

APPLICATION TO ENCASH PARF/COE REBATE(S)

This form is only for applicants who are not eligible for SingPass and have to carry out the transaction at LTA Customer Service Centre.
 Please use our Digital Services at <https://onemotoring.lta.gov.sg> if you are eligible for SingPass. For information on SingPass, please visit www.singpass.gov.sg.
 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 Representative, if the rebate(s) is/are registered in the name of a Company/ Business / Club / Association/ Organisation
- PARF / COE Rebate(s) Reference Number(s)

IMPORTANT:

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

SECTION A - PARTICULARS AND DECLARATION BY REBATE OWNER

Name of Rebate Owner: _____

*NRIC No. / FIN / ACRA No. / UEN: _____

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

Vehicle Registration Number:	PARF/COE Rebate Reference Number:
1 <table style="display: inline-table; border: 1px solid black; width: 100px; height: 20px; vertical-align: middle;"></table>	<table style="display: inline-table; border: 1px solid black; width: 200px; height: 20px; vertical-align: middle;"></table>
2 <table style="display: inline-table; border: 1px solid black; width: 100px; height: 20px; vertical-align: middle;"></table>	<table style="display: inline-table; border: 1px solid black; width: 200px; height: 20px; vertical-align: middle;"></table>
3 <table style="display: inline-table; border: 1px solid black; width: 100px; height: 20px; vertical-align: middle;"></table>	<table style="display: inline-table; border: 1px solid black; width: 200px; height: 20px; vertical-align: middle;"></table>
4 <table style="display: inline-table; border: 1px solid black; width: 100px; height: 20px; vertical-align: middle;"></table>	<table style="display: inline-table; border: 1px solid black; width: 200px; height: 20px; vertical-align: middle;"></table>
5 <table style="display: inline-table; border: 1px solid black; width: 100px; height: 20px; vertical-align: middle;"></table>	<table style="display: inline-table; border: 1px solid black; width: 200px; height: 20px; vertical-align: middle;"></table>

- (a) *I / We declare that the particulars furnished in this application are true and correct to the best of *my/our knowledge.
- (b) *I / We will comply with all terms and conditions that the Registrar may, in his discretion, impose in relation to the above application.
- (c) *I / We consent to the collection, use or disclosure of *my / our personal data to a 3rd party as per paragraph 7 overleaf of this application form.

_____ Date
 Signature of rebate owner / Authorised Representative

_____ ** Name of rebate owner / Authorised Representative

* Delete where inapplicable
 * NRIC: Singaporeans and Singapore PRs / FIN: Foreigners
 ** For rebate registered in the name of Company /Business /Club /Association /Organisation

_____ Contact No
 **# NRIC No./FIN

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/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 visit <https://onemotoring.lta.gov.sg> for enquiries.
- Others. Please specify: _____

Name and signature of LTA officer : _____

Date : _____

INSTRUCTIONS & IMPORTANT NOTES

1. Please complete the Application Form and submit the original to LTA Customer Service Centre at 10 Sin Ming Drive, Singapore 575701.
2. Application through fax / email / mail is NOT ACCEPTABLE.
3. Cancellation of application is NOT ALLOWED if LTA has processed the encashment.
4. When submitting your application, please check that you have the following:
 - a) The application form is duly completed and signed.
 - b) The vehicle has been properly disposed of (scrapped at an LTA-authorized scrapyards, exported with proof of exported accepted by LTA, or stored in an LTA-authorized Export Processing Zone).
 - c) The PARF/COE rebate(s) to be encashed is/are registered in your/your Company/Business/Club/Association/Organisation's name.
 - d) The PARF/COE Rebate Reference Number and Vehicle Registration Number provided on the application form are correct.
 - e) The rebate(s) has/have not been utilised and expired.
5. An acknowledgement letter will be mailed to the rebate owner at the registered address once the application has been successfully processed.
6. If an application for encashment of PARF/COE rebate(s) is completed, the refund shall be as below: -
 - a) If the 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 owner's registered address within 1 month, once the application has been successfully processed by LTA.
 - b) If the rebate owner has a valid GIRO refund bank account with LTA, the refund will be credited into the bank account within 14 working days, once the application has been successfully processed by LTA.

7. **Consent to the collection, use or disclosure of personal data**

You consent to us collecting from and/or disclosing to any other Government agency or public authority, and/or using, your personally identifiable data, including those that you have provided in this application, so as to serve you in an efficient and effective way.

In addition, you consent to us collecting from and/or disclosing to any person (whether a natural person or a body corporate), and/or using, your personally identifiable data (i) where such person has been authorised to carry out any specific service on behalf of the Government or a public authority; (ii) in accordance with legislation under our purview to enable us to perform our functions or duties; (iii) to comply with any order of court; (iv) to comply with any written law; (v) to enable a Town Council to enforce, investigate and/or prosecute an offence under its purview; (vi) for the purpose of any legal proceeding involving any motor vehicle, power-assisted bicycle and/or personal mobility device registered with us; or (vii) for the purpose of taking any action against any person for the breach of any of our terms and conditions.

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