

VIP SERVICES [DISCOUNTED PARKING] ORDER FORM

[OF-039]

This order form is for VIP parking at a discounted rate. Please complete and return this form to your dedicated Suntec Point of Contact no later than 7 days prior to move-in day of the event.

All forms are to be completed by the signatory of the licensing agreement. To change authorised personnel for submissions, please complete AP-001 Change in Authorised Personnel Permit.

Contact Details

Licensee/Authorised Party's Name:

Licensing Agreement Number:

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Event Name:

Contact Number:

Terms & Conditions

- Upon submission of this form, Suntec Singapore will issue a contract for endorsement.
- Orders will only be confirmed once a signed contract has been returned.
- Submission of pre-orders should follow the stipulated timeline.
- All prices are subject to prevailing government taxes.
- All standard terms and conditions apply.
- All information is intended as a guide only.
- This form is valid till 31 December 2023.

Service Offerings

VIP Services [Discounted Parking] Option A	
Overview	Prominent parking lots along the driveway of the Centre at 'The Big Picture' can be allocated for VIP use. This will allow for easy access and exit from the venue.
Entitlement	<p>Organisers may opt for a discounted VIP parking option for their event's VIP. This option can be booked a maximum of 20 days prior to the event start date.</p> <p>A total of one VIP parking lot, located at the Centre's main driveway, for a block of up to 4 hours, per day, per event. VIP Parking under this package is price at \$60.00 per lot, per day (a standard discount of 25% has been accorded within this price). This option is subject to availability.</p> <p>For all other parking services, lots can be purchased via the Suntec Singapore Marketplace.</p>
Inclusions	Vehicle can be parked for a maximum duration of 4 hours.

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Please fill out the following details:

Request [1]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

If applicable, please fill out the table below:

Request [2]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

If applicable, please fill out the table below:

Request [3]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

If applicable, please fill out the table below:

Request [4]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

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VIP Services [Discounted Parking] Option B	
Overview	Easily accessible car parking lots can be found within Basement 1 and Basement 2 of Suntec City Mall.
Entitlement	Organisers may opt for a complimentary parking coupon for their event's Guests-of-Honour. This option can be booked a maximum of 20 days prior to the event start date. One complimentary single entry/exit basement parking coupon, per event, per day, with a validity of 17 hours [0700hrs – 2359hrs]. For all other parking services, lots can be purchased via the Suntec Singapore Marketplace.
Inclusions	One complimentary single entry/exit basement parking coupon, with a validity of 17 hours [0700hrs – 2359hrs].

Please fill out the following details:

Request [1]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

If applicable, please fill out the table below:

Request [2]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		

If applicable, please fill out the table below:

Request [3]		
Date:	Arrival Time: :	Departure Time: :
Car Plate Number:	Car Model:	Car Colour:
State VIP Details: [Include Name, Designation and Company]		