




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	Chua Yin Chuan
NRIC No./ FIN	S7736138C
Contact No.	9238 6008
Signature and Date	 30 APR 2017

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	Thin Thin Man	09393044 MB723354	TRANSFER
2			

☒ 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	Palma Sharon Asuncion
Registration No.	R1105865
Signature and Date	 30 APR 2017

Date: 30 APR 2017

To:
Work Permit Department
Ministry Of Manpower
18 Havelock Road
Singapore 059764

Dear Sir / Madam

CONSENT TO TRANSFER FOREIGN DOMESTIC WORKER

FOREIGN DOMESTIC WORKER Thin Thin Mar
WORK PERMIT 093930484
DATE OF APPLICATION _____

I, Chua Yin Chuan of NRIC / Passport No S7736138C
(Name of Current Employer)

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



United Channel

Cancellation Request (for other Country)

I, _____ of Passport no. _____
and Work Permit No. _____ hereby request to be sent to _____

(Place of Repatriation) Instead of my home country upon the cancellation of my work permit.

FDW's Signature: _____ Date: _____

Employer's Undertaking

I, Chua Yin Chuan holder of Nric/Fin No. S7736138C

Have no objection to the request of my Foreign Domestic Worker (FDW) named above to be
Sent to _____ instead of her home country and I hereby authorized
(Place of Repatriation)

UNITED CHANNEL to cancel my FDW's work permit on _____ and she shall be
Repatriated within 14 days by flight/ferry/Coach No. _____ reporting to
(Flight Number)
Immigration _____ checkpoint.

Employer's Signature: [Signature] Date: _____

EA Personnel Name Reg No. _____ Signature: _____

Date : 30 APR 2017

FDW Reference No. : NP 676

LETTER OF ACKNOWLEDGEMENT

1. Please be informed that the Foreign Domestic Worker (FDW) Thi'n Thi'n Mon, Work Permit No. 093930444 has a (21) days period with the Employment Agency for transfer/re-deployment. The due period will be on 20/05/2017
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.

emp refuse to sign

Signature of Employer

Name :

Chua Yin Chuan

NRIC or Passport No. :

S7736138C

Palma Sharon Asuncion
R1105865

Signed for and on behalf of Agency



Date: 30 APR 2017

To. The Employer

Employer's Name : dua yin chuan

FDW's Name : Thi'n Thi'n man

TAKING CUSTODY OF FDW

We herein confirm that we have taken over custody of the abovementioned FDW today, 30 APR 2017 at 2pm.

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

Palma Sharon Asuncion
R1105865

Name: _____



Internal Application

● Employer

● FDW

● Reports

● Logout

>> Employer Search >> CHUA YIN CHUAN >> NP.676

Welcome | Logout

Maid Return

NRIC	Name	Address	Phone	Email	Maid Code	Status	Date
S7736138C	CHUA YIN CHUAN	APT BLK 173D PUNGGOL FIELD #11-633 SINGAPORE 824173	/92386008	adrian@adrian- chua.com	NP 676	RETURNED	30-04-2017

Deployed Date : 27-04-2017

Return Date : 30-04-2017

No. days worked: 4

Salary: \$500.00

Pocket Money: \$20.00

Placement Fee: \$860.00

Used Placement Fee: \$67.00

Balance: \$793.00

Topup Loan: \$ -793.00

\$

Warning: number_format()

expects parameter 1 to be

double, string given in

New Placement Fee:

/home/ucapp

/public_html

/test/rtf_maid_view.php

on line 657

Reason:

United Channel Employment Agency Pte Ltd (07c4306)

Placement Fee Breakdown Acknowledgement Slip

Name of FDW : Thi'n Thi'n mar
WP No. : 0 939 30444
Passport No : MB 723354

(ပြန်လာသည့် အကြောင်းအရင်း)

Reason for coming back : I want to come back agency.

I have receive S — being refund of 1 month service fee from my agency

(ကျွန်မ အေဂျင်စီကနေ ဝန်ဆောင်ခ ဘလ ပြန်အမ်းရမည့်ငွေကို \$ — လက်ခံရရှိပါသည်။)

I am aware the agency has added a service fee of 67.00 being 4 days month(s) of my salary to my overseas expenses / placement loan balance.

