



TAY YEO
7 RIVERVALE LINK
#02-42 RIVERVALE, THE
SINGAPORE 545125



11 Jul 2017

Your helper's work permit has been renewed

Dear TAY YEO

This letter confirms that you can keep your helper. Her new work permit will expire on 24 Jul 2019.

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

MOM will send your helper a new work permit in the next four to five days, once we have checked all the information in your renewal application. The new permit will only be released to any of the authorised recipients whom you have named. We will send you an SMS one working day before we deliver the permit.

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

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

Yours sincerely

Pansy Chow
For the Controller of Work Passes

PAYMENT REFERENCE
FDC07F17D6403B

RECEIPT NO
R00000697396

HELPER'S NAME
HKAWN MAI

FIN
G2257886W



HKAWN MAI
C/O TAY YEO
7 RIVERVALE LINK
#02-42 RIVERVALE, THE
SINGAPORE 545125



093132238230713

For Immigration Use (To clear by FIN)



G2257886W

11 Jul 2017

This letter allows you to stay and work in Singapore

Dear HKAWN MAI

Your employer has renewed your work permit with MOM.

MOM will send you your new work permit in the next four to five days after we have checked everything in your application. We will send your employer an SMS one working day before we deliver your card.

Before you get your new permit, this letter allows you to stay and work in Singapore. It is valid until 09 Aug 2017. You will need to show this letter at Immigration if you leave the country before your new permit arrives.

You must return your old permit to us by 18 Jul 2017. Please post it to the *Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764*.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
HKAWN MAI

FIN
G2257886W

NEW WORK PERMIT EXPIRY DATE
24 JUL 2019

DATE OF BIRTH
30 MAR 1990

GENDER
FEMALE

NATIONALITY
MYANMAR

PASSPORT NO
MC262258

PASSPORT EXPIRY DATE
05 JUL 2022

EMPLOYER'S NAME
TAY YEO

OCCUPATION
FOREIGN DOMESTIC WORKER



Use this form only if you are an employment agent acting on behalf of an employer

Declaration by the employer:

1. In order to renew a work pass under the Employment of Foreign Manpower Act ("EFMA"), I declare that:
 - a. I am fully aware of and shall fulfil my obligations as an employer of a foreign domestic worker under the EFMA and the Employment of Foreign Manpower (Work Passes) Regulations ("EFMR") which includes the following:
 - Pay her salary promptly
 - Pay for her upkeep and maintenance, including medical treatment
 - Provide acceptable accommodation for her
 - Should she die while in Singapore, pay for her burial or cremation and pay for her body and belongings to be returned to her home
 - Take her to the Controller of Work Passes when required by MOM
 - Inform the Controller of Work Passes in writing within seven days when her employment ends or her work pass is cancelled
 - Arrange and pay for her passage home, after giving her reasonable notice, and paying her outstanding salary.
 - b. I shall take reasonable steps to ensure that my foreign domestic worker complies with the EFMA and the EFMR; and such steps shall include reporting to the Controller of Work Passes if I know that she is non-compliant; and
 - c. I have obtained my foreign domestic worker's written consent to continue her employment with me.
2. When a new security bond is needed, I declare that:
 - a. I have furnished my security bond as follows:

| | |
|---------------|--------------------------|
| Policy Number | Expiry Date (DD-MM-YYYY) |
|---------------|--------------------------|
 - b. I understand that the Controller of Work Passes has imposed on me a security bond for the sum of FIVE THOUSAND SINGAPORE DOLLAR (SGD 5,000) payable to the Government of the Republic of Singapore to ensure that I comply with my obligations under the EFMA and the EFMR [including those in 1(a) above];
 - c. I understand that if I breach any of my obligations as an employer of a foreign domestic worker, my Security Bond may be forfeited fully or in part. I also understand that if there is only partial forfeiture, the Government of the Republic of Singapore may forfeit the rest at a later point in time for the same breach or a different breach.
3. By signing this form, I indicate that I have read and understood this declaration; and intend to be bound by it. I am aware that if I have wilfully stated in it anything which I know to be false or do not believe to be true, I may be prosecuted.

Name of foreign domestic worker

Hkawn Mai

Name of employer

Tay Yeo

NRIC / FIN

S0905090F

FIN of foreign domestic worker

G12257886 W

Signature of employer



Date (DD-MM-YYYY)

10 JUL 2017

Underwritten by:



TOKIO MARINE

TOKIO MARINE INSURANCE SINGAPORE LTD
20 McCallum Street #09-01
Tokio Marine Centre Singapore 069046
Tel: +65 62216111 Fax: +65 63242180
Web: www.tokiomarine.com.sg
Company's Registration No. 192300014M

For Enquiries / Documentations / Claims Handling, please contact:



AVA INSURANCE AGENCY PTE LTD
91 Bencoolen Street #09-06
Sunshine Plaza Singapore 189852
Tel: +65 65356838 / 54636138
Fax: +65 65356828 / 54635021
Web: www.ava-ins.com.sg
Company's Registration No. 201113230C

Domestic Mail Insurance

UNITED CHANNEL EMPLOYMENT AGENCY PTE LTD (KT1)

Certificate No. DZA168555

The Insured : TAY YEO

The Address : 7 RIVERVALE LINK #02-42 THE RIVERVALE SINGAPORE 545125

The Beneficiary : The Estate of the Insured Person named below in respect of Section 1A and 1B only.

