



Updated on 25 Apr 2018

## Use this form to amend your pass holder's personal details

### Completing this form

- For passport number and expiry date, you can update the details instantly using EP Online ([www.mom.gov.sg/eservices/services/ep-online](http://www.mom.gov.sg/eservices/services/ep-online)). Click 'Change Particulars'.
- To amend other personal particulars, submit the completed form and supporting documents using iSubmit ([www.mom.gov.sg/iSubmit](http://www.mom.gov.sg/iSubmit)). Select Request Type 2: Amendment of Personal Particulars for Pass Holders (Excluding Work Permit).
- We aim to respond to you within 7 working days upon receipt of your documents. Incomplete forms or requests without supporting documents **will not** be processed.

Details you wish to amend	Supporting documents you need to submit
Passport Number and/or Passport Expiry Date	<ul style="list-style-type: none"> <li>➤ Documents uploaded must be clear</li> <li>➤ Documents not in English must be accompanied with an official English translation</li> </ul>
Nationality	<ul style="list-style-type: none"> <li>• Pass holder's passport</li> <li>• Documentary proof, if there are other changes to the information on the passport biodata page (e.g. slight changes in name)</li> </ul>
Name	<ul style="list-style-type: none"> <li>• Pass holder's passport</li> <li>• Deed poll of change in name <b>or</b></li> <li>• Marriage certification that shows change in name after marriage</li> </ul>
Date of Birth/ Country of Birth/ Country of Origin	<ul style="list-style-type: none"> <li>• Pass holder's passport</li> <li>• Birth certificate showing date of birth, country of birth and country of origin</li> </ul>
Marital Status	<ul style="list-style-type: none"> <li>• Pass holder's passport</li> <li>• Documentary proof of change in marital status (e.g. marriage certificate, divorce papers)</li> </ul>
Old Malaysian Identity Number/ New Malaysian Identity Number/ Malaysian Identity Type	<ul style="list-style-type: none"> <li>• Pass holder's passport</li> <li>• Front and back copy of new Malaysian Identity Card</li> </ul>

## About your pass holder

Name	
Foreign Identification No. (FIN)	
Application No. (if available)	

## Particulars you wish to amend

	Existing details	New details
Passport Number		
Passport Expiry Date (dd/mm/yyyy)		
Name (as on travel document)		
Nationality		
Gender		
Marital Status		
Date of Birth (dd/mm/yyyy)		
Country of Birth		
Country of Origin		
Race		
Religion		
Old Malaysian ID No.		
New Malaysian ID No.		
Malaysian ID type		

## Your declaration

I hereby declare that the information provided in this form is true and correct.

Name	Your organisation name
Designation	Your signature
Contact number	

Date    (dd/mm/yyyy)