



Work Pass Division

18 Havelock Road
Singapore 059764
www.mom.gov.sg



EntrePass Application Form (Form 8)

This form may require you to take 30 minutes to fill in.

You will need the following information to fill it:

- The applicant's Foreign Identification Number (if applicable)
- The applicant's old/new Malaysian Identity Number (if applicable)
- The applicant's Malaysian International Passport Number (applicable to Malaysian only)
- The correspondence address in Singapore
- The applicant's educational qualification and work experience details
- The applicant's spouse personal particulars (if accompanying spouse is a Singapore citizen / Permanent Resident / Employment Pass / S Pass or Work Permit holder)
- The employing company's Unique Entity Number (UEN)
- The employing company's Registration Number (ACRA) for past business ventures
- The business plan details

Note:

- You must submit:
 - One original application form
 - One copy of each relevant supporting document stated in Annex A.

Make sure the application is completed and signed. Scanned or photocopies will not be processed.

- Submit the application and supporting documents over the counters at any SingPost branch. The submission must be accompanied by a copy of photo identification (ID) of the person submitting the application. The original photo ID must also be produced for verification.
- Pay the administrative fee of \$105 for each EntrePass application submitted. Payment can be made by Cash, Cashcard or NETs.
- Applicants should note that approval for Dependant's Pass / Long Term Visit Pass does not constitute granting of a school place in a Singapore government school. Eligibility for school admission is determined by the Ministry of Education (MOE). Please refer to MOE's website on [International Student Admissions](#) for more information.
- MOM regularly updates its forms. The copy that you have downloaded more than 30 days ago may be outdated, and cannot be used. Ensure that you use the latest version by downloading the latest copy from MOM website at www.mom.gov.sg.



FORM 8
APPLICATION FOR AN ENTREPASS

INSTRUCTIONS:

1. For *, please tick (✓) where appropriate.
2. Indicate "Not applicable" or "N.A." where necessary. Do not leave any blanks.
3. Please note that it takes around 8 weeks to process the application.
 - You may check your application status online around 3 weeks after submission. Go to www.mom.gov.sg > eServices > Application Status Check via Employment Pass Online (Non-login).
 - We will send the outcome and requests for additional documents (if any), to the email address indicated in Part 2A.



PART 1 – ELIGIBILITY CRITERIA CHECKLIST

Please tick and complete the all parts under **Basic Eligibility Criteria** and **Innovative Criteria** that you have met.

Basic Eligibility Criteria

Please indicate if you have met the basic eligibility criteria as below.

- Registered (or intend to register) a private limited company with the Accounting and Corporate Regulatory Authority that is less than 6 months old on the date of this application.
- Holding or intend to hold 30% shareholding of the company you have registered within the first year of issue of the EntrePass.

Innovative Criteria

Please indicate if you have met **any** of the following eligibility criteria for application as an **entrepreneur**, **innovator** or **investor**. Please provide the details below and submit relevant supporting documents.

Entrepreneur

- Has funding/investment from a recognised third-party venture capitalist (VC) or business angel that is recognised by a Singapore Government agency

Name of investor(s): _____

Investment amount: **(S\$)** _____

Date of investment: _____

- Is an incubatee at a Singapore Government-recognised incubator

Name of incubator: _____

Is this an SGInnovate-linked incubation or acceleration programme? Yes / No _____

Duration of incubation: _____ (Please specify period)

Name of incubator manager: _____

Incubator manager's contact details: _____

- Has business network and entrepreneurial track record

Are you a participant in IMDA programmes? Yes / No _____

Programme name and duration (if relevant): _____

Have you founded and sold a tech company? Yes / No
Details: _____

Have you raised significant funding from investors for a current or past venture? Yes / No
Details: _____

Have you been incubated by an internationally renowned incubator or accelerator? Yes / No

Details:

Do you have strong industry networks and business contacts that are related to your proposed business? Yes / No

Details:

Have you received recognition by a national body, recognised media publication or credible industry organisation for your professional, business or entrepreneurial achievements and track record? Yes / No

Details:

Innovator

Holds an Intellectual Property (IP) that is registered with an approved national IP institution

