



INTERNATIONAL
COMMERCIAL
CENTRE

422/426 Corner of Strand Rd &
Botahtaung Pagoda Road,
Botahtaung Township, Yangon
Republic of the Union of Myanmar
Email: leasing@nexland.co
Tel: +95 18202050
+95 18202058, +95 18202063
(Ext: 322,323)
Fax : +95 18202071

Date :

TENANT ACCESS CARD REQUEST

Tenant Name :

Company Name :

Unit No. & Floor :

Reason of Access Card Request

New Card

Replacement Card

Quantity :

Total Amount :

Remark

Cost for New Card - 10,000 Kyat

Cost for Replacement Card - 15,000 Kyat

The charges of access cards are non-refundable.

Please be sure employee has a form filled and signed by authorized person. The access card can be collected at the Reception area on 1st Floor.

All cards are property of ICC. There is a replacement fee if lost, stolen, damage. Upon a card holder's termination, please return access cards to the Reception on 1st Floor.

For Requestor Signature & Name

Authorized Tenant Signature & Name

ICC Management Use Only

Apply By: (Receptionist)	Card Issue By: (Leasing Executive)	Payment Received By: (Senior Account)	Acknowledge By: (Building Manager)

Total Balance of Access Card () Pcs.

*****The card will be issued after receiving the payment**