

**HAMPSHIRE PLACE JMB**

Management Office, B-1-1, 157 Hampshire, 1 Jalan Mayang Sari, 50450 Kuala Lumpur, Malaysia  
Tel: (603) – 2161 6336 Fax: (603) – 2161 6339 E-Mail:157hampshireresidence@gmail.com

Date:

The Management

Dear Sir,

**RE : HAMPSHIRE PLACE RESIDENCES - DAMAGED CARD DECLARATION**

I/We, Mr/Mrs/Miss \_\_\_\_\_, owner(s) of unit \_\_\_\_\_, hereby confirm that I/we have damage the:-  
(Please tick ✓ whichever is applicable)

- 1. Access Card : S/No. \_\_\_\_\_ S/No. \_\_\_\_\_
- 2. Dual Purpose Card : S/No. \_\_\_\_\_ S/No. \_\_\_\_\_


Enclosed herewith, please find our cheque/cash for amount RM\_\_\_\_\_ (RM50.00 being Penalty Fee and RM\_\_\_\_\_ for each card(s) replacement)

We hereby confirm having received the following card(s) as replacement.

- 1. Access Card : S/No. \_\_\_\_\_ S/No. \_\_\_\_\_
- 2. Dual Purpose Card : S/No. \_\_\_\_\_ S/No. \_\_\_\_\_


Thank You.

\_\_\_\_\_  
*Owner's Signature*  
Name:  
I/C No. :

**OFFICE USE ONLY**

I, \_\_\_\_\_ confirm herewith having received RM \_\_\_\_\_ from Mr/Ms/Mdm \_\_\_\_\_ being the cost charged for the above-mentioned card(s).

\_\_\_\_\_  
Name of staff  
Date:

\_\_\_\_\_  
Building Manager  
Date: