



Sales Department
480 Lorong 6 Toa Payoh
Singapore 310480

**REQUEST FOR CANCELLATION OF FLAT APPLICATION
(AFTER SIGNING AGREEMENT FOR LEASE)**

Note: Words with a plural meaning will also include the singular meaning and words referring to males will also include females.

Section 1 – Details of Flat Application

Sales Registration No. : _____

Address of Flat Booked: _____ (“the Flat”)

Section 2 – Particulars of Applicant(s)

	Name	NRIC No.	Relationship to Applicant 1
1.			Applicant 1
2.			
3.			
4.			

Section 3 – Request to Cancel Flat Application

We request to cancel my/our flat application and the booking of the Flat at _____.

2 The reason for the cancellation is _____.

3 We fully understand and agree that from this date onwards, we will have no further claim to the Flat and will comply with administrative measures that are applicable under the HDB’s prevailing policy. We also understand and agree that upon cancellation of our flat application, we will forfeit an amount equivalent to **FIVE percent (5%)** of the purchase price.

4 We understand and agree that if we have been given an Additional CPF Housing Grant (AHG)/Special CPF Housing Grant (SHG), we will have to return the AHG/SHG amount (with accrued interest) to the HDB.

5 We would like to authorise the HDB to apply to IRAS to a refund of the paid stamp fees on our behalf. As for the conveyancing fee, we are aware that there will be no refund as it has been expended for the conveyancing services provided by HDB.

[FOR APPLICATIONS SUBMITTED FROM MARCH 2012 ONWARDS]:

6 We understand and agree that upon cancellation of our flat application, we and all the essential members in the flat application will have to wait out a one-year period before we can submit another application:

- a) to buy a subsidised flat from the HDB;
- b) to buy a resale flat with a CPF Housing Grant (including an Additional CPF Housing Grant);
- c) to buy a Design, Build & Sell Scheme (DBSS) flat or an Executive Condominium (EC) unit from a private developer (with or without CPF Housing Grant);
- d) to buy a resale flat that has been announced for Selective En-bloc Redevelopment Scheme; or
- e) to take over an existing subsidised flat by way of an outright transfer.

The one-year wait out period will start from the date of cancellation of the flat application.

- 7 *I/We hereby authorise HDB to waive the 21 days notification period for cancellation with **immediate effect.**

* Please tick [✓] if applicable

Signature/RTP of Applicant (1)

Name:

NRIC No.:

Contact No.:

Signature/RTP of Applicant (2)

Name:

NRIC No.:

Signature/RTP of Applicant (3)

Name:

NRIC No.:

Date:

Signature/RTP of Applicant (4)

Name:

NRIC No.: