

Date :

The Controller of Work Permits
Work Permit Department
Ministry of Manpower
18 Havelock Road
Singapore 059764

Dear Sir / Madam

RE : CANCEL OF WORK PERMIT.

Name of Employer : _____

Name of Foreign Worker : _____

Worker Permit No. : _____

Date of Application : _____

I, the above-mention Employer hereby authorized **JLK Employment Services** to cancel the above work permit on my behalf.

Work permit will be cancel on _____ to _____.

*The worker is scheduled to depart Singapore by Changi Airport Flight No. _____ / Tanah Merah / Singapore Cruise Centre / Woodlands / Tuas Checkpoint.

Thank You.

Fax : 6732-5370

S\$20.00 will be charge for cancel work permit.

*S\$30.00 will be charge for changing of depart Checkpoint.

Yours truly,

Sign / Name / NRIC No.