NA

From: LCT

Sent: Thursday, March 18, 2004 2:22 PM

To: AWL; CCG; CHL; CKC; CKH; CLM; DL; DO; DY; FAB; GSH; HCH; HI; JB; jobs; KI; KLT; KT; LCH; LCT; LCY; LFY; LSF; LTC; LTV; NA; NHS; PN; RA; RO; RT; RW; SC; scan; SKY; SL; ST; SYP; Temp; Test; TLS; TWC; TYH; YYF

Subject: FW: Good Practice in Paying Plan Fee after an E-Submission

-----Original Message-----

From: e-Info System [mailto:BCA_CORENET_EINFO@bca.gov.sg]
Sent: Thursday, March 18, 2004 11:11 AM
To: LCT
Subject: Good Practice in Paying Plan Fee after an E-Submission

Dear Industry Professionals,

We would like to extend a gentle reminder to all customers of the CORENET Electronic Submission System to enclose a printout of the application fee computation form with their cheque payment so the Agencies can process your application faster.

For instance, the cheque made in payment for a building plan or structural plan submission should be accompanied by the printout of the duly completed form BCA-BP-BPAPPV01-A1.XFD or BPD_BP03_Appendix that was submitted.

For Agencies without a corresponding payment form, customers are advised to write down the project reference number and e-submission number on the cover letter accompanying the cheque or on the back of the cheque so that their Counter staff can ensure your payments are correctly assigned to your application.

Thank you.

Best Regards,
Project Manager
CORENET Electronic Submission System