

DECLARATION FORM

This form is for the purpose of child care / KiFAS application and is to be submitted with:

- Form 1 / KF1 – Child Care Enrolment and Subsidy / KiFAS Application
(for Singapore Citizen children during enrolment); or
- Form 2 / KF2 – Subsidy / KiFAS Update and Special Approval Application
(for existing enrolled Singapore Citizen children)

I, _____, NRIC/ FIN/ Passport No.: _____

Address: _____

do solemnly and sincerely declare that:

Please tick the relevant section and complete the details:

Section I: Self-employed Person without IRAS Notice of Assessment (NOA) i.e. annual income of less than \$22,000

(1) I am working as a (pls select accordingly)

Hawker / Food Caterer:

Stall / Company Name: _____.

NEA license / Business registration No.: _____, Effective Date: _____.
(dd/mm/yyyy)

Note: Please provide a copy of the stall owner's NEA licence for verification.

Private Tutor / Babysitter

In the past year, I am rendering / have rendered my services to the following persons:

S/N	Name of child's parent	Child parent's NRIC No.	Mobile Number	Child's Name	Child's BC No.	Commencement Date of Service (dd/mm/yyyy)

Freelancer / Homebased Business e.g. Online business owner / Commodity Broker

In the past year, I am rendering / have rendered my services to the following persons:

S/N	Name of Client	Mobile Number	Commencement Date of Service (dd/mm/yyyy)

Business Owner or Partner:

Company Name: _____.

Business registration No.: _____, Effective Date: _____.
(dd/mm/yyyy)

Others:

Occupation: _____ at _____.
(nature of job) (company name)

Effective Date: _____.
(dd/mm/yyyy)

- (2) I declare that I work at least 56 hours per month (**applicable to main applicant only**).
- (3) My gross monthly income is \$_____.

Section II: Salaried Employee without CPF Contribution e.g. Hawker Assistant

(1) I am working as a _____.
(occupation)

At _____ effective from _____.
(company name) (dd/mm/yyyy)

- (2) I declare that I work at least 56 hours per month (**applicable to main applicant only**).
- (3) My gross monthly income is \$_____.

Note: Please provide a copy of the stall owner's NEA licence for verification.

Section III: Separated from Spouse or Undergoing Divorce

(1) I am not in contact with my spouse since _____
(dd/mm/yyyy)
due to _____
(reason)

(2) My spouse's particulars are as follows:

- Name: _____
- NRIC / Identification no.: _____

(3) I am caring for my child / children whose particulars are as follows:

S/N	Name of Child	Birth Certificate No.

Section IV: Non-Parent Care Giver

(1) I am the primary care-giver for the following child(ren) since _____
(dd/mm/yyyy)

Reason why I am caring for the child(ren) is: _____

(2) The particulars of the child(ren) is/are as follows:

S/N	Name of Child	Birth Certificate No.	Relationship with Child

(3) The above child(ren) is/are residing with me at _____

(address)

