





MINISTRY OF
MANPOWER

Authorisation Form for Foreign Domestic Worker Work Pass Transactions

This authorisation letter shall only be valid for 14 days from the date of employer's authorisation, and only applies to the application / renewal / transfer / cancellation of the foreign domestic worker(s) listed below. To ensure proper authorisation, employers are to indicate **NA** for rows that are not filled.

*The softcopy of this form contains macros and can only be used with MS Word 2007 version or later. Please print out the PDF version and fill it in hardcopy if you do not have the required software.

Declaration by Employer			
Employer Name		Tan Kim Choo	
NRIC No./ FIN		S0901265F	
Contact No.		98620884	
Signature and Date			
S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	Pujiati	C1544426	CR W/P
2			
<input checked="" type="checkbox"/> I hereby declare that I am authorising _____ (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.			
<i>Fill in only if applicable.</i>			
<input type="checkbox"/> I hereby authorise _____ (Full name as in NRIC/Passport), _____ (NRIC/Passport No.), to submit this authorisation form on my behalf. A copy of the representative's NRIC/Passport is enclosed with this authorisation form.			

Declaration by EA	
<input checked="" type="checkbox"/> I have spoken to and verified with employer to confirm his / her authorisation.	
<input type="checkbox"/> I have spoken to and verified with employer that the person submitting this form to the EA is authorised to do so on behalf of the employer.	
<input checked="" type="checkbox"/> I declare that I have ensured all necessary fields are filled in prior to making the abovementioned work pass transactions.	
<input checked="" type="checkbox"/> I declare that the information provided on this form is true and correct.	
Name of EA personnel	Palma Sharon Asuncion
Registration No.	R1105865
Signature and Date	

FORM 18
IMMIGRATION ACT
(CHAPTER 133)
IMMIGRATION REGULATIONS
SPECIAL PASS
REGULATION 15(3)

ZY030926
WP No. : 0 09520295
DOA : 05/11/2018
SB No. : 201811071132
SB EXPIRY : 06/01/2021
FIN : G8739060N

To: PUJIATI



Holder of **INDONESIAN**

Passport No. C1544426

Sex / DOB: F / 11/09/1986

G8739060NX

Issued at _____ on _____

You are hereby permitted to remain in Singapore till 16/04/2019 from the date of issue hereof for the purpose of reporting to Immigration Singapore Cruise Centre Checkpoint to check out on 16/04/2019.

TAN KIM CHOO
18A CIRCUIT ROAD
#12-270 MACPHERSON RESIDENCY
SINGAPORE 371018
Tel No. :
EA Tel No. : 98379022
Special Pass Issue Date: 30/03/2019
Special Pass Extend Date: 15/04/2019
Special Pass Expiry Date: 16/04/2019



00952029505112018
950 - 30/03/2019

CHOW CHOON YEN
for Controller Of Immigration
Singapore

*Delete whichever is inapplicable

Note: Please surrender this pass to the Immigration Duty Officer's counter at the time of departure.

IMMIGRATION ACT
(CHAPTER 133)
IMMIGRATION REGULATIONS
SPECIAL PASS
REGULATION 15(3)

WP No. : 0 09520295
DOA : 05/11/2018
SB No. : DZA201804
SB EXPIRY : 06/01/2021
FIN : G8739060N

To : PUJIATI



Nationality: INDONESIAN Sex: Female Date of birth: 11/09/1986

G8739060NX

Your legal stay in Singapore has been extended to 13/04/2019, when you will need to leave the country.

TAN KIM CHOO
18A CIRCUIT ROAD
#12-270 MACPHERSON RESIDENCY
SINGAPORE 371018
Tel No. : 98386006
EA Tel No. :

Special Pass Issue Date: 30/03/2019
Special Pass Expiry Date: 13/04/2019

CHOW CHOON YEN
for Controller Of
Immigration
Singapore

Note: Please surrender this pass to the Immigration Duty Officer's counter at the time of departure.

Date:

16/02/19

To:

Work Permit Department
Ministry Of Manpower
18 Havelock Road
Singapore 059764

Dear Sir / Madam

CONSENT TO TRANSFER FOREIGN DOMESTIC WORKER

FOREIGN DOMESTIC WORKER

Pujati

WORK PERMIT

0 09520295

DATE OF APPLICATION

I, Tan Kim Choo
(Name of Current Employer)

of NRIC / Passport No

S0901265F

Agree to release my Foreign Domestic Worker named above to the prospective employer

(Name of Prospective Employer)

Pending the outcome of the application, I undertake all responsibilities for the employment of the said Foreign Domestic Worker and will extend her work permit (if necessary).

If the application is not approved, I will repatriate this worker.




Signature of Current Employer

Date : 16/02/19
FDW Reference No. : 0104652

LETTER OF ACKNOWLEDGEMENT

1. Please be informed that the Foreign Domestic Worker (FDW) Pujati, Work Permit No. 0 09520295 has a (21) days period with the Employment Agency for transfer/re-deployment. The due period will be on 08/03/19.
2. The Employer remains legally responsible for the FDW till the FRW's Work Permit is cancelled, FRD repatriated or FDW is handed to the new Employer.
3. Please note that under the Ministry of Manpower, "Conditions of Work Permit", the employer shall bear all cost of repatriating the FDW at all times and the Employer shall not deduct, or recover (directly or indirectly) the costs associated with the repatriation from the FDW.
4. Please refer to the Standard Service Agreement between the FDW Employer and the Employment Agency.


