




## STRATA TITLES BOARDS

45 Maxwell Road #05-02 The URA Centre Singapore 069118  
63251589 [www.stratatb.gov.sg](http://www.stratatb.gov.sg)

17 November 2020

### NOTICE

1. The Strata Titles Boards (“STB”) has resumed operations with continued safeguards in place to mitigate the spread of COVID-19.
2. Entry to the STB office will only be granted to:
  - a) Counsel / Applicant and Respondent or representative / witnesses who are permitted by the Board to attend a mediation/hearing;
  - b) Members of the public who are attending an appointment (for assistance in person and/or the submission of hard copy documents) made at least **two (2) working days in advance** and have received written confirmation from the STB on the appointment slot; and
  - c) Courier/postal personnel delivering items to STB – they are to contact STB at 63251589 for further instructions on contactless delivery when they are outside the premises. For avoidance of doubt, appointment must be **made two (2) working days in advance** before visiting STB.
3. For members of the public who wish to make an appointment, kindly scan the QR code reflected below or follow the provided link (<https://go.gov.sg/stb-appointment>) to fill up an appointment request form. An STB officer will reach out to you to confirm the details of your appointment in due course. Please note that your appointment is not confirmed until otherwise stated.  

4. Members of the public who have made an appointment to visit STB should come alone. Please let us know in advance if you require another individual to accompany you to an appointment due to exceptional circumstances. Your request will be assessed by STB on a case-by-case basis.
5. All persons entering/exiting the premises must check-in/check-out via SafeEntry. Persons on the premises are also required to abide by the Government’s prevailing regulations on the wearing of face masks as well as safe distancing measures at all times. **STB reserves the right to deny entry to or turn away individuals who refuse to do so.** This is to protect the health and well-being of others on the premises.
6. Members of the public are to submit their applications online by sending it to [stbapplication@mnd.gov.sg](mailto:stbapplication@mnd.gov.sg). For enquiries, please call our hotline at 6325 1589.

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