

**On-Site Rules & Regulations for Distribution Points**

Name of Licensee \_\_\_\_\_  
Location \_\_\_\_\_  
Licence Period \_\_\_\_\_

Contact Person \_\_\_\_\_  
Contact No. \_\_\_\_\_

Electrical Point:  Yes  No Additional Electrical Point  Yes  No  
Permitted Use Flyer distribution

- Always put on a mask and maintain a social distancing from the person next to you
- To ensure no obstruction to traffic flow
- To pick up any loose flyers on the floor at all times
- To ensure adequate crowd control if necessary
- Ensure stacks/ boxes of flyers/ items are not obstructing any passageway or traffic flow
- To ensure distribution do not obstruct any entrance/ exit and escalators wherever applicable
- To ensure all flyers/ items to be removed on site and to arrange own disposal
- Contents of distribution are subject to SMRT's approval
- To ensure distribution activities are within the designated location
- No additional umbrellas, chairs or tables are allowed unless otherwise approved by SMRT
- If there are costumes for the distribution (subject to SMRT's approval), no headgears are allowed (face should not be covered)
- Other \_\_\_\_\_

Acknowledged by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Full Name)