

**Appendix B**

JURONG PORT PTE LTD  
37 JURONG PORT ROAD  
SINGAPORE 619110

TO: JURONG PORT PTE LTD

**LETTER OF SPONSORSHIP / UNDERTAKING**

I, \_\_\_\_\_ of ( \_\_\_\_\_ )

hereby declare that:

1. I am sponsoring the following personnel whose details are set out hereunder, to perform \_\_\_\_\_ in Jurong Port (JP) from the period of \_\_\_\_\_ to \_\_\_\_\_

No.	Name	NRIC / FIN No. (Last 4-alphanumeric digit)	Mobile No.	Designation
1.				
2.				

2. The Sponsoring Company (SC) shall be responsible and liable for their sponsored workers and will ensure that SC and workers comply with JP's General Rules & Regulations and all applicable laws.
3. All information declared in this letter is true, correct and complete.

**Employer Signature :** \_\_\_\_\_

**Company Stamp :** \_\_\_\_\_

**Date :** \_\_\_\_\_

Sample Appendix B (Please fill up page above)

[ COMPANY'S LETTERHEAD ]

[DATE]

JURONG PORT PTE LTD  
37 JURONG PORT ROAD  
SINGAPORE 619110

TO: JURONG PORT PTE LTD

**LETTER OF SPONSORSHIP / UNDERTAKING**

I,           (NAME OF EMPLOYER)           of           (NAME OF COMPANY)          

hereby declare that:

1. I am sponsoring the following personnel whose details are set out hereunder, to perform **(DESCRIPTION OF OPERATIONS)** in Jurong Port (JP) from the period of **(START DATE/TIME – DD/MM/YY HH:MM)** to **(END DATE/TIME – DD/MM/YY HH:MM)**.

No.	Name	NRIC / FIN No. (Last 4- alphanumeric digit)	Mobile No.	Designation
1.				
2.				

2. The Sponsoring Company (SC) shall be responsible and liable for their sponsored workers and will ensure that SC and workers comply with JP's General Rules & Regulations and all applicable laws.
3. All information declared in this letter is true, correct and complete.

Employer Signature : \_\_\_\_\_

Company Stamp : \_\_\_\_\_

Date : \_\_\_\_\_