

Application for Employee's Salary Deduction

User Guide

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0.1 Log in with Corppass

mom.gov.sg/eservices/services/apply-for-salary-deduction

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Ministry of Manpower About us Work passes Employment practices Workplace safety and health More myMOM Portal

eServices

Apply for employee's salary deduction

Allows employers to apply for salary deductions from an employee's salary for supplying amenities and services.

Apply with Singpass

Service is online
Availability
24 hours

MOM officers will **never** ask you to transfer money or disclose bank log-in details over a phone call or email. Find out more on how to [transact safely and securely](#). Call the 24/7 ScamShield Helpline on 1799 if you are unsure if something is a scam.

At a glance

Who can apply Employers or company representatives.

1 Go to the **Apply for employee's salary deduction** e-Service at <https://www.mom.gov.sg/eservices/services/apply-for-salary-deduction>

2 Click on **Apply with Corppass**

What are the criteria for allowable salary deduction?
What do I need before I apply?

Share this page

login.stg-id.singpass.gov.sg/main

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singpass

Logging in as corppass user

To
MOM EMPLOYMENT E-SERVICES

Choose a login method

QR code

Use password

3 Scan the QR code with the Singpass mobile app, or enter your Corppass ID and password.

Contact us FAQs Terms of use Privacy statement Report vulnerability

Last updated 3 March 2026

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corppass

Select entity

Search Entity name or UEN/Entity ID

Active (2) Non-active (0)

ABCDE PTE. LTD. (123456789A)

XYZ PTE. LTD. (987654321Z)

4 If you have access to multiple entities, select the UEN / Entity ID you want to transact on behalf of

Page 1 of 1

1.1 Start New Application

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Profile

Home

Salary Deduction

MOM officers will never ask you to transfer money or disclose bank log-in details over a phone call or email. Find out more on how to [transact safely and securely](#). Call the 24/7 ScamShield Helpline on 1799 if you are unsure if something is a scam.

Resume your saved draft(s) or start a new form

Note: Drafts will be auto-deleted after 14 calendar days from date of creation.

My Application(s)

+ New Application

What are you looking for?

Submitted Date From/To

DD/MM/YYYY

DD/MM/YYYY

Search

Clear

Draft (1)

Pending Action

Completed

S/N	Application No	Created Date	Last Saved Date	Draft Expiry Date	Status	Actions
1	LRWD/SD/202605/00093	29/05/2026	29/05/2026	12/06/2026	Draft	Edit Delete

1 to 1 of 1

< Prev

1

Next >

5

Click on **New Application**

1.2 Enter Company Details

A Singapore Government Agency Website [How to identify](#)

 [Profile](#)

[Salary Deduction](#) > [Salary Deduction Application](#)

1 Company Details

2 Application Details

3 Supporting Documents

4 Review

5 Confirm

Company Details

6a

Input Company Details

Company Name

Company ABC

UEN

123456789A

Nature of Business

Exhibition and Event Management

Write Up of Business Activities

Organize and execute events.

(1972 characters left)

Is My Company Unionised

☒ Yes ☐ No

Name of Union

ABCDE Union

Correspondence Details

6b

Input Correspondence Details

Correspondence Name

John Doe

Designation

Director

Office No

+65 61234567

Mobile No

+65 90099009

Email Address

John.Doe@abc.com

Postal Code

123456

Get Address

Street Name

ABCDE Street

Building Name

-

Block or House No

51

Floor No

05

Unit No

01

7

Enter Postal Code and click on Get Address to retrieve address details automatically

- To proceed to the next step, click on **Continue**
- To return to previous page, click on **Back**
- To save inputs without proceeding, click on **Save Draft**

Back

Continue

Save draft

1.3 Enter Application Details

A Singapore Government Agency Website [How to identify](#)

Ministry of Manpower

Profile

Salary Deduction > Salary Deduction Application

Company Details

Application Details

Supporting Documents

Review

Confirm

8

Input Application Details

Application Details

Description on the Type of Amenities and Services

Event management services.

(1974 characters left)

Total Cost of Providing Amenities and Services

123XX

Cost of Providing Amenities and Services per Employee

123XX

Proposed Deduction Amount per Employee

123XX

Benefit for Employee

Some benefits such as xxx, xxxx, xxxxxx.

