



ONG ENG SENG ALAN
79 MEYER ROAD
#15-04 CASA MEYFORT
SINGAPORE 437906



009218610051118

For Immigration Use (To clear by FIN)

G8570540M

13 Nov 2018

Your helper's card will be delivered after we verify the documents

Dear ONG ENG SENG ALAN

Your helper's new work permit card is almost ready. MOM will deliver it within five working days, after we have checked the documents submitted.

There is a letter attached that you need to give to your helper. It acts as a temporary work permit while you wait for your helper's new permit.

The card will only be handed over to the recipients whom you have named, and only if they show a photo ID. We will send them an SMS one working day before we deliver it. Your helper's new work permit has a QR code which will display her work permit details when scanned using the **SGWorkPass App** (refer to the guide attached for more details).

MOM is unable to accept requests to change delivery times. However, if we fail the first time, we will try to deliver the card again a few days later — we will send them another SMS. If we are unable to deliver after two attempts, you will be asked to collect the card from the MOM Services Centre in Bendemeer.

You can check the status of your delivery through Work Permit Online. Go to Enquire > Card Delivery / Collection Status.

PAYMENT REFERENCE
A896FE5F4CDFCD

RECEIPT NO
I00001234340

HELPER'S NAME
SUTRIYAWATI

FIN
G8570540M

WPNO
0 09218610

DATE OF APPLICATION
05 NOV 2018

WORK PERMIT EXPIRY DATE
07 NOV 2020

DATE OF BIRTH
20 OCT 1985

GENDER
FEMALE

NATIONALITY
INDONESIAN

PASSPORT NO.
AU045613

PASSPORT EXPIRY DATE
06 OCT 2022

OCCUPATION
FOREIGN DOMESTIC WORKER

EMPLOYER'S NAME
ONG ENG SENG ALAN



Your helper has previously worked for another employer. If your helper is still holding on to her old work permit card, please get her to mail it to the Work Pass Division, Ministry of Manpower, 18 Havelock Road, Singapore 059764 by 20 Nov 2018.

Yours sincerely

Pansy Chow
For the Controller of Work Passes



You can check the latest work pass details using the SGWorkPass App



Employers and helpers can use the SGWorkPass App to scan the QR code on the work permit card to view the latest pass details. For more information on the App, please visit www.mom.gov.sg/sgworkpass

Benefits of the new work pass card and SGWorkPass App

- Allows you and your helper to check her latest pass details (e.g. pass status and expiry date)
- Available 24/7
- Helpers can continue to use the same card upon the work pass renewal



1 Download SGWorkPass App

Available on Android and iOS for free.



2 Scan QR code on the card

- a) Open the **SGWorkPass** app.
- b) Scan the QR code.



- c) The latest pass information will be displayed.