Country where IP is filed: _____

Name of institution where IP is registered: _____

Name of inventor(s): _____

Title of IP: _____

Filing Status:

Filed, pending approval

Approved

Application Number: _____

Publication Number: _____

Application Date: _____

Publication Date: _____

Has ongoing research collaboration with a research institution recognised by Agency for Science, Technology and Research (A*STAR) or Institutes of Higher Learning in Singapore

Name of research institute: _____

Duration of research collaboration: _____

(Please specify period)

Name of collaboration partner: _____

Collaboration partner's contact details: _____

Details of research collaboration: _____

Has extraordinary achievements in key areas of expertise

Technical / Domain expertise: _____

Is your area of expertise related to your proposed business? Yes / No

Details:

Do you have outstanding achievements or international recognition in your area of technical / domain expertise? Yes / No

Details:

Investor

Has investment track record

Are you willing to invest a substantial amount of money in a local company? Yes / No
 Details:

Do you have a track record in investing in and driving the growth of highly-scalable businesses? Yes / No
 Details:

Do you have substantial experience as a senior management professional or executive in a large corporation? Yes / No
 Details:

Explain how your experience would be able to help drive growth in the registered company
 Details:

PART 2 – BASIC PARTICULARS OF APPLICANT

Foreign Identification Number (FIN): *(leave blank if not applicable)*

2A: Personal Particulars

Name: (as in travel document, excluding salutations, e.g. Mr, Miss, Professor, Doctor)

Alias:

Sex:* Female Male

Marital Status:* Divorced Married Separated Single Widowed

Date of Birth - dd/mm/yyyy: Nationality:

For Malaysian only:

Malaysian Old Identity Card Number: <input style="width: 90%; height: 20px;" type="text"/>	Malaysian Old Identity Card Colour:* <input type="checkbox"/> Blue <input type="checkbox"/> Pink
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Malaysian New Identity Card Number: <input style="width: 90%; height: 20px;" type="text"/>	Malaysian New Identity Card Colour:* <input type="checkbox"/> Blue <input type="checkbox"/> Pink
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For Bangladeshi and Chinese only:

Foreign Identity Card Number:

Country/Region of Birth:		State/Province of Birth:	
Country/Region of Origin: (country where the person obtained his first citizenship by birth or parentage)		State of Origin:	
Race:*		Religion:*	
<input type="checkbox"/> Caucasian	<input type="checkbox"/> Chinese	<input type="checkbox"/> Indian	<input type="checkbox"/> Buddhist
<input type="checkbox"/> Malay	<input type="checkbox"/> Others	<input type="checkbox"/> Muslim	<input type="checkbox"/> Christian
		<input type="checkbox"/> Free Thinker	<input type="checkbox"/> Hindu
		<input type="checkbox"/> Sikh	<input type="checkbox"/> Taoist
Email Address (for communication about this application):			Singapore phone number:

2B: Travel Document Information

Travel Document Type:*		<input type="checkbox"/> Hong Kong Special Admin Region	<input type="checkbox"/> International Cert of Identity
		<input type="checkbox"/> International Passport	<input type="checkbox"/> Macau SAR Travel Permit
Travel Document Number:	Date of Issue - dd/mm/yyyy:	Date of Expiry - dd/mm/yyyy:	

PART 3 – APPLICANT’S EDUCATION / MEMBERSHIP DETAILS

Please fill in up to two qualifications that were awarded to the applicant.

3A: Education Details**(1) Awarding Body/Institution/University that awarded the qualification**

Country:		State/Province:	
Name of Awarding Body/Institution/University:			
Main Campus or Affiliating College Attended: (applicable only for India qualification)			
Qualifications: (e.g. for Honours Degree, state class/division; Diploma)			
Specialisation: (e.g. Civil engineering)		Faculty: (e.g. Engineering)	
Period of Study - dd/mm/yyyy			
From:		To:	
Mode of Study:*			
<input type="checkbox"/> Distance Learning		<input type="checkbox"/> Full-Time	
		<input type="checkbox"/> Part-Time	
Has the applicant submitted supporting documents for this qualification before?*			
		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	

(2) Awarding Body/Institution/University that awarded the qualification

Country:		State/Province:	
Name of Awarding Body/Institution/University:			
Main Campus or Affiliating College Attended: (applicable only for India qualification)			
Qualifications: (e.g. for Honours Degree, state class/division; Diploma)			
Specialisation: (e.g. Civil engineering)		Faculty: (e.g. Engineering)	
Period of Study - dd/mm/yyyy			
From:		To:	
Mode of Study:*			
<input type="checkbox"/> Distance Learning		<input type="checkbox"/> Full-Time	
		<input type="checkbox"/> Part-Time	
Has the applicant submitted supporting documents for this qualification before?*			
		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	

3B: Societies/Organisations Membership

Past five years to date.

(1) Society/Organisation Membership

Name of Society/Organisation:

Position Held:* Chairman Member President Secretary
 Treasurer Vice Chairman Vice President

Period - dd/mm/yyyy

From:

To:

(2) Society/Organisation Membership

Name of Society/Organisation:

Position Held:* Chairman Member President Secretary
 Treasurer Vice Chairman Vice President

Period - dd/mm/yyyy

From:

To:

PART 4 – PARTICULARS OF APPLICANT'S SPOUSE

Please complete Part 4 if spouse is a Singapore Citizen, Singapore Permanent Resident, Employment Pass holder, S Pass holder or Work Permit holder.

Spouse accompanying applicant is:*

a Singapore Citizen a Singapore Permanent Resident an Employment / S Pass holder or Work Permit holder

Name of spouse:

<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div>

Spouse's FIN / NRIC Number:

Spouse Identification Type:*

 FIN NRIC

Spouse's Date of Birth - dd/mm/yyyy:

PART 5 – APPLICANT’S YEARS OF WORKING EXPERIENCE

Please indicate in chronological order

Prior Working Experience

Total Period of Working Experience

Years: _____ Months: _____

Total Relevant Working Experience (Relevant to the occupation in Part 6)

Years: _____ Months: _____

Start with the most recent working experience

Period (dd/mm/yyyy)		Name of Company	Location of Company (State and Country)	Position Held	Nature of Duties
From	To				

Prior Business Ventures#

Please indicate in chronological order.

Only list business ventures in which you were a founder, partner or shareholder.

Name of Company:					
Nature of Business:					
Place of incorporation:			Unique Entity Number (UEN)/ACRA Number: (if available)		
Position Held:			Period - dd/mm/yyyy From: _____ To: _____		
Annual Turnover in the past 3 years					
Year:	S\$:	Year:	S\$:	Year:	S\$:

Name of Company:					
Nature of Business:					
Place of incorporation:			Unique Entity Number (UEN)/ACRA Number: (if available)		
Position Held:			Period - dd/mm/yyyy From: _____ To: _____		
Annual Turnover in the past 3 years					
Year:	S\$:	Year:	S\$:	Year:	S\$:

Name of Company:			
Nature of Business:			
Place of incorporation:		Unique Entity Number (UEN)/ACRA Number: (if available)	
Position Held:		Period - dd/mm/yyyy From: _____ To: _____	
Annual Turnover in the past 3 years			
Year:	S\$:	Year:	S\$:
Year:	S\$:	Year:	S\$:

Please attach a write up on any business-related achievements, if any (e.g. awards, intellectual property developed, etc)

PART 6 – BUSINESS PLAN

Important

Please submit a business plan (not more than 10 pages) along with your EntrePass application. Make sure you follow the business plan guide on *page 12*.

6A: Registered Company General Information

Complete Part 6A only if you have registered a company with ACRA.

Accounting and Corporate Regulatory Authority (ACRA) Registration Number:			
Unique Entity Number (UEN):			
Name of Employing Company/Society/Organisation:			
Tel Number:		Fax Number:	
Correspondence Address of Company/Organisation:			
Block/House Number:	Floor Number:	Unit Number:	Building Name:
Street Name:			Postal Code:

Nature of Business:			
Operating Address of Company/Organisation where business activities are conducted:			
Block/House Number:	Floor Number:	Unit Number:	Building Name:
Street Name:			Postal Code:

Occupation:
<p>Before you fill in the "Occupation" field, refer to the List of Standard Occupation at http://www.mom.gov.sg (Home > Work passes and permits > Employment Pass > List of standard occupations for Employment Pass). If the occupation you indicate cannot be found in the list, a close match will be assigned by Work Pass Division. For any subsequent amendments to this assigned occupation, you will have to withdraw the existing application and submit a new application. The prevailing administration fee will be charged upon submission.</p>
Job Description: (Details to be given)

Please note that the fixed monthly salary includes only basic monthly salary and fixed monthly allowances. It is important that you read and understand the definition of fixed monthly salary, which can be found at www.mom.gov.sg.

Fixed Monthly Salary = Basic Monthly Salary + Fixed Monthly Allowances
 E.g. S\$5,000 = \$4,500 + \$500

As specified in Employment Contract:

Fixed Monthly Salary: S\$ _____ .00

Basic Monthly Salary: S\$ _____ .00

① MOM will use the fixed monthly salary to assess the application. If the amount indicated as fixed monthly salary is more than the basic monthly salary, MOM will take the difference as the 'fixed monthly allowances'. If there are no fixed monthly allowances, the amount of fixed monthly salary should be exactly the same as the basic monthly salary.

Projected Manpower over the next 3 years

Year 1	Year 2	Year 3
No. of Employees:	No. of Employees:	No. of Employees:

Projected Turnover over the next 3 years

Year 1	Year 2	Year 3
S\$:	S\$:	S\$:

Amount of capital required to start up and commence operations (S\$):

Proposed percentage of shareholding (%): _____ Proposed paid-up capital (S\$): _____

Sources of funding (e.g. self funded, through venture capital funds, etc.), please specify:

6B: Proposed Business Sector

Complete Part 6B only if you have not registered a company with ACRA.

Please tick (✓) only 1 box

<input type="checkbox"/> Café/Restaurant	<input type="checkbox"/> Community & Personal Services	<input type="checkbox"/> Education/Training
<input type="checkbox"/> Financial Services	<input type="checkbox"/> Information Technology	<input type="checkbox"/> Manufacturing
<input type="checkbox"/> Retail	<input type="checkbox"/> Trading	<input type="checkbox"/> Others. Please specify:

PART 7 – ANTECEDANTS

Please tick (✓) accordingly.

Have you ever:

- | | | |
|---|------------------------------|-----------------------------|
| (a) Been refused entry into or deported from any country? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Been convicted in a court of law in any country? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (c) Been prohibited from entering Singapore? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (d) Entered Singapore using a passport issued by a different country? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (e) Entered Singapore using a passport showing another name? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (f) Been a Singapore Citizen or Singapore Permanent Resident? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (g) Studied or worked in Singapore? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (h) Stayed long term in Singapore (not as a tourist)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If any of the above answers from (a) to (h) is 'Yes', please provide details:

PART 8 – SPONSORSHIP**Declaration by Applicant**

I certify that this application is made for the purpose as stated by me. The statements made by me in this application are to the best of my knowledge true. I undertake to be responsible for my own stay, maintenance and repatriation. I shall indemnify the Government of Singapore for any charges or expenses which may be incurred by the Government in respect of the repatriation of myself and my dependants. I also undertake to be responsible for the compliance by me of any quarantine and medical surveillance imposed on me under Regulation 8 (2A) of the Immigration Regulations.

Name of Applicant	Signature & Date

PART 9 – DECLARATION & CONSENT BY APPLICANT
 [To be signed by applicant]

