

CHANGE OF MONTHLY CONTRIBUTION		
<b>PERSONAL DETAILS ( PLEASE WRITE IN BLOCK)</b>		
NAME OF APPLICANT (as in NRIC):		
STAFF NO.:	CONTACT NO.:	
HOME ADDRESS:		
NAME OF COMPANY:	BASIC SALARY: (please submit latest payslip)	
DEPARTMENT:	LOCATION:	DESIGNATION:
EMAIL ADDRESS:		
<p>I wish to Increase / Decrease my monthly subscription deduction from:</p> <p>\$ _____ to \$ _____ with effect from the month of _____</p>		
<p>Please note that increase of monthly contribution can only be done during the first six months of each year (January to June), contribution shall not exceed 25% of basic salary, or \$750/- whichever is lower. Decrease of monthly contribution could be done at any time but you can only make such changes twice a year. Submission have to be done latest by 20th of the month to take effect from the following month. <b>Application without payslip will NOT be processed.</b></p>		
<p><b>DECLARATION:-</b></p> <p>All Statements made in this declaration are, to the best of my knowledge and belief, correct and complete.</p> <p>I have read and understood the Co-operative's Personal Data Protection Policy. I hereby consent to the Co-operative collecting, using and disclosing my personal data for the purposes set out therein, in particular, to the disclosure of my personal data in accordance with the Personal Data Protection Act.</p>		
<p>_____</p> <p>Applicant's Signature / Date</p>		
<b>FOR OFFICIAL USE ONLY</b>		
<p>Approved at the Committee Meeting held on _____</p>		
<p>Signature of Chairman _____</p>		

Personal Data Protection Policy may be downloaded from [www.stcoop.sg/images/pdpa.pdf](http://www.stcoop.sg/images/pdpa.pdf)