

Annex D

CONCEPT DESIGN SUBMISSION

To:

From:

Unit No: Unit Name:

TENANT Contact

Telephone:

E-mail:

Checklist

- | | |
|--|--|
| <input type="checkbox"/> Shop front plan must include control zone window display and merchandise, scale 1:50. | |
| <input type="checkbox"/> Shop Front Elevation scale 1:20. | <input type="checkbox"/> Shop Front Section scale 1:20. |
| <input type="checkbox"/> Shop Front Visual (A3). | <input type="checkbox"/> Schematic Floor Plan scale 1:50. |
| <input type="checkbox"/> Schematic ceiling / lighting Plan scale 1:50. | <input type="checkbox"/> Schematic Sections and Elevations scale 1:50. |
| <input type="checkbox"/> Interior Visuals. | <input type="checkbox"/> Schematic merchandise Plan scale 1:50. |
| <input type="checkbox"/> Sample Board. | <input type="checkbox"/> Other. (please specify) |

Note to the TENANT:

- (1) Prior to Concept Design take note of prohibited elements found in the Fit-Out Manual.
- (2) All relevant documentation must be submitted in 2 sets of Drawings (hard copy) in A3 size and a Soft copy.
- (3) All drawings are fully dimensioned.
- (4) Materials are clearly referenced on drawings.

Name: Date:

Position:

Signature: