## FORM E3D REQUISITION FORM FOR LEASE & TENANCY

55 Newton Road, Revenue House Singapore 307987



**Nature of Transaction: Novation of Lease** 

This form may take you 10 minutes to fill in.								
Please get ready the following information to fill in the form: - a) the document that you are paying Stamp Duty on; b) particulars of the parties involved and any other details related to the document.								
Please complete this F	Form in E	BLOC	CK letters.					
Fields that are marked	d with * a	are ma	andatory.					
FOR OFFICIAL USE		Ocur	nent Ref No.					
TON OFFICIAL USE		- Cuiii	ient iver ivo.					
Getting Started								
Applicant's Name*		T						
Applicant's Email Addr	ess*							
Applicant's Contact No	*	+65						
File Ref No. (optional)		$\perp$						
Nature of Transaction		<u> </u>	ation of Lease					
Document Description/	Title	Nov	ation of Lease					
Document Details								
Format of Document*	☐ Phys	sical	☐ Electronic	(Selec	t one of the Mode	of Offer and Acceptance if it is "Elect	ronic")	
(Select "Physical" or "Electronic")		-	Mode of Offe	r* (Sel	ect one)			
			☐ Email			☐ Messaging Service (e.g. SMS, WhatsApp)		
			☐ Website/ P	ortal		☐ Physical		
			☐ Verbal					
			Others (If 0	Others,	, please specify)*			
			Mode of Acce	eptano	ce* (Select one)			
		☐ Email ☐ Messaging Service (e.g. SMS, WhatsApp)					WhatsApp)	
	☐ Website/ Portal ☐ Physical							
			Others (If 0	Others,	, please specify)*			
Document signed in* (S	Select "Sir	ngapo	ore" or "Overse	as")	Singapore	Overseas		
Date of Document* (DD	·/MM/YYY	(Y)				Received Date of Document in Singapore (DD/MM/YYYY)* (Mandatory if "Document signed in" is "Overseas")		
☐ Date of Document is	unavailab	ole (Da	ate of Documer	nt and/	or Received Date	of Document in Singapore is not rec	uired on tick of field)	

Landlord/ Lessor Details#									
Profile*	☐ Singapore (	Citizen	NRIC						
	☐ Singapore I	PR	NRIC						
	☐ Foreigner	Identity Type	□ FIN	☐ PASSPORT	OTHER	S			
	Identity No.*								
	☐ Entity	Identity Type	☐ UEN-LOG	CAL CO UEN-BI	USINESS	☐ UEN-OTHERS	OTHERS		
	Identity No.*								
Name*									
Email Address*									
Mobile/ Contact No	<b>o.*</b> +65								
	(Note: Enter M	obile No. if Profile	e selected is S	ingapore Citizen, Sin	gapore PR	or Foreigner)			
For entity/ individu	ıal with a foreign ic	lentification nun	nber, please e	enter the following o	details.				
Gender* (Not applic		1	☐ Male ☐ Female Date of Birth* (DD/MM/YYYY)						
Entity)			(Not applicable if Profile is Entity)						
Mailing Address* (	Select "Singapore" o	or "Other")							
Singapore	Postal Code*			Blk/ House No.* (E consists of multiple		ıl code			
	Level-Unit	#	-						
Other (for Foreign or PO	Country*								
Box Address)	Address Line 1*								
	Address Line 2*								
	Address Line 3								
	Address Line 4						_		

Landlord/ Lessor Details#								
Profile* ☐ Singapore Citizen			NRIC					
	Singapore	PR	NRIC					
	Foreigner	Identity Type	□ FIN	☐ PASSPORT ☐ OTHE	RS			
	Identity No.*							
	☐ Entity	Identity Type	☐ UEN-LOG	CAL CO UEN-BUSINESS	☐ UEN-OTHERS	OTHERS		
	Identity No.*							
Name*								
Email Address*								
Mobile/ Contact No	<b>c.</b> * +65							
	(Note: Enter M	obile No. if Profile	e selected is S	ingapore Citizen, Singapore PR	or Foreigner)			
For entity/ individu	ıal with a foreign id	dentification num	nber, please e	enter the following details.				
Gender* (Not applic		1	☐ Male ☐ Female Date of Birth* (DD/MM/YYYY)					
Entity)				(Not applicable if Profile is Ent	ity)			
Mailing Address* (	Select "Singapore"	or "Other")						
Singapore	Postal Code*			Blk/ House No.* (Enter if post consists of multiple blocks	al code			
	Level-Unit	#	-					
Other (for Foreign or PO	Country*							
Box Address)	Address Line 1*							
	Address Line 2*							
	Address Line 3							
	Address Line 4					-		

