

APPLICATION TO ENCASH PARF/COE REBATE(S)

You may take about 5 minutes to complete this form. You will need the following information to fill in the form:

- Vehicle Registration Number(s)
- Particulars of Rebate Owner
- Particulars of Director(s) /Partner(s)/Sole-Proprietor/Authorised Manager, if the rebate(s) is/are registered in the name of Company/Business/ Limited Liability Partnership(LLP)/Limited Partnership(LP)/Club/Association/Organisation
- PARF / COE Rebate Reference Number(s)

IMPORTANT

Please read the INSTRUCTIONS & IMPORTANT NOTES overleaf before completing the application form. Application with incorrect or incomplete information will not be processed.

SECTION A - PARTICULARS AND DECLARATION BY REBATE OWNER

Name of Rebate Owner : _____

*+NRIC (Singaporeans, Singapore PRs and Malaysians)/Passport (Foreigners other than Malaysians)/ACRA Registration No./UEN No. : _____

Contact Number : _____ (0) _____ (H) _____ (HP)

Vehicle Registration Number:

PARF/COE Rebate Reference Number:

1									
2									
3									
4									
5									

(a) *I / We hereby authorise _____ (Name of Electronic Service Agent) as *my / our agent to file this application and all other relevant documents to LTA on *my / our behalf.

(b) *I / We declare that the particulars furnished in this application are true and correct to the best of *my / our knowledge and belief.

Signature & Company Stamp(if applicable) _____ Date _____

(c) *I / We will comply with whatever terms and conditions that the Registrar may, in his discretion, impose in relation to the above application.

**Name of Director(s) / Partner(s) / Sole-proprietor/Manager _____

(d) *I / We consent to the collection, use or disclosure of *my/our personal data to a 3rd party as per paragraph 9 overleaf of this application form.

**+NRIC No./Passport No. of Director(s)/Partner(s)/Sole-proprietor/Manager
 * Delete where inapplicable
 + NRIC No. Singaporeans, Singapore PRs and Malaysians/Passport No.; Foreigners other than Malaysians
 ** For rebate registered in the name of Company/Business/LLP/LP/Club/Association/Organisation

SECTION B - FOR OFFICIAL USE ONLY

To the Rebate Owner (at the registered address):

We refer to the above application received on _____. We are unable to process your application because of the following reason(s):

- The form has not been properly completed/signed. Please fill in the relevant information and return it to LTA.
- The vehicle has not been properly disposed of. Please do so before submitting a new application form.
- The PARF/COE rebate(s) to be encashed is/are not registered in your/your Company/Business/LLP/LP/Club/Association/Organisation's name.
- The PARF/COE rebate(s) has/have already been utilised.
- The PARF/COE rebate(s) has/have expired. No encashment is allowed.
- The PARF/COE rebate(s) cannot be utilised. Please call LTA -1800 2255 582 for enquiries.
- Others. Please specify: _____

Name and signature of LTA officer: _____

Date and LTA stamp: _____

INSTRUCTIONS & IMPORTANT NOTES

Please complete the Application Form and submit it to LTA :

a) By mail

'LTA, 10 Sin Ming Drive, Singapore 575701. Attention to VRL Service Operations Division, De-registration Section.'

or

b) Drop in deposit box

"Application to Encash PARF/COE Rebate(s)" Deposit Box located at LTA, 10 Sin Ming Drive, Singapore 575701, during our office hours from 8am to 4:30pm (Mondays to Fridays) and 8am to 12 noon (Saturdays).

Alternatively, the rebate owner may choose to apply for the encashment of rebate(s) online via his/her e-Services@ONE.MOTORING account at www.onemotoring.com.sg using SingPass (for Singaporeans/Singapore PRs), EASY (for ACRA-registered businesses and companies that have an EASY account) or LTA-issued user ID and password (for foreigners and businesses/companies that do not have an EASY account) or approach an Electronic Service Agent (ESA) to submit the application via LTA Link System on his / her behalf.

