

## **IMPORTANT NOTE:**

### **ELECTRONIC SUBMISSION OF APPLICATION FORM**

### **"OBTAINING THE OFFICIAL ASSIGNEE'S APPROVAL TO TRAVEL OUT OF SINGAPORE"**

With effect from 1 September 2002, if you wish to travel out of Singapore, you are required to submit your application form electronically via the Internet at our website address: <http://www.ipto.gov.sg/>. This e-service is made available at no costs to you and for your convenience as immediate on-line approval can be given to you 24 hours a day including Sundays and public holidays if you meet all the stipulated criteria.

You may also make use of the computer terminals in our office at IPTO's Business Centre to submit your application form. A Help-Desk has been set up to assist you if you encounter any problems in submitting your application form in our office. Please inform our receptionist if you require our assistance of the Help-Desk.

From 1 September 2002, we will not accept any manual submission of the travel application forms.

Ms Kalaselvi Rengasamy  
Manager, Individual Insolvency Division  
For OFFICIAL ASSIGNEE