

ANNOUNCEMENT

Ref: Updates to parking areas and registration procedures in the Safira Building

Dear Valued Residents,

- Pursuant to the service policy for owners at Safira Building;
- Based on the approval of proposal No. 01 dated July 9, 2024 of the Safira Apartment Management Board on "changing procedures for guiding and registering car parking positions in the Safira apartment parking lot";
- Based on the actual situation.

The parking regulations in the Safira Building have not performed properly, as in the Sale and Purchase Agreement for the apartment, causing several issues and affecting the Owner's legal rights. On behalf BOC, Management Office ("MO") would like to inform Residents about updates related to the procedures for guiding and registering car parking in the Safira Building as follows:

I. Applicable time: From July 25th, 2024.

II. Applicable contents for monthly registered vehicles.

- 1. Applicable Object:** The Owner (Not Applicable to Tenant).
- 2. Registration location:** The Reception Desk or Management Office (2F, Block C1).
- 3. Registration procedure:** The Owner submits photocopies and bring originals of the following documents:
 - ID of the Owner.
 - Vehicle registration certificate.
- 4. Scope of application:**
 - The registrant must be the Owner or the Owner's spouse/child/parent/sibling (with documents proving the relationship with the Owner).
 - **In the case of the ownership of the vehicle has not been changed:** Please provide a notarized contract for the purchase of an automobile (with documents proving the relationship with the Owner).
 - **In case the car is provided by the Company/ Organization:** Please provide the Decision on granting the car by the Company/ Organization for the Owner to use with a specific time. Valued Residents agree that the MO/ BOC has the full right to contact the agency/organization providing the car to verify the information. Residents agree that the MO/ BOC has the full right to contact the agency/organization providing the car to verify the information.
 - **In the event that the car has been registered before the notification time:** The registration status is going to remain the same until the Owner needs to change the parking information, then the procedure according to the above content will be applied when registering.
 - **In case the Owner want to change the parking information from your apartment to another:** Apply as follows:
 - a. The Owner already has a registered car parking and is also the owner of the apartment which you want to change the parking space information.
 - b. The Owner of 02 or more apartments.

No.09 /2024/TB-BQL

HCMC, July 24th, 2024

5. Note:

- The apartment's car parking space will be recalled by the MO/BOC and in order to put it on the waiting list.
- For new owners who need to register for parking, please register to wait like other owners. MO serves on a first-come, first-served.
- MO/ BOC will give the parking space to the following owner if an owner on the waiting list does not meet to follow the required procedures.

III. For waiting list.

1. Scope of application:

- The Owner (Not Applicable to Tenant).
- The subscribers must have a car.

2. Notes for Resident registering for parking on the waiting list.

- MO/BOC is going to review the car parking registration documents on the waiting list. If any registration documents are not complete, the MO/ BOC will request additional documents within 10 days from the date the MO releases the notice. If, after 10 days, the resident does not supplement or the documents are invalid (no vehicle registration documents), the MO/ BOC will reject it.
- The MO turns to inform the resident of the waiting list. MO serves on a first-come, first-served.
- After 07 days from the date the MO release a notice, MO/ BOC will give the parking space to the following resident if a resident on the waiting list does not meet to follow the required procedures.
- The waiting list is updated and publicly announced every month.

The MO believes that the information provided above has helped to clarify the rules pertaining to update the processes and registering car parking slot in the Safira Building. For further comments and feedback, please contact the Management Office via Hotline: 0837.27. 7878 - 0856.33. 6767 or email safira-bql@vn.anabuki-g.com.

Best Regards,

BAN QUẢN LÝ CHUNG CƯ SAFIRA/ The Safira Management Office

Trưởng Ban Quản lý/ Property Management



NGUYỄN VĂN QUỐC