

## Appendix 3 <List of Mechanical & Electrical Layout Plan>

Office Unit : \_\_\_\_\_

Floor No.: \_\_\_\_\_

Management Company will provided the following drawings to tenants, Tenant may request for additional copy of at RMB 20 /pcs (A1) payable to the Management Company.

Item	Name of Drawings	Size	Scale	QTY	Remarks
1	Floor Lighting Layout Plan	A1	1:200	1pcs	
2	Floor HVAC Layout Plan	A1	1:200	1pcs	
3	Floor Fire Services Layout Plan	A1	1:200	1pcs	
4	Automatic Fire Alarm Layout Plan	A1	1:200	1pcs	
5	Emergency Announcement System Layout Plan	A1	1:200	1pcs	

Tenant (Company) : \_\_\_\_\_ on \_\_\_\_ YY/ \_\_\_\_ MM/ \_\_\_\_ DD, received above drawing(s) and herewith counter sign for confirmation.

Tenant (Representative) : \_\_\_\_\_ Date : \_\_\_\_\_