

1) Name of moneylending business: _____

(a)	(b)	(c)	(d)	(e)	(f)
Name <u>and</u> NRIC/ Passport/Work Permit/FIN no.	Job designation <u>and</u> job scope	If proposed person was previously convicted in a court of law in Singapore	<u>For outsourced employees</u> , indicate outsourced Company's name. (Eg. debt collection agency)	Past moneylending experience (Indicate the moneylender's business name and period of employment)	<u>For person who has passed the Moneylenders Test</u> , indicate year the test was taken ("YYYY")

2) For an application to employ a person other than a test-qualified manager, please furnish the Registry with the following:

- a. In the case of a Singaporean or Singapore PR, a photocopy of the front and back of the NRIC; or
- b. In the case of a foreigner, a photocopy of the passport, the employment pass or the work permit and a certification of non-conviction of crime from a relevant authority in the person's country of origin.

3) For an application to employ a test-qualified manager, please furnish the Registry with the following:

- a. Document(s) evidencing test-qualified manager possesses a minimum of 4 O-Level passes, including a GCE O-Level pass in English Language (a "pass" refers to a GCE O Level grade of at least "C6"); and
- b. In the case of a Singaporean or Singapore PR, a photocopy of the front and back of the NRIC; or
- c. In the case of a foreigner, a photocopy of the passport, the employment pass or the work permit, a certification of non-conviction of crime from a relevant authority in the person's country of origin and document(s) evidencing person is an ordinarily resident in Singapore.

4) Please note the following:

- a. Applications which are incomplete or not accompanied by clear supporting documents shall be rejected; and
- b. Keep the Registry notified if an application is withdrawn or if an approved person is eventually not employed/ engaged.