



**HOUSING & DEVELOPMENT BOARD  
INDUSTRIAL PROPERTIES DEPARTMENT**

Atrium 3rd Storey, HDB Hub, 480 Lor 6 Toa Payoh , Singapore 310480, Toll-free hotline 1800-8663077

This form may take you about 15 minutes to fill up.  
You will need the following information to fill up the form:-  
- Registered Tenant's and BCA Licensed Air-Conditioner installer particular

**SELF DECLARATION FOR INSTALLATION OF AIR-CONDITIONERS**

**I GENERAL NOTE**

- (i) The industrial tenant/lessee is required to engage a BCA licensed air-conditioner installer if the air-conditioner is to be mounted on the exterior of your industrial unit or if any part of the air-conditioner projects outwards from your premises.
- (ii) This Self Declaration is to be completed in full and submitted with the "Lodgement of Addition and Alteration Works"
- (iii) The layout and the details of the installation of air-conditioners are to be incorporated in the drawings with the proposed or the existing Addition and Alteration works and endorsed by licensed air-conditioner installer. Catalogues or brochures of the air conditioners must be attached.
- (iv) Photocopies of the air-conditioner installer's license (both sides) are to be attached.

**II PARTICULARS AND UNDERTAKING OF INDUSTRIAL TENANTS/LESSEES**

Name (Sole-proprietor/Partner/Legal Representative of Pte Ltd Co)	NRIC	Name of Industrial Complex:
Company Name & Registered Address :		Application Date :
Address (site of Installation)		Tel/Pager No.
<p>1. In consideration of my application herein and the endorsement to be granted, I agree and undertake to abide by and be bound by the Endorsement/Lodgement of Addition and Alteration Works .</p> <p>2. I understand that the HDB's endorsement of the application as shown on Form CS/3 is on the basis of electrical rating only. I will be responsible to ensure that the air-conditioners installed comply with the Building Control Act and the regulations of other relevant authorities.</p>		
Signature	Date	Company Stamp

**III PARTICULARS AND UNDERTAKING OF BCA LICENSED AIR-CONDITIONER INSTALLER**

Name of Air-Con Installer	Company Stamp (If available)	
Address of Air-con Installer		
BCA License No.	Tel/Pager No.	
I hereby confirm that I will supervise and ensure that the installation of the air-conditioners at the above premises comply with the Building Control Act and the regulations of the other relevant authorities.		
Signature	Date	

Delete where not applicable. 21/4/06