Application must reach LTA BEFORE the expiry date of the PARF/COE rebate(s).

Application through fax or email is NOT ACCEPTABLE.

Cancellation of application is NOT ALLOWED if LTA has processed the encashment.

When submitting your application, please check that you have the following:

a) The application form is duly completed and signed.

b) If the application to encash PARF/COE rebate(s) is carried out by an Electronic Service Agent, please provide:

(i) For rebate(s) registered under individual

- Original NRIC (Singaporeans, Singapore PRs and Malaysians)/Passport (Foreigners other than Malaysians) of rebate owner;

or

(ii) For rebate(s) registered under Company / Business / LLP / LP / Club / Association / Organisation

- Original Accounting and Corporate Regulatory Authority (ACRA) printout valid up to 14 days from the date of issue;

- Original NRIC (Singaporeans, Singapore PRs and Malaysians) /Passport (Foreigners other than Malaysians) of the Director(s) /Partner(s) / Sole-proprietor whose name is listed in the ACRA printout of 14 days validity; or the Original NRIC (Singaporeans, Singapore PRs and Malaysians)/Passport (Foreigners other than Malaysians) of its manager who is authorized by the Director(s) /Partner(s) /Sole-proprietor to sign this application form for the encashment of PARF/COE Rebate(s). In the case of the latter, an authorisation letter from the said Director(s)/Partner(s) /Sole-proprietor must also be produced.

c) The vehicle has been properly disposed of (scrapped at an authorized scrapyard, directly exported out of Singapore or stored in an authorized Export Processing Zone).

d) The PARF/COE rebate(s) to be encashed is/are registered in your/ your Company/Business/LLP/LP/Club/Association/Organisation's name.

e) The PARF/COE Rebate Reference Number and Vehicle Registration Number provided on the application form are correct.

Note: To check on the rebate reference number, you may login to your e-Services@ONE.MOTORING account at www.onemotoring.com.sg using SingPass (for Singaporeans/Singapore PRs), EASY (for ACRA-registered businesses and companies that have an EASY account) or LTA-issued user ID and password (for foreigners and businesses/companies that do not have an EASY account).

f) The rebate(s) has/have not been utilised and expired.

An acknowledgement letter will be mailed to the rebate owner at the registered address once the application has been successfully processed. For enquiries on the status of an application, please contact 1800-CALL LTA (1800-2255 582).

If the rebate owner does not have a valid GIRO refund bank account with LTA, a cheque made payable to the rebate owner will be sent to the rebate owner's registered address within 1 month, once the application for encashment is successfully processed by LTA. To receive the cheque at an alternative address, the rebate owner must submit the request in writing together with a copy of the relevant identification documents to:

'LTA, 10 Sin Ming Drive, Singapore 575701. Attention to Finance Division, Refund Section.'

If the rebate owner has a valid GIRO refund bank account registered in the e-Services@ONE.MOTORING, the refund will be credited into the bank account within 14 working days, once the application for encashment is successfully processed by LTA. To register for a refund bank account, the owner may login to the e-Services@ONE.MOTORING account at www.onemotoring.com.sg using SingPass (for Singaporeans/Singapore PRs), EASY (for ACRA-registered businesses and companies that have an EASY account) or LTA-issued user ID and password (for foreigners and businesses/companies that do not have an EASY account).

Consent to the collection, use or disclosure of personal data

We may share personally identifiable data that you have provided in this application with other Government agencies, so as to serve you in a most efficient and effective way. We will not share your personally identifiable data with other entities, except where such entities have been authorized to carry out specific Government services or in accordance with legislation under the purview of the Land Transport Authority to enable us to perform our functions or duties or to comply with any order of court or in compliance with any written law, or for the purposes of taking any action against any user for breach of the conditions of use of the Authority's electronic services.

Data provided by the Authority may be used for verification and record of your personal particulars, including comparing information from other sources, and using the information to communicate with you.