

## Form 13 <Working Permit>

Name of Tenant : \_\_\_\_\_

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

Tel. No. : \_\_\_\_\_

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

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Tenant is allowed and approved to carry out fitting out work at Office unit \_\_\_\_\_  
of the following work arrangement :

Scope of Work : \_\_\_\_\_

Name of Tenant's Contractor : \_\_\_\_\_ with total \_\_\_\_\_ nos. of workers

Permit effective date : from \_\_\_\_\_ (YY) \_\_\_\_\_ (MM) \_\_\_\_\_ (DD) To \_\_\_\_\_ (YY) \_\_\_\_\_ (MM) \_\_\_\_\_ (DD)

Working period / Time: from \_\_\_\_\_ To \_\_\_\_\_

Site incharge person : \_\_\_\_\_ Contact No. : \_\_\_\_\_

Tenant's representative : \_\_\_\_\_ Contact No. : \_\_\_\_\_

The Management Company may reserve the rights to stop the fitting out work in case of any construction noise and odor adversely influential other occupants during the working period and the associated damage or loss shall be responsible by the tenant and tenant's contractor.

Remark :

1. Prior to any work, the tenant and Tenant's contractor shall provide sufficient preventive, protective and security measures together with proper coordination and communication work, and else arrangement compliance to requirement of regulation and the building.
2. Strictly comply with requirement and rule stipulated in this fitting out guide and comments on fitting out drawing submission.
3. Make work permit extension application to Management Company of not less than 1 day prior to expiry in case of any delay of work.
4. Display this working permit to prominent and eye catching place of the premises.

Chengdu Harriman Property Management Ltd. (Company Chop) : \_\_\_\_\_

Date : \_\_\_\_\_