

Please read this before submitting your Renovation Loan Application

Note to Customer:

Q: Is your contractor a HDB contractor?

A: All HDB contractors are acceptable by the Bank. To find out whether your contractor is under the HDB approved listing, please visit www.hdb.gov.sg/HDBRRC. If your contractor is not found in this listing, please obtain a signed Letter of Undertaking from your contractor (please refer to page 2 for a sample and page 3 for the printable letter)

Note to Contractor:

To prepare the letter of undertaking, please use your Company's letter head for printing the Letter of Undertaking. Please fill in the areas highlighted in grey and attach the letter with the Renovation Loan application form. Please insert the full names of your Company and the Sub-Contractor as registered with the Accounting and Corporate Regulatory Authority.

Thank you.

[Letterhead of Main Contractor/Designer]

[Date]

DBS Bank Ltd.
2 Changi Business Park Crescent
#07-03 DBS Asia Hub Lobby A
Singapore 486029

Dear Sirs

LETTER OF UNDERTAKING (Ref Nos/ Customer NRIC: _____)

We, name of main contractor/designer company, hereby confirm that we are engaging name of sub-contractor company ("Sub-Contractor") to carry out the renovation works set out in the renovation permit issued by the Housing Development Board ("HDB") to the Sub-Contractor to renovate address of property. We undertake and represent to you that the Sub-Contractor has a valid HDB license no XXXXXXXXXX, issued by HDB to carry out renovation and construction works on the said property and that the said renovation permit issued by HDB to the Sub-Contractor is valid and existing.

If the Sub-Contractor's HDB licence or renovation permit lapses, is revoked or cancelled for any reason, we undertake to inform you immediately.

We undertake that we will comply with all applicable laws and regulations governing the renovation of HDB flats.

Yours sincerely,

Name :
Designation :
Date :

Date: _____

DBS Bank Ltd.
2 Changi Business Park Crescent
#07-03 DBS Asia Hub Lobby A
Singapore 486029

Dear Sirs

LETTER OF UNDERTAKING (Ref Nos/ Customer NRIC: _____)

We, _____, hereby confirm that we are engaging _____ (“Sub-Contractor”) to carry out the renovation works set out in the renovation permit issued by the Housing Development Board (“HDB”) to the Sub-Contractor to renovate _____. We undertake and represent to you that the Sub-Contractor has a valid HDB license no. _____, issued by HDB to carry out renovation and construction works on the said property and that the said renovation permit issued by HDB to the Sub-Contractor is valid and existing.

If the Sub-Contractor’s HDB licence or renovation permit lapses, is revoked or cancelled for any reason, we undertake to inform you immediately.

We undertake that we will comply with all applicable laws and regulations governing the renovation of HDB flats.

Yours sincerely,

Name :
Designation :
Date :