(1960 characters left)

Voluntary Participation

☒ Yes ☐ No

Frequency of Deduction

XX times a month

(1973 characters left)

Date of Commencement of Deduction

25 May 2026

9

Click on Add Eligible Employee

Details of Eligible Employees

+ Add Eligible Employee

← Back

Continue →

Save draft

1.4 Add Eligible Employees

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Salary Deduction > Salary Deduction

Company Details

Application Details

Description on the application

Event management

(1974 characters left)

Total Cost of Provision

3000

Cost of Providing

Add New Eligible Employee Entries Submitted: 0

No of Employees

10

Occupation

Event Coordinator

Employee Type

Contract

Detailed Job Scope

Support event preparation, logistics, schedules.

[Save and Close](#) [Save and Add New Eligible Employee](#)

- 10** Add separate entries for Eligible Employee.
Input for each entry:
- No. of Employees
 - Occupation
 - Employee Type
 - Detailed Job Scope

- 11**
- Click on **Save and Add New Eligible Employee** to add additional eligible employee entries
 - Click on **Save and Close** when all entries are added

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Date of Commencement of Deduction

25 May 2026

Details of Eligible Employees

[+ Add Eligible Employee](#)

S/N	No of Employees	Occupation	Employee Type	Detailed Job Scope	Action
1	10	Event Coordinator	Contract	Support event preparation, logistics, schedules.	Edit Delete

[← Back](#) [Continue →](#) [Save draft](#)

- 12** Click on **Edit** and **Delete** where required

- 13** Click on **Continue**

1.5 Upload Supporting Documents

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Profile

Salary Deduction > Salary Deduction Application

Company Details

Application Details

Supporting Documents

Review

Confirm

Supporting Documents

Details of amenities and services, eg cost

Drag and drop or browse files

Pdf only. 5MB max file size.

Amenities_Services.pdf29KBView

Acknowledgement form signed by affected employees

Drag and drop or browse files

Pdf only. 5MB max file size.

Acknowledgement_Form_Signed.pdf29KBView

One copy of latest Employment Contract / Key Employment Terms (KETs) signed by employee

Drag and drop or browse files

Pdf only. 5MB max file size.

Employment_Contract_Signed.pdf29KBView

Optional

Drag and drop or browse files

Jpg, png or pdf only. 5MB max file size.

BackContinue

Save draft

14
Either **Drag-and-Drop** or **Click** to upload supporting documents

15
Click **Continue**

1.6 Review Application Details & Submit

A Singapore Government Agency Website

How to Identify

Ministry of Manpower

Profile

Salary Deduction > Salary Deduction Application

Company Details

Application Details

Supporting Documents

Review

Confirm

Company Details

Company Name

Company ABC

UEN

123456789A

Nature of Business

Exhibition and Event Management

Write Up of Business Activities

Organize and execute events.

Is My Company Unionised

Yes

Name of Union

ABCDE Union

Company's Correspondence

Correspondence Name

John Doe

Designation

Director

Office No

61234567

Mobile No

90099009

Email Address

John.Doe@abc.com

Company's Correspondence

Postal Code

123456

Street Name

ABCDE STREET

Building Name

Block or House No

51

Floor No

05

Unit No

01

Application Details

Description on the Type of Amenities and Services

Event management services.

Total Cost of Providing Amenities and Services

123XX

Cost of Providing Amenities and Services per Employee

123XX

Proposed Deduction Amount per Employee

123XX

Benefit for Employee

Some benefits such as xxx, xxxx, xxxxxx.

Voluntary Participation

Yes

Frequency of Deduction

XX times a month

Date of Commencement of Deduction

20260525

Details of Eligible Employees

S/N	No of Employees	Occupation	Employee Type	Detailed Job Scope
1	10	Event Coordinator	Contract	View

Supporting Documents

Details of amenities and services, eg cost

Amenities_Services.pdf

View

Acknowledgement form signed by affected employees

Acknowledgement_Form_Signed.pdf

View

One copy of latest Employment Contract / Key Employment Terms (KETs) signed by employee

Employment_Contract_Signed.pdf

View

Optional

No files uploaded.

