



**PART I - COURSE INFORMATION (Please use separate sheet if submitting for multiple courses)**

3 Course Provider

4 Course Title

5 Course Code

6

Course Commencement Date

Final Examination / Assessment Date

7 Amount of Training Assistance claimed (S\$)

Training Assistance claimed per Participant  
(Up to 80% of course or assessment fees, before GST)

No of Participant(s)

Total Amount of Training Assistance claimed

**PART II - DETAILS OF PARTICIPANTS (Please use separate sheet if necessary)**

8 Please fill up the particulars of your company's participants (Please use separate sheet if necessary)

S/N	Name of Participant	FIN No.	Work Pass Type (WP/S/E) <i>Note: WP – Work Permit Holder/ S- S Pass/E- Employment Pass</i>
1			
2			
3			
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**PART III - APPLICANT'S DECLARATION**

- 9** Do the above participants have at least 4 years of construction experience in Singapore based on employment record printed via 'Work Permit Online' at MOM's website?  Yes  No
- 10** Have the above participants achieved at least 75% attendance rate?  Yes  No
- 11** Have the above participants passed the examinations or assessments?  Yes  No

We hereby declare that all information and particulars provided in this Claim Form are true, complete and accurate and that we have not withheld or distorted any information or particulars required under Claim Form.

We understand that the Building and Construction Authority (BCA) is entitled to reject this claim or recover from us all amounts disbursed should any of the information herein or accompanying this form is found to be false.

SIGNATURE : \_\_\_\_\_

NAME † : \_\_\_\_\_

DESIGNATION : \_\_\_\_\_

DATE : \_\_\_\_\_

APPLICANT'S STAMP :



† Only the sole proprietor, partner or company director of the applicant, as registered with ACRA, may sign this declaration.

**PART IV – CLAIM DISBURSEMENT**

- 12 Preferred mode of receiving claim disbursement \***  Giro<sup>1</sup>  Cheque

\* Please note that for companies who have an existing GIRO credit account with BCA, funds will automatically be disbursed through GIRO.

<sup>1</sup> Please submit completed GIRO form together with claim submission if you are requesting for GIRO arrangement with BCA for the first time.