

SINGAPORE VISA APPLICATION CENTRE

GLOBAL HOLIDAYS SDN BHD

Address : 112-1, Jalan Imbi, 55100 Kuala Lumpur, Malaysia (near to Pavilion & Berjaya Times Square)

Contact number : 03-2858 3633

Email address : sg.visa@globalmy.com.my

Submission Time Mon - Fri : 10am - 1pm, 2.30pm – 5pm

Sat : 10am - 1pm, Closed on Sunday & Public Holidays

Afghanistan, Algeria, Bangladesh, Egypt, Iran, Iraq, Jordan, Kosovo, Lebanon, Libya, Morocco, Somalia, Sudan, Tunisia, Yemen, Holders of Palestinian Authority Passport,

Temporary Passport issued by the United Arab Emirates, Refugee Travel Document issued by Middle-East countries

1. COMPLETED **FORM 14A** AND **DISCLAIMER FORM** (FORM MUST SIGN BY APPLICANT)
2. ORIGINAL PASSPORT, PASSPORT & VISA COPY (PASSPORT VALIDITY MUST MORE THAN 6 MONTHS)
3. **1 NEW PASSPORT SIZE PHOTO** WITH WHITE COLOUR BACKGROUND
(RECENT 3 MONTHS PHOTO, 35mm x 45mm)
4. **RM 179** PER APPLICATION (NO REFUNDABLE)
5. MINIMUM 5 WORKING DAYS TO PROCESS. (NO EXPRESS SERVICE)
SOMETIMES PROCESSING MIGHT TAKE A FEW MORE DAYS / WEEKS THAN THE USUAL
6. APPROVE OR REJECT WILL BE DECIDED BY SINGAPORE IMMIGRATION
7. **LETTER OF INTRODUCTION** (Form V39A) FROM **SINGAPORE CITIZEN / PERMANENT RESIDENT**
WITH **COPY OF IDENTITY CARD**. (LOCAL CONTACT MUST BE AT LEAST 21 YEARS OLD)

OR

LETTER FROM EMBASSY (The embassy letters should state that it is being issued for support your Singapore visa application) AND **HOTEL CONFIRMATION**

8. PROVIDE LATEST MALAYSIA BANK STATEMENT (last 1-3 months) AND CURRENT BANK BALANCE

MUST HAVE ITEMS

Malaysia Employment / Residence Pass / Professional / Temp Employment : Latest original company letter

Malaysia Student Pass : Latest original letter from school/college/university

Married with Malaysian : Spouse IC, marriage certificate, children birth certificate (required original & photocopy)
Require to provide latest original company letter if permitted to work in Malaysia

Malaysia Permanent Resident : PR card (required original & photocopy)

MM2H : Latest 1 month bank statement and current balance

Enter Malaysia with Single Entry visa : Provide air ticket leaving Singapore

Submit on behalf : Provide Letter of Authorisation

Additional Services

Photocopy	RM 1 per pcs
Print out	RM 3 per pcs
Photograph	RM 25 for 6 pcs
Form filling	RM 15 per application
Courier out passport by DHL	West Malaysia - RM 100 East Malaysia - RM 120
Collection from home/office	RM 50 – RM 200 Within Klang Valley, Cyberjaya, Putrajaya, Kajang, Nilai, Seremban