

NOTES

Application For A Re-Entry Permit (REP)

Who May Apply

1. A Singapore Permanent Resident (SPR) who wishes to leave Singapore must obtain a Re-Entry Permit (REP) to enable him/her to return to Singapore as a SPR. A SPR who remains outside Singapore without a valid REP will lose his/her PR status.

Application Form (Form 6)

2. A copy of Form 6 is to be completed for each passport that requires a REP.

Fee

3. All REPs are issued up to a maximum of 5 years. The fee for a 5-year REP is \$50/-. Payment may be made by NETS or Cash Cards.

Documents Required

4. A valid travel document.
5. Singapore blue identity card / Identity card for National Service personnel.
6. Proof of employment in Singapore (this is applicable to applicants who had obtained their SPR status under the Professionals/Technical Personnel & Skilled Workers Scheme):
 - (a) For applicants who are employees, you may submit any of the following documents:
 - (i) A letter (issued not more than one month ago) from the employer addressed to the Controller of Immigration, stating the date of employment, position held & monthly salary; or
 - (ii) A statement from the CPF Board showing the CPF Contribution History for the last 12 months; or
 - (iii) Income Tax Notices of Assessment for the last 1 year.
 - (b) For applicants who are self-employed, you may submit any of the following documents:
 - (i) Income Tax Notices of Assessment for the last 1 year; or
 - (ii) A valid Business Registration Certificate (showing the names of all the Directors and partners) from the Instant Information Service, Accounting & Corporate Regulatory Authority (ACRA). You may wish to visit ACRA's website at <http://www.acra.gov.sg> or call them at 62486028 for further information.
7. An applicant who obtained SPR status under the sponsorship of his/her SC or SPR spouse is required to produce their original marriage certificate and the Singapore identity card of the SC/SPR spouse.
8. A dependant SPR who is below 21 years old is required to produce his/her travel document and the parents' Singapore identity cards. An applicant who is 21 years old and above is required to produce his/her highest qualification certificate and proof of employment in Singapore, if any.
9. Where necessary, an applicant may be required to furnish additional documents and information for the consideration of the issue of a REP. **Official translations are required if documents are not in English.** Acceptable translated documents include:-
 - (i) Translated copy provided by the Embassy;
 - (ii) Copy translated by a Notary Public; or
 - (iii) A privately translated copy attested by the Embassy.

The originals and a photocopy of each of the following items are required. **Original documents will be returned immediately after sighting.**

Submission of Application

10. The completed form and supporting documents are to be submitted by the applicant in-person to:

Permanent Resident Services Centre
Immigration & Checkpoints Authority (ICA)
ICA Building, 5th storey
10 Kallang Road,
Singapore 208718

11. Applicants are advised to renew their REPs not earlier than 3 months before the expiry of their current REPs.

Overseas Application

12. An applicant who is overseas at the time of application may submit the application through:
- (a) a Singapore Overseas Mission;
 - (b) a representative of the Singapore government performing consular functions on Singapore's behalf in that country;
 - (c) a local representative in Singapore.
13. Overseas applications should be submitted at least 2 months before the expiry of the REP. This is to allow sufficient time for processing. An overseas Applicant whose spouse is a SC or SPR should furnish his/her spouse's Singapore identity card number and a copy of their marriage certificate to expedite processing. Successful applicants may complete the REP formalities whilst at overseas. However, there may be instance where a SPR is required to return to Singapore to complete the formalities at the Permanent Resident Services Centre, ICA Building.

Reinstatement of SPR status

14. A SPR will lose his/her PR status if he/she travels out of Singapore or remains outside Singapore without a valid REP. On his/her return to Singapore, he/she may report to the Permanent Resident Services Centre, ICA, to apply for reinstatement of the SPR status. If the reinstatement is approved, an administrative fee of S\$50 will be levied.

National Service Liability

15. Under the Enlistment Act, all male Singapore Citizens and Permanent Residents (PRs) are liable to register for National Service (NS) upon reaching 16½ years old. They are required to serve 2 years of full-time NS at 18 years old, followed by 40 days of Operationally Ready National Service per year till the age of 50 years (for officers) or 40 years (for other ranks).
16. Main applicants who are granted PR status under the first generation Professionals, Technical Personnel and Skilled Workers Scheme or the Investor Scheme are exempted from NS. Male children who are granted PR status under their parents' sponsorship are liable for NS under the Enlistment Act. All NS-liable males aged 13 years old and above, are required to obtain an Exit Permit (EP) when travelling overseas for 3 months or more.
17. NS-liable PRs are expected to serve NS. Renouncing or losing one's PR status without serving or completing full-time NS would have an adverse impact on any immediate or future applications to work or study in Singapore, or for Singapore Citizenship or PR status. Renouncing or losing one's PR status without serving or completing full-time NS may also adversely affect any immediate or future applications for renewal of Re-entry Permits made by one's family members or sponsors.
18. Male ex-Singapore Citizens and ex-Singapore Permanent Residents who are granted Singapore PR status are liable to be called up for NS regardless of the type of PR status they are granted. For further enquiries, please write to:-

Central Manpower Base
CMPB Podium
3, Depot Road
Singapore 109680
Contact number(s) : 1800-3676767 (local)
65-65676767 (overseas)
Email : contact@ns.sg

Important Notes

19. ICA may share your personal information with other Government agencies to process with applications you have made or to render you a service, so as to serve you in an efficient and effective way, unless such sharing is prohibited by legislation.

PLEASE PAY BY NETS/CASH CARDS