

RENEWAL OF WORK PERMIT / PASSPORT / VISA Documentation

**Note : Please make sure that all authorization

forms are filled and signed

(company stamp)

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

Date : 17 MAY 2017

** alice @ foodtalks.com.sg*

Package Fee : \$ 337.80

Official Receipt No. : _____

Insurance : Pbm B + 53.50 \$

RIP : YES / NO

Name of Employer : Tan pin Sian

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

Spouse : _____

Contact No. : (H) _____ (HP) 968 55711 (Mr Ong)

Myanmar / Filipino / Indonesia

Name of FDW : Supadmi

Work Permit No : 0 0840836-

Date of Expiry : 5.06.2017

Passport No : AT 331601

Date of Expiry : 30.10.2019

Remarks / Special Instructions :

** Card send to employer*
Address



United Channel

865 Mountbatten Road, #01-22/23/24/25, Katong Shopping Centre, Singapore 437844

Tel: 6344 8807 Fax: 6345 0806 Email: unitedes@singnet.com

License No. 07C4306

www.unitedchannel.com.sg

GST Registration No. 200716859W

TAX INVOICE

Employer Detail

Employer Name: TAN PIN SIAN
Booking No: KT011705172995

NRIC No: S0161381B
Date: 17-05-2017

FDW Detail

FDW's Name: SUPADMI
Nationality: INDONESIAN
Placement Fee: \$0.00

Code No: VDA
P / P No: AT331601

Description

INSURANCE	\$ 265.70
INDEMNITY INSURANCE	\$ 50.00

Taxable Amount	\$315.70
GST Standard Rated 7%	\$22.10
Sub Total	\$337.80

REIMBURSEMENT

Total Amount (rounding of adjustment \$0.00)	\$337.80
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Amount Received	\$337.80
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Receipt No.	Date	Amount	Description	Payment Mode/Ref
KT012017055192	17-05-2017	\$ 337.80	Booking fee for INSURANCE ~ PLAN B (2 YEARS) (\$265.70), INDEMNITY INSURANCE (\$50.00) INDEMNITY INSURANCE (\$22.1000000000000023)	Credit Card-POSB-MASTER CARD

*payment includes 7% GST where its applicable.

Amount Balance	\$0.00
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Signature by Employer

Name: TAN PIN SIAN

NRIC: S0161381B

Signature by Agent

Name: Farahizah Binte Shariff

Reg No: R1100472

Any enquiries/feedback, kindly contact us at feedback@unitedchannel.net

EMPLOYER

REPUBLIC OF SINGAPORE
IDENTITY CARD NO. S0161381B

Name
TAN PIN SIAN



Race
CHINESE

Date of Birth
05-07-1930


Sex
F

Country of Birth
INDONESIA






0500443



NRIC No. S0161381B



Blood Group
A+

Date of issue
03-09-1992

APT BLK 89 REDHILL CLOSE #08-460
SINGAPORE 150089

NRIC No: S0161381B Date: 26-06-2006 No: 5361821



TAN PIN SIAN
89 REDHILL CLOSE
#08-460
SINGAPORE 150089



04 May 2017

Remember to renew your helper's work permit

Dear TAN PIN SIAN

This letter is to remind you that your helper's work permit will expire on 03 Jun 2017.

Renewing your helper's permit is now easier and faster. In fact, **6 in 10** employers have used our new e-service to renew their helpers' permits.

There are a few things you need to do if you want to keep her. We have included another handy checklist over the page in case you mislaid the original. Use it 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. It takes around two weeks to make a transfer, so do look into this now if this is what you plan.

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
SUPADMI

FIN
G2561910U

WP NO
0 0840836-

DATE OF APPLICATION
09 MAY 2015

SB TRANSMISSION NO
U659397

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 03 Jun 2017



TAN PIN SIAN
89 REDHILL CLOSE
#08-460
SINGAPORE 150089



21 May 2017

Your helper's work permit has been renewed

Dear TAN PIN SIAN

This letter confirms that you can keep your helper. Her new work permit will expire on 02 Jun 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
2DA51AEB5A8618

RECEIPT NO
R00000644425

HELPER'S NAME
SUPADMI

FIN
G2561910U



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)
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 - 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.

SUPADMI

Name of foreign domestic worker

FIN of foreign domestic worker

0 0840836 -

TAN PIN SIAN

Name of employer

Signature of employer

NRIC / FIN S 0161381B

Date (DD-MM-YYYY)

17 MAY 2017

KT1UNITEDCHANNEL

From: KT1UNITEDCHANNEL <sc8@unitedchannel.net>
Sent: 19 May, 2017 10:31 PM
To: 'admin3@unitedchannel.net'
Cc: 'mandy@unitedchannel.net'
Subject: KT-RENEWAL- SUPADMI- TAN PIN SIAN
Attachments: RENEWAL- SUPADMI.pdf

Dear Admin 3,

Kindly purchase insurance and process the renewal. Work permit card to be delivered to employer address. Kindly indicate contact no. 96855711 for delivery of work permit via SMS in MOM portal.

