



## VEHICLE STICKER REQUEST FORM

### RULES AND REGULATIONS (R&R)

1. Every employee entitles one (1) sticker for car and one (1) sticker for motorbike.
2. Parking lot is based on first come first serve basis.
3. Parking arrangement - Reverse Parking (for single line Parking lot)
4. Speed limit within Flex premises is 25km/hr.
5. Speed limit within PTP area is 35km/hr.
6. Prohibited to park at emergency escape route, reserved parking (with or without vehicle number).
7. Designated parking lot only entitle for Directors and Senior Manager that permanently work at Flex PTP.
8. For any noncompliance, security will escalate to owner to remove the vehicle. Further escalation / action will be enforced if no response from owner.

### REQUIREMENT

All request must attach photocopy of valid Driving License.

Pregnant Parking Lot request (OKU):

- Copy of pregnancy book indicate Pregnancy Due Date.

Disable Parking Lot request (OKU):

- Support letter from doctor on the disability to walk a distance.

### REQUEST DETAILS

VEHICLE TYPE	<input checked="" type="checkbox"/> CAR <input type="checkbox"/> MOTORBIKE	DATE REQUEST	15/03/19
REQUEST TYPE	<input type="checkbox"/> NEW REQUEST <input type="checkbox"/> STICKER DAMAGE <input type="checkbox"/> PROMOTED TO MANAGER LEVEL <input type="checkbox"/> SPECIAL PARKING REQUEST. REASON: <input checked="" type="checkbox"/> CHANGE VEHICLE NUMBER. CURRENT VEHICLE NUMBER: <input type="checkbox"/> OTHERS: Exchange New Logo sticker		

### REQUESTOR DETAILS

NAME	AZMALIZA	WORKDAY #	220867
DEPARTMENT	TEST	POSITION / GRADE	REPAIRER
HANDPHONE #	0197076003	SPEED DIAL / EXT	

### VEHICLE DETAILS

VEHICLE NUMBER	JJU5993	BRAND	PERODUA
MODEL	MYVI	COLOR	YELLOW

### SECURITY SECTION

NAME / EMP NO	Nabin Thapa / 81-801	DATE	15.03.019
SERIAL NO	0100 / C 0185-2	ZONE	

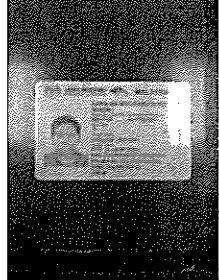
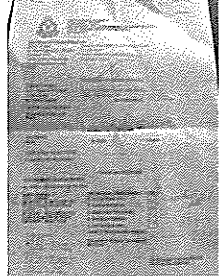
### R&R AND RECEIVED ACKNOWLEDGEMENT

☐ I hereby confirm that I understand and agree with rules and regulation set above.

DATE	15/3/19	EMPLOYEE NO	220867
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### ATTACHMENT

*Yue*

<p><b>Copy of Valid Driving License</b> <b>(Must attached for every request)</b></p>		
<p><b>Supporting Document</b> <b>(For Special Car Park Request)</b></p>		

REV B: EF 03-2017