



**LIVEIN MANAGEMENT PROGRAM**

**OWNER ONBOARDING FORM ("FORM")**

**MANAGEMENT SERVICES AGREEMENT**

Date: \_\_\_\_\_

**A. PARTICULARS OF OWNER**

Subject	Particulars
1. Name	
2. NRIC No. / Registration No. (whichever applicable)	
3. Telephone No.	
4. Email Address	
5. Address	
6. Bank Particulars of Owner (for rental purposes)	Bank Name: Account Name: Account Number: Swift Code: Bank Address (Foreign Bank): Bank Branch Code:

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## B. PARTICULARS OF PROPERTIES

Address of Properties: \_\_\_\_\_

No.	Location (Name of Building and Unit No.)	No. of Rooms	No. of Parking Lots	Fixtures & Fittings <i>(refer to List of Fixtures &amp; Fittings)</i>	No. of Tenant(s)
1.				[Yes / No]	
2.					
3.					
4.					
5.					
6.					
7.					
8.					

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### C. TERM

Subject	Particulars
1. Date of Commencement of Management Services (“Commencement Date”)	
2. Term of Management Services (“Term”)	Three (3) year(s) from the Commencement Date
3. Date of Delivery / Vacant Possession (“VP Date”)	

### D. PAYMENT ARRANGEMENT

Subject	Particulars
1. Owner’s Entitlement	[xx]% of Collection Sum, subject to deduction of Owner’s Expenses
2. LiveIn’s Entitlement	[yy]% of Collection Sum, subject to deduction of LiveIn’s Expenses

Note:

“Collection Sum” means the actual rental sum collected from LiveIn tenants at the Property.

“Expenses” means the expenses borne by either Owner or LiveIn in accordance with the “General Terms & Conditions of the Management Services Agreement”.

### E. INFRASTRUCTURE SERVICES

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Please specify if the Owner wishes to opt for the Infrastructure Services provided by LiveIn, if “Yes” then the following subjects shall be read together with the terms and conditions outlined in the Appendix of the General Terms & Conditions of the Management Services Agreement.

Subject	Particulars
1. Infrastructure Fee (payable by Owner to LiveIn)	RM0 / month
2. Renovation Period	0 month(s) from the VP Date



## F. SPECIAL CONDITIONS

The Parties expressly covenant and agree that the Management Services Agreement shall in addition to the terms and conditions set out in LiveIn's General Terms & Conditions of the Management Services Agreement be further subject to the special conditions set out below (if any) ("**Special Conditions**") and in the event of any conflict, discrepancies or variance, the Special Conditions set out below shall prevail but only to the extent that such terms are inconsistent or different from the other terms.

Nil

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[www.LiveIn.com](http://www.LiveIn.com)

LiveIn Sdn Bhd (Reg. No: 201301041184)

3A-2, Tower 7, Avenue 3, Bangsar South, No.8 Jalan Kerinchi, 59200 Kuala Lumpur  
T +6011 3318 3413 E hello@livein.com

## **G. AGREEMENT & ACCEPTANCE BY OWNER**

This Owner Onboarding Form shall be referred to as the “**Form**” in the “**General Terms & Conditions of the Management Services Agreement**”, available at <https://www.livein.com/my/b2b-terms-and-conditions/>.

I/We, have read, fully understood and accept the terms and conditions set out in LiveIn’s “**General Terms & Conditions of the Management Services Agreement**” and the **Special Conditions** (if any) set out in Section F of the Owner Onboarding Form.

I/We, declare that all the information provided in the Owner Onboarding Form herein is true, correct and complete and LiveIn may proceed to provide management services to me/us in reliance on this information and according to LiveIn’s “**General Terms & Conditions of the Management Services Agreement**”. Any personal data provided by me/us to LiveIn in connection with the management services is subject to the Privacy Policy of LiveIn, available at <https://www.livein.com/my/privacy-policy/>.

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*Signed by Owner*

Name:

NRIC No. / Registration No.:

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## **AGREEMENT & ACCEPTANCE BY LIVEIN**

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*Signed by LiveIn*

Name:

Title:



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## Letter Of Authorization

Date:

Dear Sir/Madam,

I, the owner of the following properties hereby authorizes **LiveIn Sdn Bhd (1071007-U)** to act on my behalf with regards to the following matters:

- a) Access Card Application/s
- b) Car Park Application/s (access card, sticker, and etc)
- c) Authorize to have a soft copy of water bill/statement
- d) Apply on behalf of renovation relevant issue (permit and etc)
- e) Delivering goods
- f) Installation/repairing/servicing/Air-cond/Water Heater/Water Filter/Household item
- g) Moving in and moving out (relevant issue)
- h) Authorize to have a copy of Statement of Account (SOA) & check the outstanding balance

### List of properties in

- 1.
- 2.
- 3.
- 4.
- 5.

Kindly please bill the water bill and electricity bill to [collection@livein.com](mailto:collection@livein.com)

Your kind co-operation in this matter will be greatly appreciated.

Thank you.

Yours

Sincerely,

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Name:

NRIC No. / Registration No.: