





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 Chay Nghee
NRIC No./ FIN	S6836853G
Contact No.	97700619
Signature and Date	 29/7/18 

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	Leopold Alcaarez Carbon	0 26206200	Cancellation
2			

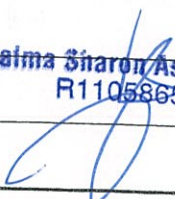
☒ I hereby declare that I am authorising United Channel Employment Agency Pte Ltd (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.
Licence No. 07C4306
865 Mountbatten Road #01-22/23/24/25 Singapore 437844
Tel: 6344 8807 Fax: 6345 0806
Email: unitedes@singnet.com

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	 29 JUL 2018



Travel Itinerary

Booking number:

QPYBMZ


Booking date:

29 Jul 2018



FLIGHT DETAILS

Flight 1: Singapore → Cebu

Z2 7237 Low Fare	Singapore (SIN) Changi Airport (T4) Wed 01 Aug 2018 2120 hrs (9:20PM)		Cebu (CEB) Mactan-Cebu International Airport Thu 02 Aug 2018 0110 hrs (1:10AM)
All times shown are local			
Kindly note that all international flights departing or arriving in Cebu (CEB) will operate from Terminal 2, Mactan Cebu International Airport (CEB) while all domestic flight will operate from Terminal 1.			
Required Documents Guests are responsible for obtaining all entry and exit, health, visas and other travel documents required by law, regulations, order, demands or requirements of the countries flown from, into or over. We reserve the right to refuse carriage to any guest who has not complied to such applicable laws, regulations, orders, demands or requirements.			

GUEST DETAILS

Flight 1: Singapore → Cebu

Ms Leonor Carlon Alcares	• Checked baggage 30kg	
All guests (except infants) are allowed to carry on board 2 pieces of cabin baggage. The total weight of both pieces must not exceed 7kg.		