

GREEN MARK INCENTIVE SCHEME FOR EXISTING BUILDINGS ‘HEALTH CHECK’

APPLICATION FORM (Private Development)

1. Applicants should read the guidelines before filling in this form.
2. You will need about 10 minutes to fill this form. All fields in this application are compulsory. Where information is not applicable, a “N.A.” is necessary.
3. All necessary supporting documents must be submitted together with your application.
4. Where terms or phrases are not defined herein, applicants should refer to the website of the Building and Construction Authority (“BCA”) or write to BCA for interpretive guidance. Such interpretive guidance shall be conclusive.
5. Building owners must have applied for or be applying for Green Mark certification in respect of the building on which the ‘Health Check’ has been carried out within 18 months of the date of BCA’s letter of offer.

This application form is to be submitted, together with Green Mark application form and the Project information sheets duly completed and all required documents listed in the checklist to:

**Deputy Director
Green Building Policy Department
Green Mark Incentive Scheme for Existing Buildings ‘Health Check’
c/o: 5 Maxwell Road, #17-00 Tower Block MND Complex
Building and Construction Authority
Singapore 069110**

For Official Use Only:

Registration No.
Incentive Entitlement

PARTICULARS & DECLARATION BY APPLICANTS

Building Owner:		
Contact Person: (Name / Designation)		
Contact Person: (Email Address)		
Contact Person: (Tel/Mobile No.)		

DECLARATION BY BUILDING OWNER

I declare that:

- i) the facts stated in this application and the accompanying information are true and correct to the best of my knowledge and that I have not withheld/distorted any material facts.
- ii) no 'Health Check' has commenced at the time of application.
- iii) we have not received similar incentives for similar types of work from any other government agencies over the last 1 year.

I understand that if I obtain the incentive by false, misleading statements, Building and Construction Authority may, at its discretion, withdraw the incentive and recover immediately from my company any amount of the incentive that may have been disbursed.

Name of Applicant*

Signature of Applicant

Designation of Applicant

Date

Company's Stamp

* Only the sole proprietor, partner or company director of the applicant company, as registered with Accounting & Corporate Regulatory Authority (ACRA), may sign this declaration.

PROJECT INFORMATION (Sheet 1)

BUILDING DETAILS (MANDATORY FIELD)

Name of Building:	
Building Category:	<input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Hotel <input type="checkbox"/> Institutional <input type="checkbox"/> Mixed Development/Others: _____
Address:	
Building Owner:	
Managing Agent / Facilities Manager:	
ESCO, M&E Professional Engineer or BCA Term Contractor:	<input type="checkbox"/> We would like to engage BCA's Term Contractor to determine our air-conditioning plant efficiency <input type="checkbox"/> We will be engaging our own accredited ESCO / M&E Professional Engineer to determine our central air-conditioning plant efficiency Name of Company: Address: Contact Person (Name/Designation): Contact Details (HP/Email):

CHILLER PLANT DETAILS (Please list down chillers that are in operation only, including those by rotation basis. Chillers that not in operation at all, should be excluded.)

Items	Capacity (RT)	Age of Chiller	Brand	Refrigerant
Chiller 1				
Chiller 2				
Chiller 3				
Chiller 4				
Chiller 5				
Chiller 6				
Chiller 7				

PROJECT INFORMATION (Sheet 2)

PIPING INFORMATION (MANDATORY FIELD)

Items	Quantity and Size (e.g. 2 Nos. @ 250 mm & 400 mm)
No. of Chilled Water Header/Branches to Building (From Chiller Plant)	
No. of Condenser Water Header/Branches to Cooling Tower (from Chiller Plant)	

CHECKLIST OF DOCUMENTS TO BE ENCLOSED WITH APPLICATION

For all applications:

- a) Documentary evidence of building ownership
- b) Documentary evidence of applicant from Accounting & Corporate Regulatory Authority (ACRA)
- c) Piping schematic of chiller plant
- d) Electrical Single-Line diagram of chiller plant and cooling tower
- e) BMS Operating Schedule

Additional documents required for applicants engaging their own ESCO or M&E Professional Engineer:

- a) A copy of contract/purchase order and/or such other document(s) setting out their contractual relationship with the ESCO or M&E Professional Engineer and the costs which will be charged to the building owner by the ESCO or M&E Professional Engineer;
- b) Personal and professional details and curriculum vitae of the ESCO or M&E Professional Engineer who will be carrying out the 'Health Check'; and
- c) A schedule stating when the 'Health Check' will be carried out, and when the required report will be submitted.