

### Rent-free period for HDB Shop Tenants

To facilitate the upgrading of the overall shopping environment in HDB estates and in the process help our shops improve their business viability, HDB will be giving a half-month rent-free period to our shop tenants who renovate their premises within the 6-month period after renewing their tenancies. The renovation should be holistic and give the shop a refreshing new look. Broadly, it should encompass:

- a) A more attractive shop front design;
- b) Better internal layout of the shop; &
- c) Improved shopping ambience within the shop

### Eligibility Criteria

The conditions to qualify for the rent-free period are:-

- (a) The tenant has rented the shop from HDB for at least 3 years;
- (b) Each tenancy could enjoy the rent-free period of not more than once in every 3-years
- (c) Renovation works are carried out within the 6-month period after renewal date
- (d) The tenant is required to submit the renovation plans (eg. Perspective plans) and estimated cost for evaluation
- (e) The rent-free period will only be given to the tenant after the renovation works are completed and verified by HDB;
- (f) The rent-free period does not cover the renovation work for renting out;
- (g) If the tenant assigns its tenancy within 6months after the completion of the renovation work, the rent-free period will be withdrawn (ie. The tenant will be required to return the rent-free amount to HDB)

If you are eligible and wish to carry out renovation and enjoy the half-month rent-free period, please complete the application form (see overleaf) and submit it together with these supporting documents for our consideration:-

- (i) Renovation plans (eg. Perspective plan)
- (ii) Cost of works (eg. quotation from contractors)

For enquiries on this scheme, you can call our Toll-Free Enquiry Line at 1800-8663073 or visit our website at [www.hdb.gov.sg](http://www.hdb.gov.sg)

**Application for Half-month Rent-Free Period for Renovation work**

**Tenant's Particulars**

<b>Tenant's Name</b>		<b>Contact person</b>
		<b>Contact No</b>
<b>Shop Address</b>		

**Renovation Period**

Expected Commencement Date \_\_\_\_\_

Expected Completion Date \_\_\_\_\_

**Proposed Improvement Works**

<b>Sn</b>	<b>Areas for Improvement</b>	<b>Proposed renovation work</b>
<b>1</b>	<b>More attractive Shop Front Design</b> (eg. new signboard, shop front glazing)	
<b>2</b>	<b>Better Internal Layout</b> (eg. New shelving system for display of merchandise)	
<b>3</b>	<b>Improve Shopping Ambience</b> (eg. Install air-condensing unit, piped-in music, spotlights, painting work, decorative wall finishes etc)	

I/we understand and agree to comply with the conditions to qualify the rent-free period as stated in Annex D.

Name \_\_\_\_\_

NRIC \_\_\_\_\_

Signature/Date \_\_\_\_\_