

GREEN MARK FOR OFFICE INTERIOR APPLICATION FORM

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

The Deputy Director
Green Mark Department
Building and Construction Authority
5 Maxwell Road
#17-00 Tower Block, MND Complex
Singapore 069110

We, _____ (name of firm-
would like to engage the Building and Construction Authority to assess the project:

_____ (Project Name)

Name & Designation of Applicant
(Developer / Building Owner)

Date

Signature of Applicant

Company's Stamp

Company Address :

Invoicing Details

Company Name :
Contact Person:
Billing Address :

Note: BCA will inform the applicant on the assessment fees payable upon receiving the application form.

For Official Use Only:

Registration No.:

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PROJECT INFORMATION

PROJECT DETAILS

Description of Project:			
Project Name: (Short)		New / Existing Office (pls delete one)	
Office Tenants:			
A Subsidiary of A Major Organisation, if applicable			
Renovation consultant/ contractor:			
Facility manager company:			
M&E Consultant			
Managing agent / Maintenance Contractor:			
Other specialist consultant / contractor			
Project Address & District Code:			
Expected Construction Start Date and Expected Completion Date:		Number of storeys	
Office areas		Gross Floor Area (sq m) Gross Floor Area (sq ft)	
Preferred date of Assessment:		Target Rating	

Key Contact Persons	Name	DID / HP No.	Email Address
Applicant			
Contact Person for Assessment *			
Contact Person for Assessment *			

** please furnish at least two (2) names*

CHECKLIST OF DOCUMENTS TO BE ENCLOSED WITH APPLICATION

1. Office Brochure (if available e.g. brochure on office operation, layout, etc)
2. Submit the energy and water consumption information – the consumption for the latest 3 months