

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 – 5.30pm

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

Armenia, Azerbaijan, Belarus, Democratic People's Republic of Korea, Georgia, India, Kazakhstan, Kyrgyzstan, Moldova, Russia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan, Document of Identity issued by Hong Kong SAR, Travel Permit issued by Macao SAR

1. **COMPLETED FORM 14A, DISCLAIMER FORM & PDPA 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, 45mm x 35mm)
4. **RM 180** PER APPLICATION (NO REFUNDABLE)
5. MINIMUM 3 - 5 WORKING DAYS TO PROCESS. (NO EXPRESS SERVICE)
SOMETIMES PROCESSING MIGHT TAKE A FEW MORE DAYS / WEEKS THAN THE USUAL
6. APPROVAL OR REJECTION WILL BE DETERMINED BY SINGAPORE IMMIGRATION.

MUST HAVE ITEMS

Malaysia Employment / Residence Pass / Professional / Temp Employment: Latest 1 month employment verification letter

Malaysia Student Pass: Latest 1 month student verification letter

Married with Malaysian: Spouse IC, marriage certificate, children birth certificate (all photocopy)

Provide latest 1 month employment verification letter if permitted to work in Malaysia

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

MM2H: Latest 3 months bank statement with current balance

For business purpose: Provide Letter of Introduction (Form V39A) from Singapore company

Submit on behalf: Provide Letter of Authorization

Malaysia Temporary Employment: Latest 3 months bank statement with current balance

Tourist in Malaysia: Provide a return air ticket to your country of residence

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	City Centre: RM 50 – RM 80 Klang Valley: RM 100 – RM 150 Selangor: RM 180 – RM 250