



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: (To be advised)

Date : 14 July 2020

AIRSQUIRE PTE. LTD.
73 AYER RAJAH CRESCENT
#02-20
SINGAPORE 139952
Attention: Kyle Tan

Sent Via Email

Dear Sirs

OFFER FOR TENANCY OF JTC SPACE

1 GENERAL

- 1.1 Thank you for your interest in renting a JTC Space from us.
- 1.2 This letter, together with the attached Special Terms and Standard Terms, comprises our offer to rent the Premises to you ("**Offer**"). You are advised to review these documents before accepting the Offer.
- 1.3 Upon your acceptance in accordance with paragraph 3 below, your signed Letter of Acceptance will constitute a binding tenancy contract between us ("**Tenancy**").

2 OFFER

2.1 Premises

We offer to rent the following Premises to you on an "as is" basis. You must not exceed the Maximum Floor Loading and must ensure that the permitted load is evenly distributed.

(a)	Private Lot No.:	Unit No.:	Estimated Area ("<u>Area</u>"): (square metres)	Maximum Floor Loading: (kiloNewtons per square metre)
	(To be advised)	#02-20	21.3200	3.0000
(b)	Address and Postal Code:		73 #02-20 AYER RAJAH CRESCENT SINGAPORE 139952	
(c)	Plan of Premises:		As attached	

2.2 Authorised Use

The Authorised Use is set out below.

Private Lot No.:	Unit No.	Authorised Use
(To be advised)	#02-20	Research and Experimental Development on IT.

2.3 Approvals

You must obtain all necessary approvals required for your business operations at the Premises and keep them in force throughout the Tenancy.

2.4 Tenancy Period, Possession and related conditions

The key particulars of the Tenancy are set out below. You must commence business by the Operations Commencement Date.

Tenancy Term: ("Term")	3 year(s) 0 month(s) 0 day(s)
Commencement Date (Start date of the Term)	22 August 2020
Possession Date (Date the Premises will be handed to you)	Any time within 1 month(s) before the Commencement Date.
Rent-Free Period:	From Possession Date to Commencement Date
Operations Commencement Date:	On Commencement Date.

2.5 Rent

The Rent payable by you is set out below:

(a) Rent:		
Private Lot No. (To be advised)	#02-20	\$16.56 per square metre per month of the Area
(b) Annual rental increase:	Nil. Rent is the same throughout the Term.	
The Rent should be paid in advance without demand or deduction on the first day of each month of the Term. The first payment is to be made upon acceptance of this Offer.		

2.6 **Service Charge**

The Service Charge payable is set below.

Service Charge:		
Private Lot No. (To be advised)	#02-20	\$9.14 per square metre per month of the Area
You must pay the Service Charge in advance without demand or deduction on the first day of each month of the Term. We are entitled, at any time and from time to time, to increase the Service Charge.		

2.7 **Security Deposit**

- (a) It is a condition of acceptance for our tenants to be on the GIRO payment scheme. Under the scheme, the Security Deposit payable by you (which must be maintained throughout the Term) is set out below.

Private Lot No(s):	Unit No(s):	Security Deposit:
(To be advised)	#02-20	\$547.92 equivalent to 1 month's Rent and 1 month's Service Charge

- (b) Please note that if your GIRO arrangement is not effected or discontinued for any reason, the Security Deposit will be increased as set out in the Standard Terms.

2.8 **Reinstatement Deposit**

You must seek our consent if you wish to carry out any addition or alteration works at the Premises. A reinstatement deposit will be required for our consent which will be on such terms and conditions as we may impose.

2.9 **Mode of Payment**

Your first payment must be by non-cash mode (e.g. cheque, cashier's order) or by electronic payment through JTC's Customer Service Portal (CSP) available at <http://www.jtc.gov.sg>. Subsequent monthly payments of Rent, Service Charge, Usage Charge (if any) and GST must be paid by interbank GIRO to our designated bank account. The Rent, Service Charge and Usage Charge (if any) exclude GST. GST is payable by you.

2.10 **[Not Used]**

2.11 **Early Termination by Written Notice**

- (a) If you wish to terminate the Tenancy before expiry, please submit a written request for our consent indicating the reasons and proposed date of termination (which must be at least 3 months after the date of such request or paying us 3 months' rent-in-lieu) for our consideration. When providing our consent, we may impose certain terms and conditions.

- (b) We may also terminate the Tenancy by giving you not less than 3 months' prior written notice or paying you 3 months' rent-in-lieu. The termination of the Tenancy preserves our rights and remedies against you for any prior breach.

2.12 Green Building Obligations

JTC is committed to environmental sustainability. We encourage you to adopt such measures as may be recommended by us for the Premises.

2.13 No Representations

No terms or representations or otherwise, whether express or implied, shall form part of the Tenancy other than what is contained in our Offer.

2.14 Guidelines

The guidelines that are applicable to you are attached. These guidelines are subject to change from time to time.

3 TO ACCEPT

- 3.1 To accept this Offer, please let us have all the following items by 8 August 2020 ("**Offer Expiry Date**"):

- (a) duly signed original Letter of Acceptance (format attached);
- (b) payment of all the sums set out in the attached Payment Table;
- (c) a written confirmation that all payments under the Tenancy are to be paid by GIRO from your existing GIRO account with us.

- 3.2 There will be no Tenancy between us if we do not receive all the above items by the Offer Expiry Date. In this event, all payments (except for the application deposit which will be retained by us) will be refunded to you (without interest).

