Building and Construction Authority

We shape a **safe**, **high quality**, **sustainable** and **friendly** built environment.

FORM C - Retrofitting Declaration Form for Non-residential Building

To: **Building and Construction Authority**
5 Maxwell Road #07-00
Tower Block MND Complex
Singapore 069110

Fax: 6325 4437 (BCA)
Email: bca_windows@bca.gov.sg

Dear Sir

RETROFITTING OF CASEMENT WINDOWS AT

Address of building / unit * _____

_____

Postal Code _____

DETAILS OF APPROVED WINDOW CONTRACTOR		
Name & Address of Approved Window Contractor:	**Office Tel**	
	Facsimile	
Company Stamp:	**ACRA Registration No**	
Name of Trained Window Installer:	**NRIC/FIN No**	
	Certificate No	

I have been engaged and instructed to **inspect and retrofit all the casement windows** in the above-mentioned building / unit * and certify that **all the casement windows** variable geometry stays have been **retrofitted** with stainless steel rivets of type 304 complying with BS EN 10088 or its equivalent.

_____
Signature of Approved Window Contractor

_____ _____
Signature of Trained Window Installer **Date of Completion of retrofitting work**

Name of Building / Unit Owner *: _____

ACRA / NRIC / FIN No *: _____ **Contact No:** _____

Signature: _____ **Date:** _____

Note: * Please delete accordingly.