

FOR OFFICIAL USE ONLY	
Scheme/Account No.	Date Received
Name of Processing Officer/Signature	

## APPLICATION FOR ELECTRICAL INSTALLATIONS/EXTENSIONS\* AND AIR-CONDITIONER INSTALLATION IN HDB FLATS

This form may take you 5 to 10 minutes to complete.

You will need to attach the following documents:

- A duly completed and signed Singapore Power Services (SPS) Ltd's Form CS/5.
- Two (2) copies of floor plans indicating the location of air conditioner, condensing unit, fan coils and route of the drainage pipes. Please refer to Instructions for more details.

### INSTRUCTIONS:

- 1 You are advised to read and understand the instruction on the application form and guidelines/conditions and general terms and conditions governing electrical works in HDB flats as spelt out in the guidebook entitled 'Electrical Guide For Your HDB Flat' or HDB InfoWEB at [www.hdb.gov.sg](http://www.hdb.gov.sg)
- 2 This form is to be completed and submitted together with SP Services Ltd's Form CS/5 to the HDB Branch Office managing your flat.
- 3 The flat owner/tenant is required to engage a Building and Construction Authority (BCA) trained air-conditioner installer if the air-conditioner is to be mounted on the exterior of your flat or if any part of the air-conditioner projects outwards from your flat. The flat owner/tenant may check with BCA the bona fide status of the trained air-conditioner installer before submitting the application to their managing HDB Branch Office.
- 4 The flat owner/tenant is required to sign PART V of this form if he authorises the appointed BCA's trained air-conditioner installer and/or Energy Market Authority's (EMA) licensed electrical worker to submit the application on his behalf.
- 5 The BCA trained air-conditioner installer can either submit the application for the air-conditioner permit personally or through his representative. Both the air-conditioner installer and flat owner are required to complete and sign PART V of the form, if the application is submitted through the installer's representative. The authorised representative is required to produce the original BCA air-conditioner installer's pass for verification by HDB Branch Offices.
- 6 Technical brochures of electrical appliances and air-conditioners must be enclosed at the time of application. Two copies of the floor plan indicating the location of the air-conditioner, condensing unit, fan coils and route of the drainage pipe must be duly signed by the flat owner/tenant, BCA's trained air-conditioner installer and EMA's licensed electrical worker. The method of installation must be in accordance with HDB's guidelines.
- 7 If this is a second application, please state previous approved rating in PART IV.

### I FLAT OWNER/TENANT'S PARTICULARS

Name (Mr/Mdm/Ms*)	NRIC/UI No.*	Tel No. Pager/HP No.
Address APT BLK _____ STREET NAME _____ # _____ - _____		Flat Type

### II BCA TRAINED AIR-CONDITIONER INSTALLER'S PARTICULARS

Name of BCA Trained Air-conditioner Installer		Company Stamp & Signature	
Address		Signature	
BCA Licence No.	Tel No. Pager/HP No.		

### III EMA LICENSED ELECTRICAL WORKER'S PARTICULARS

[Not applicable, if all the power points had been tested by EMA (formerly PUB)/SP Services Ltd previously or were installed by HDB.]

Name of EMA Licensed Electrical Worker		Company Stamp & Signature	
Address		Signature	
EMA Licence No.	Tel No. Pager/HP No.		

\* Delete where not applicable

**IMPORTANT : No amendment to any part of the form is allowed. Should there be unauthorised amendment or tampering, the application will be cancelled or if approval has been granted, such approval will be revoked.**

#### IV DETAILS OF PROPOSED ELECTRICAL INSTALLATIONS

Code	Description of Works	Brand and Model	Quantity	Rating (Amps)	Weight (kg)	Previous Approved	
						Quantity	Rating (Amps)
<b>3-/4-/5-room/Multi-Generation/Executive Flats</b>							
EBA03	Installation of air-conditioner (window unit) with total running current not exceeding allocated Amp and new 15 Amps power point						
EBA06	Installation of air-conditioner (split unit) with total running current not exceeding allocated Amp and new 15 Amps power point						
EBA08	Installation of air-conditioner (casement type) with total running current not exceeding allocated Amp and new 13/15 Amps power point						
<b>1-/2-room Flats</b>							
EBA09	Installation of air-conditioner (window unit/casement type) with total running current <u>not exceeding 5 Amps</u> and 15 Amps power point						
EBA10	Installation of air-conditioner (split unit) with total running current <u>not exceeding 5 Amps</u> and 15 Amps power point						
EBA11	Installation of 15 Amps power point for future air-conditioner of approved running current (ie. 8.5/11 Amps depending of flat type)						
ES02	Installation of 15 Amps power point for other higher capacity equipment/appliances.						

#### V AUTHORISATION (not applicable to EMA's licensed electrical worker)

I/We hereby authorise Mr/Mdm/Ms\* \_\_\_\_\_ NRIC No. \_\_\_\_\_ to apply for the air-conditioner permit on my/our behalf.

\_\_\_\_\_  
 Signature of BCA Air-conditioner Installer (if applicable)

\_\_\_\_\_  
 Signature of Flat Owner/Tenant

#### VI UNDERTAKING AND CERTIFICATION BY FLAT OWNER/TENANT\*

- I hereby confirm that I have received, read and understood HDB's general terms and conditions governing renovation and electrical works in HDB flats and guidelines as spelt out in the guidebook entitled 'Electrical Guide For Your HDB Flat'.
- In consideration of the approval granted or to be granted by HDB to my application herein, I agree to and undertake to HDB to abide by and be bound by the aforesaid terms and conditions governing renovation and electrical works in HDB flats.
- I understand that the HDB's endorsement of the installation as shown on SP Services Ltd's Form CS/5 is on the basis of electrical rating only. I will be responsible to ensure that the air-conditioners installed comply with EMA's and/or other relevant authorities' standards for safety and health.

\_\_\_\_\_  
 RTP/Signature of Flat Owner/Tenant\*

\_\_\_\_\_  
 Date

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