



APPLICATION FOR ADDITIONAL DISPLAY AREA DURING FESTIVE SEASONS 佳节期间店屋前摆设申请表格

Please read carefully the terms and conditions stated in Annex A before completing this form. 请在填写本表格前仔细阅读 Annex A 的条款和条件。

SECTION I – PARTICULARS OF APPLICANT 申请人详情

Name of Owner 店主姓名	
NRIC No. (Last 4 digits) 身份证号码 (最后 4 尾数)	
Address 地址	
Shop / Company's Name 商店/公司名称	
Contact No. 联络号码	

SECTION II – DETAILS OF APPLICATION 申请详情

Premise Address 商店地址		
Festive Season 佳节		
Display Period 展示期		
Tentage 帐篷	<input type="checkbox"/> With Tents 有帐篷	<input type="checkbox"/> Without Tents 无帐篷
	Tentage Erection Date 搭建帐篷日期:	
	Tentage Dismantle Date 拆帐篷日期:	

APPLIED SPACE IN FRONT OF SHOPFRONT 店面前应用空间 #01-_____

m x	m =	m ² x	\$	= \$
GST 消费税				= \$
Reinstatement Deposit 恢复存款				= \$
TOTAL 总额				= \$

SECTION III – DECLARATION 声明

I have read and fully understood the terms and conditions stated in Annex A. I also understand that this application does not constitute to an approval. Additional space should only be erected upon receipt of an official approval letter and permit from the Town Council with payment made. 本人已详读并完全理解 Annex A 所述的条款和条件，并清楚了解这份表格不代表申请已获批准。唯有收到市镇理事会的正式批准信和准证，并缴付费用后方可实行。

Name & Signature of Applicant
申请人姓名及签名

Company's Stamp (if applicable)
商店 / 公司盖章

Date
日期

Main Office : Block 255 Jurong East Street 24 #01-303 Singapore 600255
Branch Office : Block 630 Bukit Batok Central #01-146 Singapore 650630
Branch Office : Block 324 Clementi Avenue 5 #01-223 Singapore 120324

Fax: 6562 4997
Fax: 6562 3182
Fax: 6464 0539

SECTION IV – ENDORSEMENT BY MERCHANTS’ ASSOCIATION 商联会的立场

Our Association has no objection to the proposed application by the shop owner. 本会对以上申请没有异议。

Signature of Chairman
主席姓名及签名

Association’s Stamp (if applicable)
商联会盖章

Date
日期

SECTION V – FOR OFFICIAL USE 官方使用

This application is 此申请已被		[] Approved 批准	[] Not Approved 不批准
Date of Erection 搭建帐篷日期		Date to Dismantle 拆帐篷日期	
Duration 为期		No. of Days Approved 批准天数	
Balanced Quota after this Application* 此申请后所剩天数			

*30 days annual quota will start on 1 Jan. 全年 30 天天数将从 1 月 1 日更新。

Date
日期

Property Officer
产业执行员

Property Manager
产业执行经理

ANNEX A - TERMS AND CONDITIONS 条款和条件

1. Rates for Additional Display Space (ADA) – Per shop front of max area 7m x 4m:
 额外展示区域 (ADA) 收费 - 每间店屋面积顶限为 7 米乘 4 米)

Category of Shops 店屋类别	Charges 收费	
Major Tenants 普通店屋	With Tent 有帐篷	\$200 / day 每天
	Without Tent 无帐篷	\$100 / day 每天
Small Retail 小型零售	With Merchants Association Endorsement 获得商联会支持	\$50 / month 每月
	Without Merchants Association Endorsement 没有获得商联会支持	\$200 / month 每月

2. The applicant must be the registered owner operating in Jurong GRC, Yuhua SMC, Clementi SMC, Bukit Batok SMC and **NOT** a third-party operator. 申请者必须是裕廊集选区、裕华单选区、金文泰单选区或武吉巴督单选区所管辖的店，而非第三方运营商。
3. Each shop unit has an annual quota of 30 days per calendar year. Shop owners can decide on the frequency and number of days to utilise per application. There will be no advancement of quota. 每个店铺的年度配额为每个日历年 30 天。店主可自行决定申请的频率和所用天数。配额不可预支。
4. The maximum allowable Additional Display Area (ADA) is limited to the width of the applicant's shop x 3m only. However, the allowable area may be smaller for some shops depending on site constraint and according to the discretion of the Town Council. The ADA will fall within the vicinity of the applicant's shop or the same commercial node. 获准的额外展示区域最大范围仅限于申请者店铺的宽度 x3 米。但，根据场地限制和市镇理事会的判断，某些商店的获准的 ADA 可能会更小。ADA 将落入申请者店铺或同一商业交点的范围内。
5. The approved additional retail space is to allow shops to have sufficient space for effective crowd control. Shops must already in compliance with the prevailing COVID-19 Safe Management Measures (SMMs), ESG retail advisory, and any other existing requirements for the ADA. Shops must comply with all relevant regulatory requirements when operating the ADA. 获准的 ADA 是为了让商店有足够的空间进行有效的控制人群。商店需已遵守冠状病毒疾病 (COVID-19) 的现有安全管理措施 (SMM)、ESG 零售咨询以及任何对 ADA 其他现有要求。商店在经营 ADA 时必须遵守所有相关的法规要求。
6. The applicant shall not sublet the ADA to a third party. The permit is non-transferable or assignable in any manner whatsoever. The permit is only valid for the period permitted and the maximum period for each display is **30 days only**. 申请者不得将 ADA 转租给第三方。准证不得以任何方式转让。准证仅在允许的期限内有效，每次 30 天为顶限。
7. The applicant shall comply with all laws, regulations, rules and directions set down by the Town Council, its officers, servants or agents of any Government Departments, Statutory Boards or competent authority with regards to the display. 申请者必须遵守市镇理事会的职员或其它有关部门的法律条规及准则。
8. The ADA must be clearly demarcated and confined within the approved space at all times. Display of goods beyond the permitted area will be subjected to enforcement action. Access control must be implemented, with only one manned entry / exit point. ADA 必须始终明确划分并将摆放物品放在批准的范围内。超出批准的范围的商品展示将受到市镇理事会的执法行动。必须实施出入限制，只设一个被人值守的出入口。