Signature of Employer

Name : Tan Kim Choo

NRIC or Passport No. : S 0901265F

Palma Sharon Auncion
R1103865

Signed for and on behalf of Agency



Date: 16/02/19

To. The Employer

Employer's Name : Tan Kim Chou.

FDW's Name : Pujarti

TAKING CUSTODY OF FDW

We herein confirm that we have taken over custody of the abovementioned
FDW today, 16/02/19 at _____

United Channel Employment Agency Pte Ltd
Lic. No. 07C4306 GST Reg. No. 200716859W
865 Mountbatten Road #01-22/23/24/25
Katong Shopping Centre Singapore 437844
Tel: 6344 8807 Fax: 6345 0806
Email: unitedes@singnet.com

However, until her transfer or repatriation, the employer is reminded that he or she will still be responsible and liable for the FDW, in accordance with MOM's conditions of Work Permit for Employers, even though the FDW is in our custody.

UNITED CHANNEL

United Channel Employment Agency Pte Ltd
Lic. No. 07C4306 GST Reg. No. 200716859W
865 Mountbatten Road #01-22/23/24/25
Katong Shopping Centre Singapore 437844
Tel: 6344 8807 Fax: 6345 0806
Email: unitedes@singnet.com

Name: _____

[illegible]

IDN PASPOR
PASSPORT

March 1994
P

PUJIATI

INDONESIA

11 SEP 1986

10 OCT 2018

10 OCT 2023

1A11CG153556-SQS

NIKIM 110274216117

P<IDN<<PUJIATI<<<<<<<<<<<<<<<<<<<<<<<<<<<<<<<
C1544426<8IDN8609111F23101073505065109000376

Schedule of Salary and Loan (including loan for placement fee) Repayment

2213 *bal Loan*

Name of Employer

TAN KIM CHOO

Name of FDW

PUJIATI

Monthly Salary of FDW

\$ 635.00 Compensation : \$ 85 AS REIMBURSEMENT for 4/Prefer 0 off days (\$21.25/day)

Total Amount of Loan (including loan for placement fee) \$ 3,880.00

S.No.	Schedule of salary Payment			Schedule of Loan (including loan for placement fee) Repayment			
	Month / Year	Date of Salary Payment	FDW acknowledgement (Signature)		Daye of Repayment	Employer's Acknowledgement (Signature)	FDW acknowledgement (Signature)
1	\$ 150.00	07-12-2018			\$485.00 07-12-2018		
2	\$ 150.00	07-01-2019			\$485.00 07-01-2019		
3	\$ 150.00	07-02-2019			\$485.00 07-02-2019		
4	<u>\$ 150.00</u>	07-03-2019			\$485.00 07-03-2019		
5	\$ 150.00	07-04-2019			\$485.00 07-04-2019		
6	\$ 150.00	07-05-2019			\$485.00 07-05-2019		
7	\$ 150.00	07-06-2019			\$485.00 07-06-2019		
8	\$ 150.00	07-07-2019			\$485.00 07-07-2019		
9	\$ 635.00	07-08-2019					
10	\$ 635.00	07-09-2019					
11	\$ 635.00	07-10-2019					
12	\$ 635.00	07-11-2019					
13	\$ 635.00	07-12-2019					
14	\$ 635.00	07-01-2020					
15	\$ 635.00	07-02-2020					
16	\$ 635.00	07-03-2020					
17	\$ 635.00	07-04-2020					
18	\$ 635.00	07-05-2020					
19	\$ 635.00	07-06-2020					
20	\$ 635.00	07-07-2020					
21	\$ 635.00	07-08-2020					
22	\$ 635.00	07-09-2020					
23	\$ 635.00	07-10-2020					
24	\$ 635.00	07-11-2020					
** Total Amount (SS)					\$3,880.00		

** The total amount should be filled in at the point of acknowledging this schedule, and it shall be the sum total of the monthly loan repayments.

** The monthly payment of \$635 is inclusive of the reimbursement of no off day based on mutual agreement. Employer is allowed to deduct \$21.25 for each off day given.

** Please indicate final salary for each month should there be any changes. Both employer and FDW shall sign on the amendments to prevent disagreement.

I hereby declare that and agree with the monthly salary and total amount of loan indicated above.

Name / Signature of FDW

Name / Signature of Employer

Witnessed by EA Representative:

Name / Signature:



KT - UCE
(I)UC 652
APS



PUJIATI
18A CIRCUIT ROAD
#12-270 MACPHERSON RESIDENCY
SINGAPORE 371018



06 Nov 2018



IPA No.: 009520295051118
SB Transmission Ref No.: U076588

Your work permit application has been approved

Permohonan izin kerja Anda telah disetujui

What happens next?

Apa selanjutnya?

Please follow the steps in the next few pages to get your work permit.

Ikuti langkah di beberapa halaman berikutnya untuk mendapatkan izin kerja.

Dear PUJIATI,
PUJIATI yang terhormat,

Your application for a work permit has been approved in-principle. This letter tells you what to do next.

Pada dasarnya, permohonan izin kerja Anda telah disetujui. Surat ini ditujukan untuk memberi tahu Anda apa yang harus dilakukan selanjutnya.

You can only start work for TAN KIM CHOO after your new work permit is issued.

Anda diperbolehkan bekerja untuk TAN KIM CHOO setelah izin kerja baru Anda diterbitkan.

Yours sincerely
Hormat kami,

Penny Han (Mrs)
Controller of Work Passes
Pengontrol Izin Kerja