The Insured Person : HKAW N MAI

Date of Birth : 30/03/1990

Passport No : MC262258

Nationality : MYANMAR

The Period of Insurance : 25/07/2017

to 24/09/2019

Or until cessation of the employment whichever is the earlier.

| Section | Coverage | Limit |
|---------|--|--|
| 1. | Personal Accident | |
| | (A) Death | S\$40,000 |
| | (B) Permanent Disablement | As per scale in Policy |
| | (C) Medical Expenses | S\$1,000 |
| 2. | Hospital & Surgical Expenses | S\$30,000 (Annual Limit: S\$15,000) (Worldwide) |
| 4. | Repatriation Expenses | Up to S\$10,000 |
| 11. | Reimbursement of Indemnity paid to Insurer (excess S\$250) | Not Covered |
| | | |

Premium : S\$230.00

GST : S\$16.10

Premium (w/GST) : S\$246.10

Signed this 10/07/2017

Not valid unless countersigned

Authorised Representative
AVA Insurance Agency Pte Ltd

Tokio Marine Insurance Singapore Ltd

A.K. Cher
CEO and Managing Director




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 | Tay Yeo |
| NRIC No./ FIN | 80905090F |
| Contact No. | 92317923 |
| Signature and Date |  10.07.17 |

| S/N | Name of Foreign Domestic Worker(s) | Passport / FIN / WP No. | Authorised Transaction |
|-----|------------------------------------|-------------------------|------------------------|
| 1 | Hkaon Mai | MC 262258 | Renew |
| 2 | | 0 93132238 | |

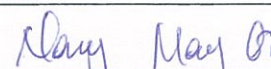
☒ I hereby declare that I am authorising _____ (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.

Fill in only if applicable.

☐ 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

- ☒ I have spoken to and verified with employer to confirm his / her authorisation.
- ☒ 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.
- ☒ I declare that I have ensured all necessary fields are filled in prior to making the abovementioned work pass transactions.
- ☒ I declare that the information provided on this form is true and correct.

| | |
|----------------------|--|
| Name of EA personnel | Jang May Oo |
| Registration No. | R1100684 |
| Signature and Date |  10.07.17 |

RENEWAL OF WORK PERMIT / PASSPORT / VISA Documentation

****Note :** Please make sure that all authorization
forms are filled and signed

(company stamp)



Date : 06/07/17

Package Fee : 850

Official Receipt No. : KT012017075680

Insurance : Plan A

RIP : YES ☒ NO

Name of Employer : Tay Yeo

Contact No. : (H) _____ (HP) 92917923 (Mrs Ng)

Spouse : _____

Contact No. : (H) _____ (HP) _____

☒ Myanmar ☐ Filipino ☐ Indonesia

Name of FDW : Hkawn Mai

Work Permit No. : 093132238

Date of Expiry : 24-07-2017

Passport No. : MC 262258

Date of Expiry : 05-07-2022

Remarks / Special Instructions :

zoengketian@hotmail.com



TAY YEO
7 RIVERVALE LINK
#02-42 RIVERVALE, THE
SINGAPORE 545125



25 May 2017

It's time to renew your helper's work permit

Dear TAY YEO

Your helper's work permit will expire on 24 Jul 2017.

There are a few things you need to do if you want to keep her. Use the handy checklist over the page to make sure you have everything ready before you renew.

If you don't intend to renew your helper's permit, you will need to think about transferring her to another employer or sending her home. You can find out more about this at mom.gov.sg > Foreign Manpower > Work passes and permits > Work Permit for foreign domestic worker.

Yours sincerely

Pansy Chow
For the Controller of Work Passes

HELPER'S NAME
HKAWN MAI

FIN
G2257886W

WP NO
0 93132238

DATE OF APPLICATION
23 JUL 2013

SB TRANSMISSION NO
V637745

If you wish to keep your helper

- 1 If your address has changed recently, update the Police Post or ICA
- 2 Buy a new insurance package
- 3 Then go online to renew at services.mom.gov.sg/workpass/keepmyhelper

IMPORTANT

There may be an overstaying fine of up to \$500 if your helper's permit is not renewed, transferred or cancelled before 24 Jul 2017

PASSPORT

Passport No
MC262258

Nationality
MYANMAR

Sex
F

Place of birth
MOGAUNG

Authority
ME, SINGAPORE

Date of expiry
05 JUL 2022

Holder's signature

PJMMRHKAWN<MAI<<<<<<<<<<<<<<<<<<<<<<<
MC262258<1MMR9003303F2207054<<<<<<<<<<<<<8



WORK PERMIT
Employment of Foreign Manpower Act (Chapter 91A)
Republic of Singapore

Employer Location
TAY YEO
7 RIVERVALE LINK #02-42 S(545125)



Name
HKAWN MAI
Occupation
DOMESTIC WORKER

Work Permit No.
0 93132238

Date of Application
23-07-2013

Date of Issue
04-06-2015

Date of Expiry
24-07-2017



L5693603



VISIT PASS
Immigration Regulations

Name
HKAWN MAI



Date of Birth
30-03-1990

Sex
F

Nationality
MYANMAR

FIN

Date of Issue
G2257886W 04-06-2015

Date of Expiry
24-07-2017

MULTIPLE JOURNEY VISA ISSUED

**YOU ARE TO SURRENDER THIS CARD WHEN IT IS CANCELLED
OR HAS EXPIRED, OR WHEN A NEW CARD IS ISSUED TO YOU.**