Declaration

I declare that the above information given by me are true and correct to the best of my knowledge and belief, knowing that I shall be liable to prosecution if I willfully stated anything to be false and did not believe to be true.

☒ I acknowledge and agree to the information and statements above.

Back

Submit

- 16 Review application details
- 17 Click to acknowledge Declaration
- 18
 - To edit any section, click on **Back**
 - To proceed to submit, click **Submit**

1.7 View Submission Acknowledgement Page

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Profile

Salary Deduction > Salary Deduction Application

Company Details

Application Details

Supporting Documents

Review

Confirm

19

Once submitted, you will see an acknowledgement page confirming your application is submitted.

Application no. and submission date/time is shown.

Success

Your salary deduction application has been submitted.

Application Details

Application No
Submission Date/Time

LRWD/SD/202605/00094
29/05/2026 10:52 PM

Next Steps

We will process the application and contact you for more details if required

Please login after three working days to view the officer assigned to your application

Continue Browsing

eServices and Forms

MOM Website Homepage

Back to Dashboard →

A Singapore Government Agency Website [How to identify](#)

Ministry of Manpower

Profile

Home > Salary Deduction

MOM officers will never ask you to transfer money or disclose bank log-in details over a phone call or email. Find out more on how to [transact safely and securely](#). Call the 24/7 ScamShield Helpline on 1799 if you are unsure if something is a scam.

My Application(s)

New Application

What are you looking for?

Submission Date From/To

DD/MM/YYYY DD/MM/YYYY Search Clear

Draft (1)

Pending Action

Completed

S/N	Application No	Application Type	Submitted Date	Exemption Period Sought	Case Officer	Status	Actions
1	LRWD/OTE/202605/00166	72 hrs	20/05/2026	01/06/2026 - 12/06/2026	AN IO 1	Processing	Withdraw

1 to 1 of 1

Prev 1 Next

Your submitted application will appear under the Pending Action tab

2.1 Manage Applications (Search, Edit/Delete, Withdraw, View Outcome)

Search for Previous Applications

Search for previous applications through the **search bar** or indicating the **date range**

My Application(s)

[New Application](#)

What are you looking for?

Submitted Date From/To

DD/MM/YYYY DD/MM/YYYY [Search](#) [Clear](#)

[Draft \(1\)](#) [Pending Action](#) [Completed](#)

S/N	Application No	Created Date	Last Saved Date	Draft Expiry Date	Status	Actions
1	LRWD/SD/202605/00093	29/05/2026	29/05/2026	12/06/2026	Draft	Edit Delete

1 to 1 of 1

< Prev 1 Next >

Edit or Delete Draft Submissions

- Edit or delete previous drafts by clicking on the **Edit** and **Delete** buttons
- Note: Drafts are automatically deleted **14 calendar days** from creation date

My Application(s)

[New Application](#)

What are you looking for?

Submitted Date From/To

DD/MM/YYYY DD/MM/YYYY [Search](#) [Clear](#)

[Draft \(1\)](#) [Pending Action](#) [Completed](#)

S/N	Application No	Created Date	Last Saved Date	Draft Expiry Date	Status	Actions
1	LRWD/SD/202605/00093	29/05/2026	29/05/2026	12/06/2026	Draft	Edit Delete

1 to 1 of 1

< Prev 1 Next >

Withdraw Submitted Applications

Under **Pending Action** tab, click on **Withdraw**

[Draft \(1\)](#) [Pending Action](#) [Completed](#)

S/N	Application No	Submission Date	Case Officer	Status	Actions
1	LRWD/SD/202605/00013	06/05/2026	AN IO 4	Processing	Withdraw

1 to 1 of 1

< Prev 1 Next >

View & Download Application Outcome

Under **Completed** tab, click on **Download Outcome**

[Draft \(1\)](#) [Pending Action](#) [Completed](#)

S/N	Application No	Submission Date	Case Officer	Outcome	Actions
1	LRWD/SD/202605/00015	06/05/2026	AN IO 4	Withdrawn	Download Outcome

1 to 1 of 1

< Prev 1 Next >

3.1 Update Application based on Case Officer's Remarks (1/6)

 You would be **notified over email** if there is a need to update your application. If so, log into the eService dashboard and follow the steps.

