



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	Choi In Kyung
NRIC No./ FIN	G0685373R
Contact No.	8518 0950
Signature and Date	 22 April 2017 

S/N	Name of Foreign Domestic Worker(s)	Passport / FIN / WP No.	Authorised Transaction
1	SRI HATI BT KARSAN JASWAL	008831084	RENEW
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	
Registration No.	
Signature and Date	 Soh Geok Sian R1100083

RENEWAL OF WORK PERMIT / PASSPORT / VISA Documentation

**Note. Please make sure that all authorization

forms are filled and signed

(company stamp)



Date : 22.04.19

Package Fee : \$50

Official Receipt No. BT 2019 042403

Insurance : \$171.20 + \$53.50

RIP ☒ YES ☐ NO

Name of Employer : CHOI INKYUNG , choiukh @ naver.com

Contact No. : (H) 8518 0950 (HP) _____

Spouse : _____

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

Myanmar / Filipino / Indonesia

Name of FDW : SRI HATI BT KARSAN TASWAN

Work Permit No. : DD 8831084

Date of Expiry : 21.05.2019

Passport No. : B 3872975

Date of Expiry : 02.05.2021

Remarks / Special Instructions :

1. Paspor ini adalah dokumen milik Negara.
2. Kesuali pejabat yang berwenang, dilarang mencoret atau melakukan perubahan apapun atas tulisan, cetakan dan/atau dalam bentuk apapun yang terdapat dalam paspor ini.
3. Harap memperhatikan ketentuan ketentuan kewarganegaraan Republik Indonesia yang diatur dalam Pasal 23 Undang-Undang Nomor 12 Tahun 2006 tentang Kewarganegaraan Republik Indonesia...
4. Harap meminta keterangan atau visa terlebih dahulu dari Perwakilan Negara Asing yang akan dikunjungi.
5. Dalam hal paspor ini hilang agar segera melapor kepada:
 - a. Kantor Kepolisian Negara Republik Indonesia dan Kantor Imigrasi terdekat, atau
 - b. Kantor Polisi setempat dan Kepala Perwakilan Republik Indonesia terdapat dalam hal terjadi di luar negeri.

P<IDNJASWAN<<SRI<HATI<BT<KAPSAH<<<<<<<<<<<
B3872975<2IDN8012126F21050243210145212004124