

## **LIST OF SUPPORTING DOCUMENTS FOR GIP APPLICATION**

**After submitting the Global Investor Programme (GIP) E-application form, please mail the following supporting documents to:**

### **Contact Singapore**

250 North Bridge Road  
#28-00, Raffles City Tower  
Singapore 179101

**Please note that official English translations for documents in foreign language must be provided and notarised by the relevant notary public.**

List of documents to be submitted:

1. These declaration documents to be printed from the E-application form. The original copies must be signed by applicant.
  - 1.1. Undertaking on the Terms and Conditions of the Global Investor Programme  
  
This form is to be witnessed in front of notary public or Singapore High Commission/ Singapore Embassy if the form is signed outside of Singapore.
  - 1.2. Declaration form for Application of Global Investor Programme in Form A
  - 1.3. Declaration form for Proposed Investment Plan in Form B
  - 1.4. Statutory Declaration Form  
Please note that:
    - For statutory declarations made in the UK or in a Commonwealth country, it can be done before a notary public, justice of peace or other person authorised under that country's law to take/receive statutory declarations.
    - For non-Commonwealth countries (e.g. China), all statutory declarations must be signed only by authorised Singapore embassy or consular staff in the non-Commonwealth country.
    - If the applicant is in Singapore, the statutory declaration can be done in the presence of any Commissioner for Oaths, Justice of peace or Judge in Singapore.

2. Application for an Entry Permit to Enter Singapore – Form 4 (1 original and 1 photocopy are required for each applicant included for Permanent Residence).

Please download Form 4 from [www.contactsingapore.sg/GIP](http://www.contactsingapore.sg/GIP)

3. Supporting documents for Section I - items 1-9 (where applicable). (1 original and 1 photocopy are required for each applicant included for Permanent Residence).
4. Supporting documents for Section II - items 1-8 (where applicable).
5. A print-out copy of the GIP E-application form submitted online.

## SECTION I

### **Supporting Documents for Self and Family:**

**These documents are required by the Singapore Immigration & Checkpoints Authority (ICA)**

1.	Notarised copy of the passports or travel documents of each applicant applying for Permanent Residence (please include the others if applicant has more than one passport).
2.	Notarised copy of birth certificate of each applicant applying for Permanent Residence.
3.	Notarised copy of "Family Census/ Household Registry".
4.	Detailed write-up of immediate family members background (i.e. their name, age and employment).
5.	Notarised copy of Custodial Certificate or Adoption Papers for Children below 21 years of age (if applicable).
6.	Notarised copy of marriage certificate (if applicable).
7.	Notarised copy of divorce certificate (if applicable).
8.	Notarised copy of "Change of name" certificate of each applicant applying for Permanent Residence (if applicable).
9.	Passport photographs - 1 for Form A, 1 for Form 4 and 3 extra copies.

## SECTION II

### Supporting Documents for Applicant's Business Profile and Business Plans:

1.	<p>Original copy of the audited financial reports (for the last 3 years) of applicant's main business as listed in Form A. The financial reports must include the public accounting firm's original company stamp.</p> <p>If non-original financial reports are submitted, they must be notarised by the Notary Public.</p> <p>The above must be submitted for applicant's other businesses if they are included in the application.</p>
2.	<p>Latest notarised copy of documents stating applicant's share ownership of the main business and other businesses if they are included in the application.</p> <p>Applicant can submit either:</p> <ul style="list-style-type: none"><li>- Company's capital verification report dated within the last 1 year from the date of submission of the application, and with the public accounting firm's original company stamp. Report has to be notarised by Notary Public if there is no public accounting firm's original company stamp; or</li><li>- Notarised copy of company's latest Articles of Association or Memorandum; or</li><li>- If the capital verification report is dated more than 1 year from the date of submission of the application form, applicant has to submit an equivalent report issued and notarised by his country's Industry &amp; Business Commercial Bureau or equivalent authority.</li></ul>
3.	<p>Latest notarised copy of the business license for the applicant's main business and other businesses if they are included in the application.</p>
4.	<p>Detailed Curriculum Vitae of:</p> <ul style="list-style-type: none"><li>- Applicant's role &amp; responsibilities and business experience in the main business listed in Form A; and</li><li>- Applicant's work and business experience in other companies or organisations</li></ul>
5.	<p>A copy of ACRA (Accounting &amp; Corporate Regulatory Authority) registration of applicant's Singapore investment (if applicable).</p>

6.	Detailed business plan in addition to Form B (applicable for option A).
7.	Organisation chart of main business and other businesses (if applicable)
8.	Any other additional documents to support applicant's investment decision (if applicable).

**Important Note:**

In order to process the GIP application, all the above required supporting documents must be submitted to Contact Singapore.

***Updated as of 1 December 2011***