



NCS PTE. LTD.  
5 ANG MO KIO STREET 62  
NCS HUB  
SINGAPORE 569141



27 JAN 2025

(VIA EMAIL)

## Your Dependant's Pass application is approved

Dear Sir/Madam

We are pleased to inform you that **TRINIDAD CZARINA MAE ROJAS's** Dependant's Pass has been approved for 21 months. This In-Principle Approval (IPA) is valid until **26 JUL 2025**.

Please confirm the details on the next page and carry out the steps to get the Dependant's Pass issued.

After the foreigner gets here, you need to get her pass issued as soon as possible. This must be done before this IPA expires. Otherwise, we will withdraw the approval and she may need to leave Singapore.

Yours sincerely

SHIRLEY LIM (MS)  
CONTROLLER OF WORK PASSES

### Check the particulars on the next page

If you need to make any changes, visit [www.mom.gov.sg/update-passholder-particulars](http://www.mom.gov.sg/update-passholder-particulars) to submit your request and the relevant supporting documents. We will get back to you within 7 working days and let you know if you need to reapply.

#### GET THIS DP ISSUED AS SOON AS POSSIBLE

You need to get the DP issued before the IPA expires. Do note that if this DP is successfully issued, the validity granted cannot exceed the validity of the main pass which expires on 30 SEP 2026.

#### ⚠ IMPORTANT

- This letter does not grant the foreigner stay in Singapore. You must issue the pass before the foreigner's visit pass expires.



## What you need to do to get the Dependant's Pass issued:

### Before arrival

#### Check the particulars

FOREIGNER'S NAME <b>TRINIDAD CZARINA MAE ROJAS</b>	FIN <b>M4521259Q</b>	DATE OF BIRTH <b>05 AUG 1994</b>
TRAVEL DOCUMENT NUMBER <b>P8389480C</b>	NATIONALITY/CITIZENSHIP <b>FILIPINO</b>	SEX <b>FEMALE</b>
DATE OF APPLICATION <b>23 JAN 2025</b>	MAIN PASS NAME <b>ACLERA JUSTIN AUDIE</b>	MAIN PASS FIN <b>M4473672U</b>

#### Send them the foreigner's copy of the IPA letter.

If they do not have a separate visa, they will need this whole letter as a visa to enter Singapore – A \$30 fee will be charged.

### After arrival

#### Tell us their address in Singapore using *myMOM* Portal

You have not told us where they will live.

#### Login to *myMOM* Portal to ask for their Dependant's Pass to be issued. This will cost \$225.

You need to provide the foreigner's Singapore residential address. If she is going to rent a flat, HDB must approve the tenant registration before you can get the pass issued.



**Have the documents listed below ready when getting the Dependant's Pass issued. The list is also printed on the foreigner's copy. The foreigner's original passport / travel document must be brought along during card registration.**

- This In-Principle Approval letter.
- The foreigner's original passport / travel document.
- The original and completed Declaration Form duly signed by the foreigner, local Employer / Sponsor and if applicable, the Third Party user who submitted the application on behalf of the local employer / sponsor.
- The foreigner's current Short-Term Visit Pass (STVP) or SG Arrival Card.

**⚠ IMPORTANT**

- If you are the new employer / sponsor of existing Work Pass, Dependant's Pass or Long-Term Visit Pass holders, they must cancel their current pass first before you can ask for their new pass to be issued.
- Ask for the Employment Pass or S Pass to be issued first, before you proceed to get their family member's Dependant's or Long-Term Visit Passes issued (if any).

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DATE OF APPLICATION

23 JAN 2025

FIN

M4521259Q

NAME

TRINIDAD CZARINA MAE ROJAS

**To be signed by the various parties and uploaded when you issue the Dependant's Pass**



## Part I. Foreigner Details and Employment

### Personal Particulars

Name	<b>TRINIDAD CZARINA MAE ROJAS</b>	Date of Birth	<b>05 Aug 1994</b>
Travel Document Number	<b>P8389480C</b>	Nationality/Citizenship	<b>Filipino</b>
Travel Document Expiry Date	<b>12 Nov 2034</b>	Sex	<b>Female</b>

