

## Appendix 2 – Draft Letter of Undertaking

### UNDERTAKING FOR CONVEYANCE OF BALCONY ENCLOSURE RESTRICTION TO PURCHASERS OF HOUSING UNITS

To: Chief Executive Officer  
Urban Redevelopment Authority  
As Competent Authority  
Under the Planning Act (Cap. 232)

#### **LETTER OF UNDERTAKING**

\_\_\_\_\_ (applicant's name) \_\_\_\_\_, a company incorporated in Singapore and having its registered office at \_\_\_\_\_ ( "the Company") has applied to the Competent Authority for planning permission for the proposal of balconies at \_\_\_\_\_ (subject premises) \_\_\_\_\_ ( "the Development") under the Bonus Balcony GFA Scheme ("the Scheme").

In consideration of the CA issuing the planning permission and approving the balconies at the Development under the Scheme, the Company undertakes to convey to purchasers and prospective purchasers of the housing units comprised in the Development that balconies are not allowed to be enclosed unless with an approved balcony screen. In particular, the Company is to -

- (a) Include the following notice in all marketing collaterals<sup>8</sup> which show any layout plan for a housing unit with balcony or balconies approved under the Scheme

"The balcony shall not be enclosed unless with the approved balcony screen. For an illustration of the approved balcony screen, please refer to Page xxx of this brochure<sup>9</sup>" (see [Appendix 1](#))

- (b) Provide an illustration of the approved balcony screen in the marketing collaterals (see [Appendix 1](#))

- (c) Put up and display clear and conspicuous notices at the balcony/balconies in the show unit(s) of any housing unit(s) which is/are approved under the Scheme

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<sup>8</sup> Marketing collaterals shall be defined for purpose of this undertaking to include all marketing materials in any medium and designed to convey the approved layout plans of the housing units comprised in the Development for the express purpose of marketing the sale of the housing units to any prospective purchaser e.g. sales brochure.

<sup>9</sup> An example of the notice and illustration is set out in Appendix 1 hereto

during the marketing period for the Development, to inform visitors of the balcony enclosure restriction and the design and full extent of the approved balcony screen.

- (d) Install a mock-up of the approved balcony screen in its actual scale at the show unit or in the sales gallery. For developments with more than one design of approved balcony screen, to install mock-ups of all types of the approved balcony screens in their actual scale at the show unit or in the sales gallery.

The Company also undertakes to do at its own cost and expense all things necessary to ensure that the provisions of this undertaking are complied with in all respects.

The Company acknowledges that the planning permission shall be issued by the CA subject to such conditions as the CA may impose. In the event of any breach or non-compliance with any of such conditions, the CA may cancel the said planning permission.

Dated this \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_

Name of Director

Authorised by resolution to sign this Undertaking for and on behalf of abovenamed Company

\_\_\_\_\_

Name of Company

**APPENDIX 1**

**Sample of notice to be included in sales brochure**



\* "The balcony shall not be enclosed. Only approved balcony screens are to be used. For an illustration of the approved balcony screen, please refer to Page xxx of this brochure."

Approved balcony screens (Page xxx)

