

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

MALI, NIGERIA, PAKISTAN, SYRIA

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 185** 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)
8. PROVIDE LATEST MALAYSIA BANK STATEMENT (last 1-3 months) AND CURRENT BANK BALANCE
9. HOTEL CONFIRMATION

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 with 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 110 East Malaysia - RM 130
Collection from home/office	RM 50 – RM 200 Within Klang Valley, Cyberjaya, Putrajaya, Kajang, Nilai, Seremban