



PORT KLANG FREE ZONE SDN BHD (708970U)
 Free Zone Authority Office, Precinct 5, Pulau Indah 42920, Selangor Darul Ehsan.
 Tel: 03-31015568 Fax: 03-31014096 Website: www.pkfz.com Email: info@pkfz.com

LIST OF DOCUMENTS TO BE SUBMITTED FOR FINAL INSPECTION

The following documents to be submitted prior to inviting PKFZ-Property for final inspection to obtain Certificate of Fitness

- a. Letter from Consultant / Architect reporting to the substantial completion of the building as per the approved drawings.
- b. Application form for Certificate of Fitness (CF-1)
- c. Documents / Drawings.

- i. Submission of Final Survey Plan. 1 set
- ii. SI Report 1 set
- iii. Demised Lease Area Plan (in colour). 1 set
- iii. Termites Treatment Certificate (Optional). 1 set
- iv. Building Plan 5 sets (1 set linen 4 sets paper)
- v. Electrical lighting small power layout, Load schedule and calculation, Single line diagram 1 set
- Letter of confirmation and undertaking of responsibility from Architect, M&E Consultant, C&S Consultant, Developer. 2 set
- vi. Fire protection layout completion for installation, commissioning & testing of Fire alarm & protection. 4 sets (paper)
- vii. Drainage/Road/Sewage/Water Layout/Hydrant and connection details. 5 sets (1 set linen 4 sets paper)
- viii. Compile PKFZ Checklist

d. Inspection certificate or NOC from a third party inspection agency approved by the Authority for the following types of work (If Applicable):

- i. Storage tanks and pipe lines wherever deemed necessary by other Authority.
- ii. Lifting equipment.
- iii. Pressure vessels and any other equipment as deemed necessary by the Authority.
- iv. Telekom
- v. JPP (On Sewage Connection and Approval of Plan)
- vi. TNB
- vii. All permits for PKFZ paid receipt:-

- a. Temporary Structure: (Pay to PKFZ)
- b. Hoarding: (Pay to PKFZ)
- c. Construction Deposit: (Pay to PKFZ)
- d. Drainage Deposit: (Pay to MPK)
- e. Contribution fee:- (Pay to PKFZ)
 - i. Architect
 - ii. Developer
 - iii. M&E Consultant:
 - iv. C&S Consultant:
- g. Pass Fees: (Pay to PKFZ)
- h. Plan Fees (as indicated by PKFZ): (Pay to MPK)
- i. Sanitary (Pay to MPK)



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APPLICATION FOR OBTAINING BUILDING COMPLETION CERTIFICATE

NAME OF COMPANY : _____

OPERATING NAME : _____

BUILDING PERMIT OR NOC REF : _____
 (From PKFZ)

NOTICE OF INTENT Ref. : _____
 (Lease Agreement No.)

BUILDINGS COMPLETED

Offered for Inspection : Partial Final

Buildings Offered : _____

STATUS OF DRAWING REVIEW REPORT COMMENTS:-

Civil	⇒	Resolved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Electrical	⇒	Resolved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Fire	⇒	Resolved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Safety	⇒	Resolved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Environment	⇒	Resolved	<input type="checkbox"/>	Pending	<input type="checkbox"/>

ELECTRICITY (TNB)

Drawings	⇒	Approved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Application for connection	⇒	Approved	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Inspection	⇒	Approved	<input type="checkbox"/>	Pending	<input type="checkbox"/>

Telekom

NOC for Lead-Ins	⇒	Submitted	<input type="checkbox"/>	Pending	<input type="checkbox"/>
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ALL DOCUMENTS SUBMITTED

Compliance with List of Documents to be submitted for final inspection.: Yes No

SIGNATURE & STAMP OF CONSULTANT