



JTC Corporation
The JTC Summit
8 Jurong Town Hall Road
Singapore 609434

Hotline	1800 568 7000
Main Line	(65) 6560 0056
Facsimile	(65) 6565 5301

Our Ref: MLM-CMA-0042270
Allocation No: 3006740

Tenancy Expiry Date:

14 Sep 2021

14 Mar 2021

LAU ENG SIEH and QUEK TECK HUAT
Trading as MAXI FOODSTUFF COMPANY

15 WOODLANDS LOOP
##04-58/59
SINGAPORE 738322

Dear Sirs / Mdm

**TENANCY EXPIRING FOR 1 FUSIONOPOLIS WAY #B2-04 CONNEXIS SINGAPORE 138632
("PREMISES")**

1. We would like to inform you that your tenancy will expire on **14 Sep 2021**. If you qualify for a renewal, you will receive a notice for a 3-year tenancy renewal term. The terms and conditions of the renewal will be in the notice. Do keep a lookout for this notification when your tenancy is due for renewal.
2. Do note that if you do not plan to renew your tenancy but still overstay on site, you will be liable to pay double rent (based on your current term's rent) effective from the tenancy expiry date.
3. With GIRO, payments are automatic, convenient and hassle-free. That's why we've made it mandatory in your contracts with us. With effect from 15 Jan 2021, a non-refundable administrative fee of \$321 (with GST) will be charged if you discontinue your GIRO arrangement during your existing tenure or are not on GIRO upon renewal of contract.
4. If you have any queries, you may contact our JTC Contact Centre Hotline at 1800 568 7000 or email us at askjtc@jtc.gov.sg.

Yours faithfully

(Signed)
Felicia Woon Sue Jen
Manager

New Estates Division 2