

Date :

Controller for Work Permits  
Work Permit Department  
18 Havelock Road  
Singapore 059764

Dear Sir ,

**AUTHORIZATION TO COLLECT THE WORK PERMIT**

Name of Domestic Maid : \_\_\_\_\_

Work Permit No. : \_\_\_\_\_

I hereby authorize \_\_\_\_\_ holder of

NRIC No. \_\_\_\_\_ to collect the work permit of my domestic maid  
on my behalf

Thank you .

\_\_\_\_\_  
**Employer Signature**

**Name :** \_\_\_\_\_

**Passport No. /NRIC No. :** \_\_\_\_\_