ကျွန်မ ၏ လစာ ပင်လယ်ရပ်ခြားစရိတ် / ကြိုတင်ချေးငွေ လက်ကျန် ပမာဏ ထဲ သို့ ကျွန်မရဲ့ အေဂျင်စီက ဝန်ဆောင်ခ ကို ထပ်တိုးမယ်ဆိုတာ သိပါတယ်။

Overseas Expenses / Placement Loan balance : 793.00

(ပင်လယ်ရပ်ခြားစရိတ်/ကြိုတင်ချေးငွေလက်ကျန်ပမာဏ)

Service Fee charged by Agency

(အေဂျင်စီကနေ ဝန်ဆောင်ခဖြတ်သည်)

67.00 X 4 days months (max 2 months)
(လ [အများဆုံး: ၂လ])

Less Refund of Service Fee (if applicable) : — [this is not applicable if refund has been made]

(ဝန်ဆောင်ခပြန်အမ်းရမည့်ငွေ (အကယ်၍သက်ဆိုင်လျှင်)) : — [အကယ်၍ဝန်ဆောင်ခပြန်အမ်းငွေပြုလုပ်ပြီး ရင် မသက်ဆိုင်တော့ပါ]

Total Loan : 793 + 67 (Loan Balance - Service fee charge - Refund (if any))

(စုစုပေါင်းကြိုတင်ချေးငွေ) = 793 + 67 (လက်ကျန်အကြွေး+ဝန်ဆောင်ခထပ်ဖြတ်သည် - ပြန်အမ်းငွေ (အကယ်၍လိုအပ်လျှင်))

Acknowledged by FDW : _____

(FDWရဲ့ ဝန်ခံချက်)

Palma Sharon Asuncion

Acknowledged by : R1105865

(EA Name & Registration No.)



Agency Stamp



Work Pass Division
Ministry of Manpower
18 Havelock Road
Singapore 059764
Telephone : (65) 64385122
Website : <http://www.mom.gov.sg>
Email : mom_wpd@mom.gov.sg

EMPLOYMENT HISTORY OF WORK PERMIT HOLDER

Date printed : 06/05/2017
Employment Agency : UNITED CHANNEL EMPLOYMENT AGENCY PTE. LT (07C4306)

Worker Details

WP No. : 0 93930444
Name of Worker : THIN THIN MAR
DOB of Worker : 17/11/1989
Sex : FEMALE
Worker's FIN : G2884495L
Passport No. : MB723354
Nationality : MYANMAR

Employment History

Results Found : 2

Employer	Period of Employment		Industry
	Start Date	End Date	
Employer 2	27/04/2017		General Household
Employer 1	31/08/2016	27/04/2017	General Household

No person shall in any way make any additions, modifications, adjustments or alterations to the information, or further disclose the information to any other person(s) unless required by the Ministry of Manpower.

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

Name of Employer

CHUA YIN CHUAN

Name of FDW

Thin Thin Mar

Monthly Salary of FDW

\$ 500.00 Compensation : \$ 70 AS REIMBURSEMENT for 4 off days (\$17.5/day)

Total Amount of Loan (including loan for placement fee) \$ 860.00

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	\$ 20.00	26-05-2017			\$480.00	26-05-2017	
2	\$ 120.00	26-06-2017			\$380.00	26-06-2017	
3	\$ 500.00	26-07-2017					
4	\$ 500.00	26-08-2017					
5	\$ 500.00	26-09-2017					
6	\$ 500.00	26-10-2017					
7	\$ 500.00	26-11-2017					
8	\$ 500.00	26-12-2017					
9	\$ 500.00	26-01-2018					
10	\$ 500.00	26-02-2018					
11	\$ 500.00	26-03-2018					
12	\$ 500.00	26-04-2018					
13	\$ 500.00	26-05-2018					
14	\$ 500.00	26-06-2018					
15	\$ 500.00	26-07-2018					
16	\$ 500.00	26-08-2018					
17	\$ 500.00	26-09-2018					
18	\$ 500.00	26-10-2018					
19	\$ 500.00	26-11-2018					
20	\$ 500.00	26-12-2018					
21	\$ 500.00	26-01-2019					
22	\$ 500.00	26-02-2019					
23	\$ 500.00	26-03-2019					
24	\$ 500.00	26-04-2019					
** Total Amount (S\$)					\$860.00		

** 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 \$500.00 is inclusive of the reimbursement of no off day based on mutual agreement. Employer is allowed to deduct \$17.50 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.

Thin Thin Mar
Name / Signature of FDW



[Signature]
Name / Signature of Employer

Witnessed by EA Representative:

Name / Signature: Chee Mun Leong
[Signature]

REPUBLIC OF SINGAPORE
IDENTITY CARD NO. S7736138C



Name
CHUA YIN CHUAN

蔡 漢 全

Race
CHINESE
Date of birth
01-12-1977 Sex
M
Country of birth
SINGAPORE



4184087



NRIC No. S7736138C



Date of issue
05-03-2008

APT BLK 173D PUNGGOL FIELD #11-633
SINGAPORE 824173

NRIC No. S7736138C

Date: 18/10/2012

No: 7180622

REPUBLIC OF SINGAPORE
IDENTITY CARD NO. S8189061G



Name
NGUYEN THI MY DUNG

Race
KINH
Date of birth
19-06-1981 Sex
F
Country/Place of birth
VIETNAM



93246



NRIC No. S8189061G



Nationality
VIETNAMESE
Date of issue
17-03-2014

Address
APT BLK 173D PUNGGOL FIELD
#11-633
SINGAPORE 824173