THE FURNITURE & FITTINGS LOCATED WITHIN THE PREMISES. ANY/ALL DAMAGE(S) SHALL BE REPORTED IMMEDIATELY AND SHALL BE THE SOLE RESPONSIBILITY OF THE APPLICANT.
- 4) UPON CONCLUSION OF THE ACTIVITY/EVENT, THE PREMISES SHALL BE CLEANED UP (BY THE APPLICANT OR HIS REPRESENTATIVES) TO THE SATISFACTION OF THE CARETAKER.
- 5) APPLICANT MUST ENSURE THAT PARKING BY GUESTS IS ORDERLY AND THERE IS NO OBSTRUCTION TO THE TRAFFIC FLOW ALONG 18 JALAN YASIN

<input type="checkbox"/> PLEASE TICK	<b>I HAVE READ THE ATTACHED GUIDELINES ON THE REGULAR USE OF THE STHANAK AND AGREE TO ADHERE TO THEM</b>
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### SECTION 3: FOR OFFICIAL USE ONLY

Application Received (Date)		Approved	YES / NO (Circle One)
Received By: <small>(Name of FM Rep)</small>		MC Meeting # <small>(and Date)</small>	