



TEO KAH LOKE (ZHANG JIALUO)
200 JALAN SULTAN
#21-11 TEXTILE CENTRE
SINGAPORE 199018



027816002080918

For Immigration Use (To clear by FIN)



G8674495W

15 Sep 2018

Your helper's card will be delivered after we verify the documents

Dear TEO KAH LOKE (ZHANG JIALUO)

Your helper's new work permit card is almost ready. MOM will deliver it within five working days, after we have checked the documents submitted.

There is a letter attached that you need to give to your helper. It acts as a temporary work permit while you wait for your helper's new permit.

The card will only be handed over to the recipients whom you have named, and only if they show a photo ID. We will send them an SMS one working day before we deliver it. Your helper's new work permit has a QR code which will display her work permit details when scanned using the **SGWorkPass App** (refer to the guide attached for more details).

MOM is unable to accept requests to change delivery times. However, if we fail the first time, we will try to deliver the card again a few days later — we will send them another SMS. If we are unable to deliver after two attempts, you will be asked to collect the card from the MOM Services Centre in Bendemeer.

You can check the status of your delivery through Work Permit Online. Go to Enquire > Card Delivery / Collection Status.

PAYMENT REFERENCE
520B7E4C9863F6

RECEIPT NO
I00001172640

HELPER'S NAME
INALDO EMELINDA DELA CRUZ

FIN
G8674495W

WPNO
0 27816002

DATE OF APPLICATION
08 SEP 2018

WORK PERMIT EXPIRY DATE
12 SEP 2020

DATE OF BIRTH
01 JUN 1984

GENDER
FEMALE

NATIONALITY
FILIPINO

PASSPORT NO.
EC5176772

PASSPORT EXPIRY DATE
01 SEP 2020

OCCUPATION
FOREIGN DOMESTIC WORKER

EMPLOYER'S NAME
TEO KAH LOKE (ZHANG JIALUO)



Your helper has previously worked for another employer. If your helper is still holding on to her old work permit card, please get her to mail it to the Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764 by 22 Sep 2018.

Yours sincerely

Pansy Chow
For the Controller of Work Passes



You can check the latest work pass details using the SGWorkPass App



Employers and helpers can use the SGWorkPass App to scan the QR code on the work permit card to view the latest pass details. For more information on the App, please visit www.mom.gov.sg/sgworkpass

Benefits of the new work pass card and SGWorkPass App

- Allows you and your helper to check her latest pass details (e.g. pass status and expiry date)
- Available 24/7
- Helpers can continue to use the same card upon the work pass renewal



1 Download SGWorkPass App

Available on Android and iOS for free.



2 Scan QR code on the card

- a) Open the **SGWorkPass** app.
- b) Scan the QR code.



- c) The latest pass information will be displayed.