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 [Profile](#)

[+ New Application](#)

What are you looking for? 

Submission Date From/To

DD/MM/YYYY  DD/MM/YYYY  [Search](#) [Clear](#)

[Draft \(1\)](#) **Pending Action** [Completed](#)

S/N	Application No	Application Type	Submitted Date	Exemption Period Sought	Case Officer	Status	Actions
1	LRWD/OTE/202605/00166	72 hrs	20/05/2026	01/06/2026 - 12/06/2026	AN IO 1	More Info Requested	Update Withdraw

1 to 1 of 1 [Prev](#) **1** [Next](#)

1

On **Applications Dashboard**, click on **Pending Action** tab

2

Click on **Update** for corresponding application to be updated

3.1 Update Application based on Case Officer's Remarks (2/6)

Company Details > Application Details > Supporting Documents > Review > Confirm

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Ministry of Manpower

Salary Deduction > Salary Deduction Application

1 Company Details 2 Application Details 3 Supporting Documents 4 Review 5 Confirm

Case Officer's Remarks
Remarks
Provide additional supporting documents

Company Details

Company Name
Company ABC

UEN
123456789A

Nature of Business
Exhibition and Event Management

Write Up of Business Activities
Organize and execute events.
(1972 characters left)

Is My Company Unionised
☒ Yes ☐ No

Name of Union
ABCDE Union

Correspondence Details

Correspondence Name
John Doe

Designation
Director

Office No
+65 61234567

Mobile No
+65 90099009

Email Address
John.Doe@abc.com

Postal Code
123456 [Get Address](#)

Street Name
ABCDE Street

Building Name
-

Block or House No
51

Floor No
05

Unit No
01

[Back](#) [Continue](#) [Save draft](#)

3

Refer to Case Officer's Remarks to make application updates accordingly

4

Click **Continue** to proceed to the next page

3.1 Update Application based on Case Officer's Remarks (3/6)

Company Details > Application Details > Supporting Documents > Review > Confirm

A Singapore Government Agency Website [How to Identify](#)  [Profile](#)

Salary Deduction > Salary Deduction Application

1 Company Details 2 Application Details 3 Supporting Documents 4 Review 5 Confirm

Application Details

Description on the Type of Amenities and Services

Event management services.

(1974 characters left)

Total Cost of Providing Amenities and Services

123XX

Cost of Providing Amenities and Services per Employee

123XX

Proposed Deduction Amount per Employee

123XX

Benefit for Employee

Some benefits such as xxx, xxxx, xxxxxx.

(1960 characters left)

Voluntary Participation

☒ Yes ☐ No

Frequency of Deduction

Once a month, for 3 months.

(1973 characters left)

Date of Commencement of Deduction

25 May 2026 

Details of Eligible Employees

[+ Add Eligible Employee](#)

S/N	No of Employees	Occupation	Employee Type	Detailed Job Scope	Action
1	10	Event Coordinator	Contract	Support event preparation, logistics, schedules.	Edit Delete

[← Back](#) [Continue →](#) [Save draft](#)

5

Edit application details as applicable, in line with Case Officer's Remarks

6

Click **Continue** to proceed to the next page

3.1 Update Application based on Case Officer's Remarks (4/6)

Company Details > Application Details > Supporting Documents > Review > Confirm

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Ministry of Manpower [Profile](#)

Salary Deduction > Salary Deduction Application

Company Details Application Details Supporting Documents Review Confirm

Supporting Documents

Details of amenities and services, eg cost

Drag and drop or browse files
Pdf only, 5MB max file size.

Amenities_Services.pdf 29KB [View](#) [Delete](#)

Acknowledgement form signed by affected employees

Drag and drop or browse files
Pdf only, 5MB max file size.

Acknowledgement_Form_Signed.pdf 29KB [View](#) [Delete](#)

One copy of latest Employment Contract / Key Employment Terms (KETs) signed by employee

Drag and drop or browse files
Pdf only, 5MB max file size.

Employment_Contract_Signed.pdf 29KB [View](#) [Delete](#)

Optional

Drag and drop or browse files
Jpg, png or pdf only, 5MB max file size.