Outgoing Tenant Details#										
Profile*	☐ Singapore	☐ Singapore Citizen								
	Singapore	PR			NRIC					
	Foreigner	☐ Foreigner								
	Identity Type	•	☐ FIN		PASSP	ORT	OTHERS			
	Identity No.									
	☐ Entity [	□ UEN-	BUSINESS		JEN-LOC	AL CO	☐ UEN-OTHERS	OTHERS		
	Identity No.									
Name*										
Email Address*										
Mobile/ Contact No	<b>c.*</b> +65									
	(Note: For Sin	gapore (	pore Citizen, Singapore PR and Foreigner to fill in Mobile No.)							
For outitud in divide	al with a familian	: -! 4:4: -				ha fallau	vice a detaile			
For entity/ individu  Gender* (Not applie				r, pieas Female			(DD/MM/YYYY)			
Entity)	Sable II I Tollie IS		Iviale			(Not applicable if Profile is Entity)				
Mailing Address* (	Select "Singapore'	" or "Oth	er")							
Singapore	Postal Code*						o.* (Enter if postal code altiple blocks			
	Level-Unit	#	-							
Other (for Foreign or PO	Country*									
Box Address)	Address Line 1*									
	Address Line 2*									
	Address Line 3									
	Address Line 4			_		-				

Outgoing Tenant Details#									
Profile*	☐ Singapore	☐ Singapore Citizen							
	☐ Singapore I	PR							
	Foreigner								
	Identity Type	☐ FIN		] PASSPORT		OTHERS			
	Identity No.								
	☐ Entity [	UEN-BUSINE	ss 🔲	UEN-LOC	AL CO	☐ UEN-OTHERS	OTHERS		
	Identity No.								
Name*									
Email Address*									
Mobile/ Contact No	<b>+65</b>								
	(Note: For Sing	gapore Citizen, S	ore Citizen, Singapore PR and Foreigner to fill in Mobile No.)						
For entity/ individu	ual with a faraign i	dontification n	ımbar plası	co ontor t	ho follow	ving dotails			
Gender* (Not applic		☐ Male	Female	Date	of Birth*	(DD/MM/YYYY)			
• • • • • • • • • • • • • • • • • • • •	0 1 4 "0" "	(O) IN		(Not	applicable	e if Profile is Entity)			
Mailing Address* (		or "Other")		1			1		
Singapore	Postal Code*				House No ists of mu				
	Level-Unit	#	-						
☐ Other (for Foreign or PO	Country*								
Box Address)	Address Line 1*								
	Address Line 2*								
	Address Line 3								
	Address Line 4								

New Tenant De	etai	ls#						
Profile*		Singapore	Citizen	NRIC				
		Singapore	PR	NRIC				
		Country of Na	ntionality*					
		Foreigner	Identity Type	□FIN	☐ PASSPORT [	OTHER	S	
		Identity No.*						
		Country of Na	tionality*					
		☐ Entity	Identity Type	☐ UEN-LOG	CAL CO UEN-BUS	SINESS	☐ UEN-OTHERS	OTHERS
		Identity No.*						
Name*								
Email Address*								
Mobile/ Contact N	0.*	+65						
		(Note: For Sin	gapore Citizen, S	ingapore PR a	nd Foreigner to fill in M	lobile No.)	1	
	_							
			1		enter the following def			
Gender* (Not applied Entity)	cable	e if Profile is	☐ Male	☐ Female	emale Date of Birth* (DD/MM/YYYY) (Not applicable if Profile is Entity)		v)	
Mailing Address*	(Sele	ect "Singapore"	or "Other")		(**************************************		,,	
Singapore		stal Code*			Blk/ House No.* (Ent consists of multiple bl		ıl code	
	Lev	/el-Unit	#	-				
Other (for	Со	untry*						
Foreign or PO Box Address)	Ad	dress Line 1*						
	Ad	dress Line 2*						
	Ad	dress Line 3						
	Ad	dress Line 4						
L			L					