GENERAL

1. I declare that I have not suffered and am not suffering from Acquired Immune Deficiency Syndrome (AIDS) or infected with Human Immunodeficiency Virus (HIV) or Tuberculosis. I acknowledge that during the period of validity of my EntrePass, if I am found to be suffering from AIDS or infected with HIV or Tuberculosis, the EntrePass issued to me will be cancelled and I will have to leave Singapore by the date specified by the Controller of Immigration.
2. I understand that the following are conditions of the EntrePass:
 - a. If I have incorporated a business, I am only to work in the occupation and for the business specified on my EntrePass card. Should there be a change in my duties or designation, I am required to inform the Work Pass Division of the Ministry of Manpower in writing. If I decide to work for an employer other than my incorporated business, I must apply for a new work pass;
 - b. If I have not yet incorporated a business, I am not to engage in any work not related to starting my business in Singapore;
 - c. I shall operate my business only at the operating address stipulated in this document;
 - d. If I am unable to provide the operating address in this document, I shall update the Controller of Work Passes (“Controller”) in writing on the operating address within 3 months after I have incorporated my business;
 - e. I shall inform the Controller of any changes in writing in the operating address within 7 days of such change;
 - f. I shall cancel my EntrePass within 7 days of cessation of my business;
 - g. I shall, for so long as my EntrePass is valid, inform the Controller of Work Passes of my residential address, in such form or manner as the Controller may determine, within 14 days after the commencement of my employment in Singapore after each change of my residential address, as the case may be;
 - h. If I fail to complete the incorporation of my business within 1 year from the issuance of my EntrePass and if I submit an application to renew my EntrePass, the Controller may refuse to renew my EntrePass.
3. I shall report in person to the Controller as and when I am required by the Controller to do so.
4. I acknowledge and accept all the above conditions. Further and in addition, I hereby declare that –
 - a. I confirm that the information as set out in this application for EntrePass is to the best of my knowledge, true and correct. All documents submitted in support of this application for EntrePass are true copies of the originals.
 - b. I understand that I may be prosecuted if I have provided any information which is false in any material particular or is misleading by reason of the omission of any material particular.
 - c. I have not, directly or indirectly, engaged or used the services of an unlicensed employment agency.
 - d. I give my consent to the Government of Singapore to obtain from and verify information with any person, organisation or any other source for assessing my application.
 - e. I hereby give my consent for the Comptroller of Income Tax to verify my income stated in my current and renewal applications, based on my assessment record for the current Year of Assessment, for the Controller of Work Passes. In the event my assessment record for the current Year of Assessment is not available or finalized at the point of verification, I understand the Comptroller of Income Tax will verify my income against my assessment record for the two previous Years of Assessment. I also hereby give my consent for the Comptroller of Income Tax to thereafter communicate the results of the verification to the Controller of Work Passes.
 - f. 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.
 - g. I understand that if I breach any of the above conditions, I may be prosecuted and the Controller may revoke my EntrePass. Such breaches will be taken into account and they may affect my future work pass applications.

I declare that I have read and understood the above.

Name of Applicant	Signature & Date
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Passport Number	Identity Card Number
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WORK PASS DIVISION

ANNEX A

DID YOU REMEMBER?

 1 CLEAR COPY of the following supporting documents*:

- Travel Document Page showing the personal particulars and travel document number. Please include pages reflecting amendments to details (e.g. name, expiry date), if any.
- Past employment testimonials in English (if available).
- (For businesses registered with ACRA) Company's latest business profile or instant information from Bizfile.
- Documentation to support the innovative criterion/criteria that has been met
- Business plan (not more than 10 pages). The business plan may include more information to support the fulfilment of the innovative criterion/criteria that has been met. It should include:

Profile of applicant

- Professional experience (such as employment history, role in growing businesses, track record in growing startups)
- Awards / recognitions (such as prestigious awards by a national body, credible organisation or recognised media)
- Special skills / resources (such as IP, technology, networks, financial)
- Academic qualifications
- Role in societies / organisations

Business idea

- Product and service offered
- Market analysis
- Supporting documents—for example, licensing agreements, product certifications and endorsements

Implementation plan

- Market plan
- Operation plan
- Financial projections
- Profile of management team

- All relevant documents that support the fulfilment of the eligibility criteria in your application

Please do not submit original documents unless otherwise stated.

Note that for non-English documents, you must submit a copy of the original document and an English translation. The translation can be done by a translation service provider.

Besides the supporting documents listed here, we may ask for other documents when we review your application.

Note:
Any person who falsely declares salary, academic qualifications, or submits forged documents in the work pass application shall be guilty of an offence under the Employment of Foreign Manpower Act (Cap.91A).