

REFERENCE LIST OF DOCUMENTS REQUIRED FOR THE SELECTION EXERCISE

Identification Check (compulsory)

1. Singapore Pink IC/Singapore Blue IC/Passport (for Non Citizen)

Marital Status Check (to submit the following, if any)

2. Marriage Certificate
3. Deed of Separation
4. Decree Nisi, Decree Nisi Absolute or Interim Judgement, Certificate of Making Interim Judgement Final & Order of Court /Divorce Certificate for Muslim Divorce
5. Death Certificate of Spouse

Relationship Check (to submit the following, if any)

6. Order of Court / Custody docs for Muslim
7. Birth Certificate
8. Legal Adoption papers
9. Birth Certificate for siblings relationship
10. Parent's Death Certificate & Marriage Certificate (for Orphan Scheme)

Income Check (to submit the following, if any)

11. For employer person:
As at date of application payslip / latest income letter from employer / latest commission statements / payslips / letter from employer stating past 12 months commissions
12. For self-employed person:
Income tax assessment for past 12 months or Statement of Annual Accounts certified by an audit firm to confirm income for past 12 months & Statutory Declaration to declare average monthly income for past 12 months
13. For unemployed (aged 18 to 62 years old):
Statutory Declaration
14. For students (aged 18 to 62 years old):
Student Pass / Letter from School / College / Institute of Learning

Application for CPF Housing Grant (Compulsory, in accordance to Grant applying)

15. Family Grant:
As at date of application payslip / latest income letter from employer stating date of employment and salary / latest commission statements / payslips / letter from employer stating past 12 months commissions
16. Additional CPF Housing Grant (average gross household income \leq \$5,000):
12 months payslips / CPF statement for employed / income tax assessment for self-employed
17. Family Grant (Married Child Priority Scheme):
 - a. Singapore Pink IC / Singapore Blue IC of Parents/Married Child
 - b. Birth Certificate of Married Child
 - c. Marriage Certificate of Parents/Married Child

Priority Scheme (Compulsory, in accordance to Grant applying)

18. Third Child Priority Scheme (TCP):
Birth Certificates of 3 children
19. Married Child Priority Scheme (MCPS):
 - a. Singapore Pink IC / Singapore Blue IC of Parents/Married Child
 - b. Birth Certificate of Married Child

c. Marriage Certificate of Parents/Married Child

IMPORTANT NOTES:

1. If you are unable to come for selection, you may authorize someone, aged 21 years and above in writing (please state his NRIC number) to select a flat on your behalf. A copy of Standard Authorization Form will be faxed to you on your request. The authorized person must bring along his/her Identity Card, signed Authorization Form and Identity Cards of the Applicants before he/she is allowed to book a flat. If you do not select a flat in this exercise within the specified time or fail to turn up before the scheduled appointment time, your application will be cancelled.
2. Please bring along ALL the necessary documents listed in ANNEX 1 for our assessment of your eligibility.
3. For **HDB LOAN**, you will be required to submit **as at date of application** 3 months payslips / latest income letter from employer stating the latest 3 months gross salary / latest commission 12 months statements / payslips / letter from employer stating past 12 months commissions
4. You can find more details on the development and view the flat availability for the selection exercise via our website www.hoihup.com
5. All payments shall be made payable to "United Overseas Bank for Project Account No. 350-367-875-4 for Hoi Hup Sunway Development Pte Ltd"