Thanks & Regards

Flora Sha Farahizah

Reg: R1100472

UNITED CHANNEL SERVICES PTE LTD(Lic. No. 11C4954/ 07C4306)

Hotline: 6344 8807 Fax: 6345 0806

865 Mounbatten Road

Katong Shopping Centre #01-23/24/25

Singapore 437844

<http://www.unitedchannel.com.sg/>

Not ALL maid agencies are the same!

- ~ LARGEST Database in Town
- ~ MATCHING the maid of your choice
- ~ HOME SERVICE available
- ~ IN-HOUSE training @ #01-22 KSC
- ~ CUSTOMIZED Training & Orientation
- ~ COMPLIMENTARY Training upon arrival
- ~ TRAINED in Elderly & Baby Care
- ~ OWN Training Centre located overseas
- ~ AWARD WINNING Agency



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BRANDS
AWARD






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 PIN SIAN
NRIC No./ FIN	96855711 (Mr Ong)
Contact No.	
Signature and Date	 17 MAY 2017

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	SUPADMI	0 0840836 -	Renewal
2			

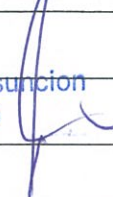
☒ I hereby declare that I am authorising _____ (Name and licence no. of employment agency) to perform the above work pass transaction(s) on my behalf.

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	 17 MAY 2017



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

Employer Location
TAN PIN SIAN
89 REDHILL CLOSE #08-460 S(150089)



Name
SUPADMI
Occupation
DOMESTIC WORKER

Work Permit No. **0 0840836-** Date of Application **09-05-2015**
Date of Issue **05-06-2015**
Date of Expiry **03-06-2017**



L5702892

VISIT PASS
Immigration Regulations

Name
SUPADMI



Date of Birth **26-08-1980** Sex **F** Nationality **INDONESIAN**
FIN **G2561910U** Date of Issue **05-06-2015** Date of Expiry **03-06-2017**

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.**



15

[illegible][illegible]



SUPADMI
C/O TAN PIN SIAN
89 REDHILL CLOSE
#08-460
SINGAPORE 150089



00840836-090515

For Immigration Use (To clear by FIN)



G2561910U

21 May 2017

This letter allows you to stay and work in Singapore

Dear SUPADMI

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 19 Jun 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 28 May 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
SUPADMI

FIN
G2561910U

NEW WORK PERMIT EXPIRY DATE
02 JUN 2019

DATE OF BIRTH
26 AUG 1980

GENDER
FEMALE

NATIONALITY
INDONESIAN

PASSPORT NO
AT331601

PASSPORT EXPIRY DATE
30 OCT 2019

EMPLOYER'S NAME
TAN PIN SIAN

OCCUPATION
FOREIGN DOMESTIC WORKER

* 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 189652
Tel: +65 65356838 / 64638138
Fax: +65 65356828 / 64635021
Web: www.ava-ins.com.sg
Company's Registration No. 201113230C

Domestic Maid Insurance

UNITED CHANNEL EMPLOYMENT AGENCY PTE LTD (KT1)

Certificate No. DZA164818

The Insured : TAN PIN SIAN

The Address : 89 REDHILL CLOSE #08-460 SINGAPORE 150089

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

The Insured Person : SUPADMI

Date of Birth : 26/08/1980

Passport No : AT331601

Nationality : INDONESIAN

The Period of Insurance : 03/06/2017 to 02/08/2019

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\$1,500
2.	Hospital & Surgical Expenses	S\$30,000 (Annual Limit : S\$15,000) (Worldwide)
3(A).	Recuperation Expenses	S\$10 per day (Max 60 Days)
3(B).	Temporary Help Benefit	S\$10 per day, up to 30 days & subject to a max benefit limit of S\$300
4.	Repatriation Expenses	Up to S\$10,000
5.	Wages & Levy Reimbursement	Up to S\$30 per day (Max 60 Days)
6.	Termination/Re-hiring Expenses	S\$250
8.	Special Grant	S\$1,000
9.	Maid & Household Liability	S\$50,000 AOA/Unlimited AOP
11.	Reimbursement of Indemnity paid to Insurer(excess S\$250)	Covered wef 03-Jun-2017

Premium : S\$315.70

GST : S\$22.10

Premium (w/GST) : S\$337.80

Signed this 20/05/2017

Not valid unless countersigned

Authorised Representative
AVA Insurance Agency Pte Ltd

Tokio Marine Insurance Singapore Ltd

A.K. Cher
CEO and Managing Director