

PROPERTY OWNER PROCEDURES DOCUMENT

Nichada Park Property Management is located at:

Nichada Club Customer Relations Office
39/6 Nichada Thani
Samakee Road
Pakkret, Nonthaburi 11120

Tel. 0-2967-9674
Fax. 0-2960-4344
Email. richard@nichada.com

Property Manager : Mr. Richard Johnson

Basic Document Requirements by NPC Property Management

The following documents are required from all homeowners:

Signed and witnessed Co-ownership Agreement.
Transference of Shares document completed in full by both parties.
Proof of property ownership
Full contact details (home and work) including addresses, telephones, faxes and emails.
Title deed in the name of the owner.

Construction & Modification

Request and Approval of Construction / Modification Plans

All owners requiring initial construction or further modification of a property within Nichada Park must ensure that the basic documents required by NPC Property Management as listed above have been submitted. They will also submit the following for review:

Copies of all building permits, Site plan, to scale, showing:

- Site office
- Workers toilets and holding tank
- Alignment of temporary power lines from source to the site, and what type the support poles are and the location of the temporary meter.
- Location of the temporary water meter.
- Position of the guard posting, if applicable.
- Temporary line routine for telephone.

(If, in the case of further modification, existing utilities are to be used, please state.)
Documentary evidence of 3rd party liability insurance coverage in face amount of no less than 5 million Baht, naming Nichada Park Company Limited, as co-insured.
Site foreman's name and contact details.
Company names, contact persons & phone & fax numbers of all contractors.
List of worker's names.
25,000 Baht deposit paid to Nichada Park Company in case of damage to Nichada Park property.

In addition, all contractors must contact Nichada Thani Customer Relations Office where they will need to submit a 10,000 Baht deposit in case of damage to Nichada Thani property.

Customer Relations will direct your contractors to obtain from you any necessary documentation to support their applications and process their vendor ID cards, fingerprinting etc..

The Nichada Park Operations Committee will review all details and, if approved without modification you will be informed. If no modification is necessary, this is expected to take between 3 and 5 working days.

Construction / Modification

All construction / modification work must be completed in accordance with the rules detailed in both the Co-ownership Agreement and the Construction Manual. If any condition of such is breached, Nichada Park Property Management will suspend all work immediately pending Committee decision.

Additional copies of the Co-Ownership Agreement and Construction Manual are available at the Property Management Office and it is the responsibility of all owners to ensure that each contractor is furnished with a copy.

Selling the Property

Property owners must:

Clear all debt, (maintenance and surcharge fees,) held for the property.

Offer Nichada Park Company Limited, in writing, first right of refusal for purchase of the property.

Provide all potential purchasers with copies of the Co-ownership agreement, Construction Manual, community rules and regulations and this procedures document for their review.

Secure a signed and witnessed "Co-ownership Agreement" from the new owner, to be submitted to the NPC Property Management.

Complete a "Transference of Shares" document, secure its completion by the new owner and submit to the NPC Property Management for processing.

Upon sale of the land, provide NPC Property Management with proof of the sale, land transfer and new ownership status, together with full contact details for the new owner(s).

Please note: No building permits, construction crews, landscapers, workers of any sort or new tenants will be permitted within Nichada Park until all documents stated above have been received.

Renting the Property

Property Owners must:

Clear all debt, (maintenance and surcharge fees,) held for the property.

Provide NP Property Management with all details of the tenant in advance of the date they will move in to the project. (including rental expiry date.)

If these requirements are not met, the tenant will prevented access to Nichada Park.