Consent and Declaration by Applicant

1. I/We understand that Government of Singapore as represented by the Ministry of Social and Family Development (“MSF”) and the Early Childhood Development Agency (“ECDA”) require my/our personal information and the personal information of my/our family members included in this application for the purpose of assessing and/or re-assessing my/our eligibility for the infant/child care subsidies, Kindergarten Fee Assistance Scheme (“KiFAS”), financial assistance for child care (“CCFA”), Start-Up Grant (“SUG”), KidSTART, and/or other relevant kindergarten, infant or childcare assistance or programmes provided by ECDA or its appointed agencies (“Pre-School Subsidies and/or Programmes”) at any point(s) in time during the period of this consent.
2. I/We hereby consent and agree to the following agencies disclosing to MSF and ECDA my/our personal information and the personal information of my/our family members included in this application, where applicable, to the extent permitted by law, strictly for the purpose specified in paragraph 1:
 - 2.1. The Comptroller of Income Tax disclosing my/our annual employment and/or trade income as assessed by the Inland Revenue Authority of Singapore within the last 2 assessment years;
 - 2.2. The Central Provident Fund (“CPF”) Board disclosing the CPF contributions submitted by my/our employer(s) for the period of 12 months preceding the date of request for information by MSF and ECDA, and any information that can be derived from those CPF contributions;
 - 2.3. The Immigration and Checkpoints Authority disclosing my/our personal information and the personal information of my/our children and family members included in this application form;
 - 2.4. The Registry of Marriages or the Registry of Muslim Marriages disclosing the information related to my/our marital status;
 - 2.5. The Singapore Prison Service disclosing information related to my/our period(s) of incarceration;
 - 2.6. The Ministry of Manpower disclosing information related to my/our work pass validity;
 - 2.7. The Housing & Development Board disclosing information related to my tenancy; and
 - 2.8. MSF disclosing information related to my Comcare Short-To-Medium-Term Assistance or Long-Term Assistance.
3. I/We understand that MSF and ECDA may, without further reference to me/us, collect, share and use my/our personal information and the personal information of my/our children included in this application, to the extent permitted by each of the agencies stated in paragraph 2, for analysis and evaluation to improve and/or make changes to the assistance or programmes specified in paragraph 1, and/or to create new social services or public assistance schemes.
4. I/We further consent for MSF and ECDA to share my/our information and the personal information of my/our children included in this application with ECDA’s appointed agencies for the application of any of the Pre-School Subsidies and/or Programmes, or for outreach and/or service delivery purposes if my/our children is assessed to be eligible for any of the Pre-School Subsidies and/or Programmes.
5. I/We consent and allow the early childhood development centre (the “ECDC”) indicated in this application to apply for any of the Pre-school Subsidies and/or Programmes on my/our behalf.
6. My/Our consent under paragraphs 2 to 4 shall remain valid until:
 - 6.1. One year after my/our child (or where applicable, last child) covered by this consent has withdrawn from the ECDC; or
 - 6.2. I/We withdraw it in writing, whichever is earlier.
7. I/We understand that my/our personal information may still be used for audit purposes for up to one year after my/our consent has expired or been withdrawn in paragraphs 6.1 or 6.2 (as applicable).
8. I/We consent to ECDA releasing my/our particulars included in this application to the Health Promotion Board (“HPB”) for the purpose of my/our children being screened under the health programmes of HPB. My/Our consent shall remain valid until my/our child covered by this consent has withdrawn from the ECDC or I/we withdraw it in writing.
9. I/We acknowledge that it could take up to 15 working days from the date of receipt by ECDA of the request, before any withdrawal of consent at paragraphs 6.2 and 8 takes effect. Consent can be withdrawn by sending an email request to Contact@ecda.gov.sg or by sending a written request to: 51, Cuppage Road, #08-01 Singapore 229469 (attention to: Subsidy Branch).
10. I/We declare that the information provided in this application by me/us is true and I/we furnish it knowing that I/we may be liable to prosecution if I/we have wilfully stated any information which I/we know to be false or misleading or do not believe to be true.
11. I/We understand that the onus is on me/ us to ensure that all information provided is true and accurate. In the event of any false or inaccurate information being submitted to ECDA or MSF, my/our application may be rejected or any prior approval may be withdrawn. In addition, I/we may be required to repay, in full or part, the subsidy and/or financial assistance provided to me/us by the Government.
12. I/We fully understand that the ECDA and MSF will assess our application according to their criteria and have the discretion to determine the amount of subsidy and/or assistance to be granted to me/us. I/ we are aware that if there are any payments made in mistake or error, I/we may be required to return any such payment to the Government.
13. I/We have read and understood this consent form fully. The terms of this consent shall be governed by and construed in accordance with the laws of the Republic of Singapore.

Name and NRIC/FIN/Passport No.

Signature of Declarant

DD / MM / YYYY
Date

Declaration by Licensee / authorised personnel of Early Childhood Development Centre

1. I am [the Licensee / authorised by the Licensee of this Centre] to complete this declaration.
2. I am aware that all information submitted is strictly confidential. The Centre is required to maintain the confidentiality of all such information and records in accordance with law, including the Personal Data Protection Act 2012 and the Early Childhood Development Centres Regulations 2018.
3. I have verified¹ the above information to be true, to the best of my knowledge and belief. I understand that I/our Centre may be liable to prosecution for any information furnished which I know to be false or do not believe to be true. I understand that any part of this application improperly completed may lead to the rejection of the application.

_____	_____	_____
Name of Centre / Kindergarten	Centre Code	Contact No.
_____	_____	DD / MM / YYYY
Name / Designation of Personnel	Signature	Date

¹ Please refer to Section 8 of the Code of Practice for the requirements relating to the administration of subsidy.