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## Get a short Work Permit extension

You can request for a short Work Permit extension if you need more time before renewal or cancellation.

You can request for a short extension of your worker's Work Permit for up to 1 month if you:

- Need more time before you can renew the Work Permit, e.g. the worker is waiting for a new passport.
- Plan to cancel the Work Permit but need the worker to work for a short period beyond the expiry date.

Submit your request **within 2 weeks before the Work Permit expires**:

1. Log in to  [WP Online](#).
2. Select **Special Pass/Short Work Permit Extension** on the left menu.

If you don't intend to keep employing your worker, please remember to **cancel the Work Permit** before the extended **expiry date**. Otherwise, your security bond may be forfeited.

### Note

If your worker is not eligible for renewal, you are not allowed to request for the extension.

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Last Updated: 13 January 2022