[← Back](#) [Continue →](#) [Save draft](#)

7

Update supporting documents as applicable, in line with Case Officer's Remarks

8

Click **Continue**

3.1 Update Application based on Case Officer's Remarks (5/6)

Company Details > Application Details > Supporting Documents > Review > Confirm

A Singapore Government Agency Website [How to Identify](#)  [Profile](#)

[Salary Deduction](#) > [Salary Deduction Application](#)

Company Details Application Details Supporting Documents **Review** Confirm

Company Details

Company Name	Company ABC
UEN	123456789A
Nature of Business	Exhibition and Event Management
Write Up of Business Activities	Organize and execute events.
Is My Company Unionised	Yes
Name of Union	ABCDE Union

Company's Correspondence

Correspondence Name	John Doe
Designation	Director
Office No	61234567
Mobile No	90099009
Email Address	John.Doe@abc.com

Company's Correspondence

Postal Code	123456
Street Name	ABCDE STREET
Building Name	
Block or House No	51
Floor No	05
Unit No	01

Application Details

Description on the Type of Amenities and Services	Event management services.
Total Cost of Providing Amenities and Services	123XX
Cost of Providing Amenities and Services per Employee	123XX
Proposed Deduction Amount per Employee	123XX
Benefit for Employee	Some benefits such as xxx, xxxx, xxxxxx.
Voluntary Participation	Yes
Frequency of Deduction	XX times a month
Date of Commencement of Deduction	20260525

Details of Eligible Employees

S/N	No of Employees	Occupation	Employee Type	Detailed Job Scope
1	10	Event Coordinator	Contract	View

Supporting Documents

Details of amenities and services, eg cost	Amenities_Services.pdf View
Acknowledgement form signed by affected employees	Acknowledgement_Form_Signed.pdf View
One copy of latest Employment Contract / Key Employment Terms (KETs) signed by employee	Employment_Contract_Signed.pdf View
Optional	No files uploaded.

Declaration

I declare that the above information given by me are true and correct to the best of my knowledge and belief, knowing that I shall be liable to prosecution if I willfully stated anything to be false and did not believe to be true.

☒ I acknowledge and agree to the information and statements above.

[← Back](#) [Submit →](#)

9

Review updated application details

10

Read through Declaration statements.

Click on checkbox as acknowledgement.

11

- To edit any section, click on **Back**
- To proceed to submit, click **Submit**

3.1 Update Application based on Case Officer's Remarks (6/6)

Company Details > Application Details > Supporting Details > Review > Confirm

A Singapore Government Agency Website [How to Identify](#)

Ministry of Manpower [Profile](#)

Salary Deduction > Salary Deduction Application

Company Details Application Details Supporting Documents Review Confirm

Success
Your salary deduction application has been submitted.

Application Details
Application No LRWD/SD/202605/00094
Submission Date/Time 29/05/2026 10:52 PM

Next Steps

- We will process the application and contact you for more details if required
- Please login after three working days to view the officer assigned to your application

Continue Browsing

- [eServices and Forms](#)
- [MOM Website Homepage](#)

[Back to Dashboard →](#)

12

Once submitted, you will see an acknowledgement page confirming your application is submitted.

Application no. and submission date/time is shown.

13

Click **Back to Dashboard** to return to dashboard and view your application list

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Ministry of Manpower [Profile](#)

Home > Salary Deduction

Warning
MOM officers will never ask you to transfer money or disclose bank log-in details over a phone call or email. Find out more on how to [transact safely and securely](#). Call the 24/7 ScamShield Helpline on 1799 if you are unsure if something is a scam.

My Application(s)
[New Application](#)

What are you looking for?

Submission Date From/To
DD/MM/YYYY DD/MM/YYYY [Search](#) [Clear](#)

[Draft \(1\)](#) [Pending Action](#) [Completed](#)

S/N	Application No	Application Type	Submitted Date	Exemption Period Sought	Case Officer	Status	Actions
1	LRWD/OTE/202605/00166	72 hrs	20/05/2026	01/06/2026 - 12/06/2026	AN IO 1	Processing	Withdraw

1 to 1 of 1 [Prev](#) [Next](#)

The **Update** button under “Actions” will disappear