New Tenant De	etails#						
Profile*	☐ Singap	ore Citizen	NRIC				
	☐ Singap	ore PR	NRIC				
	Country of	of Nationality*					
	☐ Foreign	ner Identity Type	☐ FIN	☐ PASSPORT [		RS	
	Identity N	o.*					
	Country of	of Nationality*					
	☐ Entity	Identity Type	☐ UEN-LOG	CAL CO UEN-BU	SINESS	☐ UEN-OTHERS	OTHERS
	Identity N	o.*					
Name*							
Email Address*							
Mobile/ Contact No	<b>c.*</b> +65						
	(Note: For	Singapore Citizen, S	Singapore PR a	and Foreigner to fill in M	Mobile No.)	)	
For optitud in divide	al with a fami	un identification nu	mbar places	enter the following de	to!lo		
Gender* (Not applie			∏ Female	Date of Birth* (DD/M		<u> </u>	
Entity)	Sable II I Tollie I	, Ividic	r cinale	(Not applicable if Pro	,		
Mailing Address* (	Select "Singapo	ore" or "Other")					
Singapore	Postal Code*			Blk/ House No.* (En consists of multiple b	nter if posta locks	al code	
	Level-Unit	#	-				
☐ Other (for Foreign or PO	Country*						
Box Address)	Address Line	1*					
	Address Line	2*					
	Address Line	3					
	Address Line	4	-				-

Property/ Land Details									
Property Details#									
Postal Code*				Blk/ House No.* (Enter if postal code consists of multiple blocks)					
Level-Unit		#	-						
Property Type	<b>;</b> *	☐ Pri	ivate Residential	(Landed or Con-	do)	☐ Commercia	al		
(Select one)		☐ Ex	ecutive Condomi	inium		☐ Industrial			
			OB Residential			☐ Others			
		☐ Mi	xed (with Reside	ntial Use)					
Land Details	# (Fill in	land d	letails ONLY if the	e transaction inv	olves	land)			
MK/ TS*	□мк		☐ TS	MK/ TS No.*					
Street Name									
Lot No.*				Plot/ Parcel N	No.				
Master Plan Z (Select one)	oning*		Residential				☐ White		
(Ocicot one)			☐ Residential v	vith Commercial	at 1st	Storey	☐ Residential	/ Institution	
			☐ Commercial	and Residential			☐ Non-Reside	ential	
Considerati	on De	tails							
Enter the amou	int of co	nsidera	ation involved for	this transaction					
Residential (S									
Non-Residenti									
Total Consider (Only for docum			fore 20 Feb 2018	3)					
(- )				- /					
			xemption						
Status of El	igibility	'							
Select the ty	pe for w	hich th	ne document is el	igible.					
Otherwise, c	ontinue	to the	next step.						
Type* (Selec	ct one)								
☐ None is	☐ None is selected								
☐ Stamp D	Outies (F	Onatio	ns to Institution o	of a Public Chara	acter) (	(Remission)			
This is t	,			n a r abilo Criaro	<i>i</i> otoi) (	(Terrilosion)			
				ion of the asset t	to any	institution of a publ	ic character		
					-	quisition by the don			
2. Au	• GIOI GII	. Guty V	rao paia/ remittet	a, exempted off	iio ac	quiomon by me uon	o. o. a.o. asset.		
Please n	rovide t	the Doo	cument Ref No. fo	or the stamping	of the	acquisition by the d	onor of the ass	et, if any.	
Docume				9		1	2		
1									

Declaration		
Please review the entered information be and subsequent amendment may take	pefore submitting. Errors in your submission will afforup to 30 days for review.	ect the stamp duty assessment
I declare that		
<ul><li>This instrument qualifies for the</li><li>I understand that penalties ma</li></ul>	ransaction, is true and complete. e relevant remission applied for (if applicable). by be imposed for the submission of an incorrect insteer of Stamp Duties, which may include a fine and /	•
Signature	Name of Signatory	Date