




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 Kai Bee @ Seen Kay Bee
NRIC No. / FIN	S1078759 I
Contact No.	91809220
Signature and Date	

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	Noxia Amberwati	B7357878	OCL
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	Nang May Oo
Registration No.	R1100634
Signature and Date	



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NUSATRIP CODE : **D3LM5E**

DEPARTING

WED MAR 20

Singapore (SIN) to Jakarta (CGK)

**AIRASIA INDONESIA****QZ 263**

Duration : 0 h 45 m

Airline Booking Code: EUUP7N

No Baggage

➤ DEPARTING

Singapore (SIN : Changi)
Time: 10:20, Mar 20, 2019
Terminal: 4

➤ ARRIVING

Jakarta (CGK : Soekarno
Hatta) Indonesia
Time: 11:05, Mar 20, 2019

Passenger Name

Novia Ambarwati

Extra Request: Baggage : 25kg

Class:

ECONOMY

**Hotel in Jakarta**

Start from SGD 17

SEARCH HOTELS**Contact information:**

NUSATRIP CODE : TGT8ZY

DEPARTING

WED
MAR 20

Jakarta (CGK) to Bandar Lampung (TKG)



SRIWIJAYA AIR

SJ094

Duration : 0 h 45 m

Airline Booking Code: GVVLAE



Baggage: 15 kg

➤ DEPARTING

Jakarta (CGK : Soekarno
Hatta) Indonesia

Time: 14:15, Mar 20, 2019

➤ ARRIVING

Bandar Lampung (TKG :
Branti) Lampung Indonesia

Time: 15:00, Mar 20, 2019

Passenger Name

Novia Ambarwati

Class:

ECONOMY



Hotel in Bandar Lampung


Start from **SGD 30**

SEARCH HOTELS

Contact information:

Name : Ms Kathy Shen

Mobile : 65 91000000

 Save password?

