

**APPLICATION FOR  
 (1) DIVISION OF PARF/COE REBATE(S)  
 (2) DIVISION & ENCASHMENT OF 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](http://www.singpass.gov.sg).

You may take about 10 minutes to complete this form. You will need the following information to fill in the form:

- PARF/COE rebate reference number(s) and rebate amount (S\$)
- Particulars of Rebate Owner
- Particulars of Director(s) / Partner(s) / Sole-Proprietor / Authorised Representative, if the PARF/COE rebate holder is a Company / Business / Club / Association / Organisation.

**IMPORTANT**

Please read the **INSTRUCTIONS & IMPORTANT NOTES** overleaf before completing the application form. For application to encash PARF/COE Rebate(s), please use Form FR02 "Application to Encash PARF/COE Rebate(s)"

**SECTION A – PARTICULARS AND DECLARATION BY REBATE OWNER**

Name of Rebate Owner : \_\_\_\_\_

\*+NRIC No. (Singaporean & PR) / FIN (Foreigners)  
 / ACRA Registration No. / UEN No. : \_\_\_\_\_

**Please divide and encash (if any) the following PARF/COE rebate(s)**

| PARF Rebate Reference No.             |                           |                                       |                           | COE Rebate Reference No.              |                           |                                       |                           |                          |
|---------------------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------|--------------------------|
|                                       |                           |                                       |                           |                                       |                           |                                       |                           |                          |
| New Rebate Amount S\$<br>(in dollars) | Encash<br>(please tick ✓) | New Rebate Amount S\$<br>(in dollars) | Encash<br>(please tick ✓) | New Rebate Amount S\$<br>(in dollars) | Encash<br>(please tick ✓) | New Rebate Amount S\$<br>(in dollars) | Encash<br>(please tick ✓) |                          |
| 1                                     | <input type="text"/>      | <input type="checkbox"/>              | 1                         | <input type="text"/>                  | <input type="checkbox"/>  | 2                                     | <input type="text"/>      | <input type="checkbox"/> |
| 2                                     | <input type="text"/>      | <input type="checkbox"/>              | 2                         | <input type="text"/>                  | <input type="checkbox"/>  | 3                                     | <input type="text"/>      | <input type="checkbox"/> |
| 3                                     | <input type="text"/>      | <input type="checkbox"/>              | 3                         | <input type="text"/>                  | <input type="checkbox"/>  | 4                                     | <input type="text"/>      | <input type="checkbox"/> |
| 4                                     | <input type="text"/>      | <input type="checkbox"/>              | 4                         | <input type="text"/>                  | <input type="checkbox"/>  | 5                                     | <input type="text"/>      | <input type="checkbox"/> |
| 5                                     | <input type="text"/>      | <input type="checkbox"/>              | 5                         | <input type="text"/>                  | <input type="checkbox"/>  |                                       |                           |                          |

- (a) \*I / We also declare that the particulars and documents in this application are true and correct to the best of \*my / our knowledge and belief.
- (b) \*I / We will comply with whatever 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 3<sup>rd</sup> party as per paragraph 7 overleaf of this application form.

\_\_\_\_\_  
 Signature of Rebate Owner/Authorised Representative

\_\_\_\_\_  
 #Name of Directors(s) / Partner(s) / Sole-Proprietor / Authorised Representative

\_\_\_\_\_  
 #+NRIC No. / FIN of Directors(s) / Partner(s) / Sole-Proprietor / Authorised Representative

\_\_\_\_\_  
 Contact No. Date

\* Delete where inapplicable  
 + NRIC no. for Singaporean and PR / FIN for foreigners  
 # For rebate registered in the name of a Company / Business / Club / Association / Organisation.

**For Official Use Only**

## 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 the application has been successfully processed.
4. When submitting your application, please check that you have the following:
  - (a) This application form, duly completed and signed.
  - (b) For rebate(s) registered under Individual
    - Original\* NRIC (Singaporeans / Singapore PRs) or Employment/Immigration Pass Card issued by MOM or ICA (Foreigners) of rebate ownerFor rebate(s) registered under Company / Business / Club / Association / Organisation
    - Original Accounting and Corporate Regulatory Authority (ACRA) printout valid up to 14 days from the date of issue
    - Original\* NRIC (Singaporeans / Singapore PRs) or Employment/Immigration Pass Card# (Foreigners) of Director(s) / Partner(s) / Sole-proprietor whose name(s) is/are listed in the ACRA printout, or the Original\* NRIC (Singaporeans / Singapore PRs), or Employment/Immigration Pass Card# (Foreigners) of its representative who is authorised in writing by the Director(s)/ Partner(s) to sign this application form for the division and encashment (if any) of PARF/COE Rebate.
    - Valid original authorisation document(s) (e.g. Board Resolution, Letter of Authorisation, etc) from the named Director(s)/ Partner(s). Please visit <https://onemotoring.lta.gov.sg> for the complete list of requisite identification documents.
    - ACRA printout which is valid for up to 14 days from the date of issue by ACRA (for company vehicles only) or Registry of Societies (ROS) Certificate printout (for ROS-registered vehicles only)

# Employment/Immigration Pass Card issued by the MOM or ICA which bears the FIN  
\* *Physical NRIC or long-term pass card or Digital Identity Card (Digital IC) launched via the Singpass app. Images or videos of the identity card/pass/Digital IC will not be accepted.*
  - (c) The vehicle has been properly disposed of (scrapped at an LTA-authorized scrapyard, exported with proof of exported accepted by LTA, or stored in an LTA-authorized Export Processing Zone).
  - (d) The PARF/COE rebate(s) to be divided / encashed is / are registered in your / your company's name.
  - (e) The PARF/COE rebate(s) Reference Number and newly divided rebate amount provided on the application form are correct.
  - (f) The rebate(s) has / have not been utilised or expired.
  - (g) Fee of \$21.80 (inclusive of GST) is chargeable for each new rebate issued.
5. An acknowledgment letter will be mailed to the rebate owner at the registered address once the application has been successfully processed.
6. If an application for division and encashment of PARF/COE rebate(s) is submitted, 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 registered 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 and 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.