9. The goods displayed must be related to HDB's approved trade of the shop unit. 摆放物品必须是根据建屋局所批注的各个店屋单位商业性质有关。
10. The applicant must ensure that the goods displayed at the ADA caused no obstruction, damage, injury, inconvenience, annoyance, provocation or disturbance caused to the Town Council's property, tenant / lessee and the public. 申请者必须确保在 ADA 展示的商品摆放不会对市镇理事会的产业、租户/承租人和公众造成任何阻碍、损坏、伤害、不便、烦扰、挑衅或干扰。
11. The applicant must ensure that the approved ADA and its surroundings are kept clean and tidy at all times. The applicant is required to dispose all refuse generated from the ADA daily at his/her own expenses. 申请者必须确保经批准的 ADA 及周围环境保持清洁和整洁。申请者必须自行负责清除每日由 ADA 所造成的垃圾。
12. No live or loud music, live product demonstration, food tasting or food sampling is allowed at the ADA. 在 ADA 里不允许任何现场或响亮的音乐、现场产品演示或品尝食物。
13. The permit must be produced on demand to any officer or agent of the Town Council. 店主必须在市镇理事会的职员或其它有关单位的要求下出示准证。
14. Tentages 帐篷
- All tentages erected must be 3 meters away from existing building / facilities. 所有搭建的帐篷必须与现有建筑物/设施保持 3 米距离。
 - Erection of tentages must comply strictly with the requirements of the competent authorities, e.g. the Singapore Civil Defence Force (SCDF). 搭建帐篷必须严格遵守主管当局的要求，例如：新加坡民防部队 (SCDF)。
 - The applicant will need to apply for a Temporary Change of Use Permit from the SCDF and forward a copy to the Town Council together with a refundable deposit. Town Council will then issue an Official Permit for the applicant to occupy the ADA. 申请者需要向 SCDF 申请临时更改使用许可证，并将副本连同押金转发给市镇理事会。市镇理事会将随后向申请者发正式占用 ADA 的许可证。
15. Turfed Area 草坪区
- The applicant shall erect a wooden platform for any goods/merchandise displayed. 申请者应为展示的任何商品搭建木制平台。
16. The applicant shall be solely responsible and shall pay all necessary expenses for any loss or damage to the Town Council's property at the specified space, its surroundings and/or adjacent buildings, tenants, occupiers, member the public incurred as consequences of the granting of the permit, irrespective of whether or not there is negligence on the part of the applicant. 申请者必须全权负责因授予该许可而对市镇理事会指定空间的财产、其周围和/或相邻建筑物、租户、占用人、公众所造成的损失或损坏的所有必要费用，无论申请人是否有疏忽。
17. The applicant shall indemnify the Town Council against all losses, claims, demands, actions, injuries, damages, costs or expenses or other liability arising in any way from the granting of the permit. 申请者必须向市镇理事会赔偿因授予许可证而产生的任何损失、索赔、要求、诉讼、损害、成本或开销或其它负责。
18. **The permit may be cancelled or revoked by the Council at any time without notice if the applicant breaches any of the above conditions.** Fees collected will not be refunded and the deposit would be forfeited. **如果申请者违反上述的任何条件，市镇理事会会在不另行通知下取消或撤销许可证。** 申请者将不得索取任何赔偿，收取的费用将不予退还，押金将被没收。

19. Upon the revocation or expiry of the permit, the applicant shall at his own expense within three (3) days thereafter restore the site or part thereof as may have been disturbed to the satisfaction of the Town Council. In default of such restoration being effected, it shall be lawful for the Town Council to effect the same and all costs and expenses incurred in respect thereof shall be payable by the applicant. The rights of the Town Council shall not be prejudiced or affected by the revocation or expiry of the permit. 许可证撤销或到期之后，申请者应在三（3）天内自费恢复使用场地。如果申请者不进行此修复，市镇理事会有权向申请者产生索偿修复所有费用。市镇理事会的权利将不受许可证的撤销或到期的影响。

Updated: 10 August 2023