### Sponsor Details

Name of Sponsor **NCS PTE. LTD.**



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NAME

TRINIDAD CZARINA MAE ROJAS

## Part I. Declaration by Foreigner

I declare that

1. I have never been refused entry into or deported from any country
2. I have never been convicted in a court of law in any country.
3. I have never been prohibited from entering Singapore.
4. I have never entered Singapore using a passport issued by a different country.
5. I have never entered Singapore using a passport showing another name.
6. I have never been a Singapore Citizen or Singapore Permanent Resident.
7. Declaration Details:  
Nil
8. I have not suffered from or am not suffering from AIDS or Tuberculosis, and am not infected with HIV.
9. The information in this Application for a Dependant's Pass, Declaration Form and any appeals are, to the best of my knowledge, true and correct; and that all documents submitted in support for this Application, Declaration Form and any appeals, are true copies of the originals.
10. I understand that a SingPass will help me to access Government e-services in Singapore and I give my consent to the Ministry of Manpower to share my personal details with the SingPass issuing agency. This allows me to apply for a SingPass account at a later time if I am eligible for a SingPass.
11. I consent for the Government of Singapore and its statutory authorities to display my information on the Ministry of Manpower's work pass systems, and to disclose such information to any relevant person or organisation for the administration of matters relating to work pass and passes for dependants.
12. I consent to the Ministry of Manpower displaying my pass details when my card is scanned using the Ministry of Manpower's work pass mobile application.
13. I consent for the Ministry of Manpower to use my contact details to contact me during emergencies and to send me messages related to my work pass and employment in Singapore. I also consent for the Ministry of Manpower to share my contact details with other Government agencies and statutory authorities for the same purposes.
14. I consent, for the purpose of assessing this Application for a Dependant's Pass and the administration of work pass matters,
  - a. for the Government of Singapore and statutory authorities to obtain from and verify information with any person, organisation or any other source, and
  - b. to the release of all information obtained to the Government of Singapore, statutory authorities and their agents.
15. I am aware that if I have stated or provided any information within this Declaration that I know to be false or do not believe to be true, I may be subject to enforcement action including prosecution, the cancellation of the in-principle approval and the revocation of my Dependant's Pass.

Name of Foreigner

TRINIDAD CZARINA MAE ROJAS

FIN

M4521259Q

Signature of Foreigner

Date (DD-MM-YYYY)



DATE OF APPLICATION

23 JAN 2025

FIN

M4521259Q

NAME

TRINIDAD CZARINA MAE ROJAS

**Part II. Declaration by Work Pass holder in support of Application for Dependant's Pass**

I, for the foreigner named in Part I of this Declaration Form ("the foreigner"), shall

1. bear responsibility for the foreigner's upkeep and maintenance in Singapore
2. provide all reasonable assistance to the foreigner to comply with any quarantine and medical surveillance imposed on the foreigner under Regulation 8(2A) and 8(4) of the Immigration Regulations c. 133;

I declare that the information in this Application for a Dependant's Pass, Declaration Form and any appeals are, to the best of my knowledge, true and correct; and that all documents submitted in support for this Application, Declaration Form and any appeals, are true copies of the originals

Name of Work Pass holder  
**ACLERA JUSTIN AUDIE**

FIN  
**M4473672U**

Signature of Work Pass holder

Date (DD-MM-YYYY)



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23 JAN 2025

FIN

M4521259Q

NAME

TRINIDAD CZARINA MAE ROJAS

### Part III. Declaration by the Local Sponsor (Employer of Foreigner)

I declare that

1. I am authorised to bind NCS PTE. LTD., the sponsor for TRINIDAD CZARINA MAE ROJAS to the following:
  - a) The sponsor, for the foreigner named in Part I of this Declaration Form ("the foreigner"), shall indemnify the Singapore Government for any charges or expenses which may be incurred by the Government in respect of the repatriation of the foreigner or any of his dependants.
  - b) The sponsor has ensured that the foreigner fully understands the contents of Part I of the Declaration Form and that it was signed by the foreigner.
2. I consent, for the purpose of this Application and the administration of work pass matters,
  - a) for the Singapore Government and its statutory authorities to obtain from and verify information with any person, organisation or any other source, and further,
  - b) to the release of all such information obtained to the Government of Singapore, statutory authorities and their agents.
3. I consent to the Ministry of Manpower displaying pass details when the foreigner's card is scanned using the Ministry of Manpower's work pass mobile application.
4. I declare that all the information in this Application for a Dependant's Pass is, to the best of my knowledge, true and correct; and that all documents submitted in support of this Application are true copies of the originals.

#### Details of authorised company representative

Name:

NRIC/FIN (e.g. SXXXX123A/GXXXX123A)

Designation:

	X	X	X	X				
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Signature

Date (DD-MM-YYYY)