



CONCHE DENNIS SAN MIGUEL  
AGILE SOLUTIONS PTE. LTD.  
46 KIM YAM ROAD  
#01-05 THE HERENCIA  
SINGAPORE 239351

14 JUN 2023



(VIA EMAIL)

## Your Employment Pass application is approved

Dear CONCHE DENNIS SAN MIGUEL

We are pleased to inform you that your Employment Pass application has been approved. We look forward to welcoming you to Singapore.

This letter serves as a single journey visa to enter Singapore. You need to show the entire letter to Immigration.

Yours sincerely

PENNY HAN (MRS)  
CONTROLLER OF WORK PASSES

### What happens next?

Please follow these simple steps and get your Employment Pass. There are more detailed instructions on the next page(s).

#### CHECK YOUR DETAILS

Make sure the employment details overleaf are correct. If not, please inform your employer immediately.

#### GET YOUR PASS ISSUED AS SOON AS POSSIBLE

Make sure your employer arranges for your Employment Pass to be issued before 06 Nov 2023. Otherwise, we will withdraw this approval.

#### LEARN ABOUT SINGAPORE

Take some time to find out about our culture.

#### GETTING READY

Think about where you will be living and where to buy the things you will need.

### ⚠ IMPORTANT

- You must comply with the [COVID-19 vaccination](#) requirements in accordance with the following where applicable – the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. If you fail to do so, we may take action against you, including cancelling this approval.
- This letter does not grant you stay in Singapore. You need to ask for your pass to be issued before your visit pass expires.



Check your employment details before you leave:

## Employment details

If you find a problem, please contact your employer straight away

|  |  |  |
|--|--|--|
| YOUR NAME<br><b>CONCHE DENNIS SAN MIGUEL</b> | FIN<br><b>M4347981K</b>                      | DATE OF BIRTH<br><b>01 OCT 1966</b>        |
| TRAVEL DOCUMENT NUMBER<br><b>P8057168B</b>   | NATIONALITY/CITIZENSHIP<br><b>FILIPINO</b>   | SEX<br><b>MALE</b>                         |
| PERIOD GRANTED (MONTHS)<br><b>24</b>         | EMPLOYER<br><b>AGILE SOLUTIONS PTE. LTD.</b> | OCCUPATION<br><b>CONSTRUCTION MANAGER</b>  |
| DATE OF APPLICATION<br><b>04 MAY 2023</b>    | MEDICAL REQUIRED<br><b>DECLARATION</b>       |  |
| BASIC MONTHLY SALARY<br><b>S\$13,000</b>     | + FIXED MONTHLY ALLOWANCE<br><b>S\$6,458</b> | = FIXED MONTHLY SALARY<br><b>S\$19,458</b> |

Your employer has declared that your fixed monthly salary of S\$19,458 will not vary from month to month and shall be paid to you regardless of performance. It does not include overtime, bonus or commission.

Your employer has told us that you will be working at  
190 CLEMENCEAU AVENUE  
#06-08 SINGAPORE SHOPPING CENTRE  
Singapore 239924

## After you arrive

Once you are in Singapore, please get your employer to apply for your Employment Pass to be issued.

Your Employment Pass is important because it allows you to work and stay in Singapore. It can also help you open a bank account or sign lease or service agreements.

Once your employer has asked for your Employment Pass to be issued, check the Notification Letter to see if you need to register your fingerprints and photo.

Please book your appointment as early as possible if you are asked to do so.

### ⚠ IMPORTANT

- These steps must be completed or we will withdraw the approval and you have to leave Singapore.
- Some jobs require professional registration (e.g. medicine, law) or licensing (e.g. massage establishment licensing from Police) to be carried out in Singapore. This approval does not exempt you or your employer from these requirements.

**Have these documents ready when getting the Employment Pass issued:**

- This In-Principle Approval letter.
- Your original passport / travel document.
- The original and completed Declaration Form duly signed by you, local Employer / Sponsor and if applicable, the Third Party user who submitted the Application on behalf of the local employer / sponsor.
- A copy of your current Short-Term Visit Pass (STVP) or SG Arrival Card.

## Learn About Singapore

**Join the Singapore Global Network (SGN)** at <https://go.gov.sg/sgnmom> and gain access to their relocation guides to help prepare you for your move! SGN is part of the Singapore Government that aims to grow Singapore's networks by building meaningful and lasting relationships with family, friends, and fans across the globe. You can also follow them on social media (@singaporeglobalnetwork) or send them an email ([hello@singaporeglobalnetwork.sg](mailto:hello@singaporeglobalnetwork.sg)) to find out more.

**Singapore is a vibrant, multicultural, world-leading city state.**

English is the main spoken language for business, but most people speak at least one other language. Crime rates are very low in Singapore and the law is enforced very strictly.

**⚠ IMPORTANT**

- **Ask for the Employment Pass to be issued first, before you proceed to get your family member's Dependant's or Long-Term Visit Passes issued (if any).**
- **Remember, there are rules in Singapore. You cannot work for another employer in Singapore without applying for a new Work Pass. You must comply with the conditions under the Employment of Foreign Manpower Act. Otherwise, MOM can cancel your Work Pass and you may be prosecuted and sent home.**