Yours faithfully

Sheryl Ho Wen Jia
Manager
Start-Up Dept
InfoComm Media & Start-Up Cluster
DID: 68833293
EMAIL: Sheryl_HO@jtc.gov.sg

Encl

ATTACHMENTS

The following enclosures *marked* ☒ are attached with this letter:

☒ **Payment Table**

☒ **Format of Letter of Acceptance**

☒ **Special Terms and Conditions:**

☒ LaunchPad @ one-north Blk 73

☒ **Standard Terms and Conditions**

Plan of the Premises

Other Materials and Resources

☒ E-Statement for all new JTC contracts

☒ Schedule of Statutory Controls for Flatted, Ramp-up and Stack-up Factory Customers

PAYMENT TABLE

OFFER FOR TENANCY OF JTC SPACE KNOWN AS:

Private Lot No.	Unit No.:
(To be advised)	#02-20
at 73 #02-20 AYER RAJAH CRESCENT SINGAPORE 139952	

(the "Premises")

Private Lot No.	Unit No.:		Amount	GST at prevailing rate
(To be advised)	#02-20	Rent for one month	\$353.06	\$24.71
		Service Charge for one month	\$194.86	\$13.64
		Security Deposit	\$547.92	
		Stamp fee payable on Letter of Acceptance (which we will stamp on your behalf)	\$78.00	
Net Total Payable (inclusive of GST at prevailing rate)			\$1,212.19	

(Format of Letter of Acceptance)

LETTER OF ACCEPTANCE

[On Tenant's Letterhead]

Date : <To be dated on the day this letter is forwarded to JTC>

Jurong Town Corporation
Start-Up Dept
InfoComm Media & Start-Up Cluster
The JTC Summit
8 Jurong Town Hall Road
Singapore 609434
Attention: Sheryl Ho

Dear Sirs,

ACCEPTANCE OF OFFER FOR TENANCY OF JTC SPACE KNOWN AS:

Private Lot No.	Unit No.:
A(to confirm)	#02-20
at 73 #02-20 AYER RAJAH CRESCENT SINGAPORE 139952	

(the "Premises")

1. We refer to your letter of offer dated 14 August 2020, the Special Terms and Standard Terms referred to therein, (collectively, the "**Offer**") for the tenancy of the Premises and hereby confirm our acceptance of all the terms and conditions of the Offer.
2. We forward the following as confirmation of our acceptance:
 - (a) Payment advice, evidence payment of **\$1,212.19** by us to your designated bank account by bank transfer as below :
Bank Name: OCBC Bank
Bank Address: 65 Chulia Street, Singapore 049513
Account name: JTC Corporation
Bank/Branch Code: 7339501
Account number: 501104970001
SWIFT code: OCB CSGSG
 - (b) duly completed GIRO authorisation form.
3. We understand and agree that we will only be able to access, print and download our Statement of Accounts (SA) through JTC's Customer Service Portal (CSP). We will refer to your Customer Service Portal guidelines available at <http://www.jtc.gov.sg> for more information.
4. This acceptance together with the Offer constitutes a binding Tenancy Agreement between us.

(EXECUTION PORTION FOR PRIVATE/ PUBLIC LIMITED COMPANIES)

Yours faithfully,

For and on behalf of _____ *[insert Company's Name]*

Signature of authorised signatory

Name of authorized signatory: _____

Designation: _____

in the presence of:

Name of witness:

NRIC No.:

Special Terms and Conditions

(The definitions in the Standard Terms apply to these Special Terms.)

1 Loading / Foundation

- 1.1 You must not exceed the maximum loading capacity of the goods lifts in the Building. You are responsible for all loss and damage to the goods lift if caused, directly or indirectly, by you or any of Your Authorised Person.
- 1.2 You must, after obtaining our prior written consent, provide suitable foundation for all machinery, equipment and installation at the Premises.

2 Additional Conditions

2.1 Additional services and charges

You must pay air-conditioning charges at the rate of **\$0.009** per square metre per hour, for usage exceeding 55 hours per week, without demand or deduction on the same date as the Rent. We are entitled, at any time and from time to time, to increase such rate.

2.2 Additional Charges for Power Supply

You must pay the charges for the additional single phase power supply according to the prevailing electricity tariff set by SP Services, for any usage exceeding 55 hours per week (where such 55 hours is calculated on the usage of 30W per sqm of your Area), without demand or deduction on the same date as the Rent. The rate for such charges for additional power supply shall generally be based on the prevailing electricity tariff set by SP Services, save that we shall be entitled, at any time and from time to time, to increase such rate.

- 2.3 Meeting rooms, reception/waiting area, pantries, multi-purpose hall and courts (“Shared Facilities”) have been provided at the common property for common and shared use by the tenants. The use of any meeting room, multi-purpose hall and courts is subject to their availability and your payment of a fee to be determined by us.

- 2.4 You are responsible for all losses and damages to the Shared Facilities if caused, directly or indirectly, by you or any of Your Authorised Person.

- 2.5 The following belonging to us have been installed in the Premises, and you must maintain and keep them in good, tenantable and working order:

- (a) split air-condition unit;
- (b) light fittings;
- (c) fibre termination points;
- (d) power points;
- (e) telephone points; and
- (f) partition.

- 2.6 You must submit the data of your company in the prescribed format (e.g Business Model Canvas) on a half-yearly basis (i.e. by the last day of February and August in every year of the Term), as well as within 3 days of your receipt of our written notice; such data to include the following information:

- (a) company financials, e.g. start-up capital, annual revenue and projected revenue;
- (b) manpower; and
- (c) milestones achieved, e.g. funding raised, product development process and local and overseas expansion plans.

In this connection, the data shall be collected for annual reporting purposes and kept confidential by us, Provided That we may use or disclose such data to the Authorities for any purpose whatsoever and the publication of such data shall be anonymous and communicated at an aggregate level.

2.7 [Not Used]