

Request to Certify Document(s)

General Instructions

- *Each request is chargeable at SGD12 per copy of document requested to be certified.*
- *This request form must be accompanied by the fees chargeable.*
- *All relevant fields in this form should be duly filled.*

I would like to request the following document(s) to be certified:

Trade Mark Number:	
Document Type:	
Number of Copies:	
Payment Amount:	

Particulars of Requestor

Name of Requestor:	
Company Name (if applicable):	
Singapore Telephone No:	
Email:	
Date of Request:	

GST	GST INFORMATION
Tax Invoice*	
<p><i>Note:</i></p> <p>Tax invoice will be issued to the entity/individual as indicated. Goods and Services Tax (GST)-registered businesses may claim input tax with Inland Revenue Authority of Singapore (IRAS), subject to meeting the requirements under the GST Act.</p>	
<p>Name (Tax invoice to be issued to)</p>	<p>In general, the name of the requestor is to be indicated in this field.</p> <div data-bbox="587 537 1344 646" style="border: 1px solid black; height: 50px; margin-top: 10px;"></div>

Particulars of Person Collecting Certified Document(s)

Only applicable if document is collected by hand.

Name of Person Collecting Certified Document(s):	
Company Name (if applicable):	
Singapore Telephone No:	
Email:	

Declaration

I, do hereby declare that the information furnished above is true and correct to the best of my knowledge. I understand that I may be liable for criminal prosecution if I have provided any information, which is false in any material particular, or misleading by reason of the omission of any material particular.

Name of Person Collecting Certified Document(s):	
Date:	