

NOTIFICATION TO OPT-OUT OF/FIX SINDA FUND CONTRIBUTION

TO THE EMPLOYER

Name of Employer* : _____

Registered Address : _____

EMPLOYEE PARTICULARS

Name of Employee* : _____ NRIC/FIN No*: * * * * * _____ - _____
(Last 4 alphanumeric characters)

Type of Resident* : Singapore Citizen Permanent Resident Employment Pass Holder

Registered Address : _____

Contact Number* : _____ E-mail* : _____

EMPLOYEE DECLARATION*

I hereby give notice, in accordance with the CPF (Contributions to Community Fund [SINDA]) Amendment Rules 2014 that with the effect from _____ (Month) _____ (Year), I wish to *(please tick the boxes and circle the amount accordingly)*:

Opt-out

Fix my monthly contribution: \$1 / \$3 / \$5 / \$7 / \$9 / \$12 / \$18 / \$30 / Other amount: _____

Salary Bracket *(please circle the salary range accordingly)*:

\$1,000 and below / \$1,001 – \$1,500 / \$1,501 – \$2,500 / \$2,501 – \$4,500 / \$4,501 – \$7,500 / \$7,501 – \$10,000 / \$10,001 – \$15,000 / \$15,001 and more

Please state reason to opt-out of/fix contribution: _____

Declared By: _____
 (Signature of Employee)

Date: _____

Endorsed By: _____
 (Official Stamp and Signature of SINDA Official)

Date: _____

* – Denotes mandatory fields

Notes:

1. Complete, scan and send the form to SINDAfund@sinda.org.sg or mail it to SINDA at 1 Beatty Road, Singapore 209943 for endorsement. Backdated forms will not be accepted.
2. Once you receive the completed form with SINDA's endorsement, submit the form to your employer to cease/adjust the deduction from your salary.
3. In the event of change of employment (i.e. new employer), this notification will no longer be valid and a fresh application has to be made to SINDA.
4. Those opting out are to take note of the different payroll cut-off dates in a month. SINDA will not refund contributions that were already made and deductions may only stop the month after SINDA has given its approval to your employer to cease the contribution.
5. By completing and submitting this form, you consent to the SINDA's collection, use and disclosure of your personal data for the purposes of processing and administering this notification.