



CPF Account Closure: Leaving Singapore Permanently (Child)

This form may take you 20 minutes to complete.

Form CPF-CA(C) 10/2022

IMPORTANT: This form should be completed by the parent/legal guardian at any CPF Service Centre if you are in Singapore. Please read the Important Notes on Page 5 before completing the application. It is an offence to make any false statement or to produce any document which is false for any purpose in connection with the Central Provident Fund Act (Cap. 36). Please sign against any amendment made. **DO NOT** use correction fluid/tape as it will render this form void. **An incomplete form and/or supporting documents will delay the processing of your application.**

- Please tick here if you are a non-Malaysian / Malaysian leaving Singapore & West Malaysia* permanently
 } *Please tick only 1 box*
- Please tick here if you are a Malaysian residing / going to reside in West Malaysia*

* West Malaysia refers to states in Malaysia except Sabah, Sarawak and Labuan

1 Child's Particulars

Name as in Identification Document (IN BLOCK LETTERS) Date of Birth

_____ |_|_| / |_|_| / |_|_|
D D / M M / Y Y

NRIC/CPF Account No. Identification/Foreign Passport No. Citizenship

2 Applicant's (Parent/Legal Guardian) Particulars

Name as in Identification Document (IN BLOCK LETTERS) Identification/Foreign Passport No.

Contact No. Email Relationship to my Child ▶ *Please tick one*

_____ _____ Father Mother Legal guardian

Overseas Address (if you are a Malaysian residing in West Malaysia, please provide the address shown on your Malaysian Identity Card)

Please attach all required supporting documents, as stated under Important Notes on Page 5.

3 Bank Details and Certification

NOTE: Please provide the parent/legal guardian bank details. The bank account must not be a trust account. No bank certification is required if you have a POSB, DBS, OCBC or UOB account maintained under your Singapore NRIC. The applicant will need to bear all bank charges for telegraphic transfer to an overseas bank account.

Bank's Name

Bank Account No.

► For Telegraphic Transfer only

Recipient's Bank Details

Recipient's Account Name

Recipient Bank's Address

Recipient Bank's SWIFT Code

Additional Bank Details e.g. IBAN, clearing code etc

► Optional

Intermediary Bank Details

Intermediary Bank's Name ► Optional

Intermediary Bank's SWIFT Code ► Optional

For Bank's Use

The Bank certifies that the Bank Account, signature/thumbprint, name and identification number on this form belong to the applicant.

Name of Bank Officer

Date

D D / M M / Y Y

Signature/Thumbprint of Applicant
(Parent/Legal Guardian)

Bank Officer's Signature and Bank's Stamp

Please attach an original bank statement for any amendment made to the Bank Name and/or Account No..

4 Declaration and Agreement

I confirm and declare as follows:

1. I have read the Important Notes as stated on Page 5 and Page 6 of this form. I understand and accept that this application is subject to CPF legislation and policies, and all such terms and conditions that may be imposed from time to time.
2. My Child satisfies all the conditions under (A) or (B) under "Conditions for Account Closure" under Important Notes at Page 5 of this form.
3. I apply to withdraw all the monies standing to my Child's credit in (1) the CPF, (2) my Child's CPF Investment Account, if any; and (3) all my Child's investments under the CPF Investment Scheme-Ordinary Account and CPF Investment Scheme-Special Account, if any.
4. Upon the approval of this application by the Central Provident Fund Board (the "Board"):
 - a. If My Child has participated under the CPF Investment Schemes (CPFIS), the Board will instruct:
 - i. My Child's agent bank to transfer all my Child's CPFIS – Ordinary Account investments and cash balance* to my Child and to close my Child's CPF Investment Account; and/or
 - ii. My Child's product providers to transfer all my Child's CPFIS – Special Account investments* to my Child;

*These investments and cash balance will no longer be protected from any claims by creditors and/or the Official Assignee.

- b. CPF refunds will not be required to be made to my Child's CPF account for CPF monies withdrawn for my Child's existing property (properties), including the accrued interest when my Child disposes of them. My Child will be responsible for informing HDB and/or my Child's lawyers on the above if my Child has an ongoing sale transaction.

3. If my Child is covered under the Dependants' Protection Scheme, my Child's cover will be terminated from the day that my Child ceases to be a Singapore Citizen or Permanent Resident, and any unused premiums will be refunded to my Child.
4. I irrevocably authorise the Board to share my Child's NRIC number and/or other identification number and Bank Account information with the Government and other public sector agencies (including statutory boards) and authorised agents of the Government (collectively, the "the Government and Paying Agencies"), for the purpose of crediting cash payments from the Government and Paying Agencies to my Child using the Bank Account.
5. I also authorise the Board to credit any payment due to my Child:
 - i. under the CPF Act and its subsidiary legislation; and
 - ii. from the Government in respect of which the Board is the administrator, agent or trustee, to the Bank Account.
6. I irrevocably consent to and authorise the Bank, including any officer thereof, to disclose to the Board and the Government and Paying Agencies any information whatsoever relating to me and to the Bank Account as is necessary for the purpose of verifying and making payment to my Bank Account. This consent shall survive the termination of the Bank Account with the Bank and may be relied on and enforced as fully and effectively by the Bank as if it was addressed to the Bank.
7. I understand that the Board, the Government and Paying Agencies have the absolute discretion to decide whether to verify information relating to my Child or my Bank Account. I will not hold the Board, the Government and Paying Agencies responsible if they decide not to perform such verification.

NRIC/CPF Account No.

Date

D	D	/	M	M	/	Y	Y				

*Signature/Thumbprint of Applicant
(Parent/Legal Guardian)*

5 Witness Certification (For Applications Not Completed in CPF Service Centre)

NOTE: Please fill in this section only if you are not completing this form in CPF Service Centre*. The witness must be an official from a Singapore Overseas Mission with his official seal/stamp duly affixed.**

I certify that the applicant had signed the form in my presence.

Name of Witness

Date

D	D	/	M	M	/	Y	Y				

*Signature/Thumbprint of Witness and
Official Seal/Stamp*

* We reserve the rights to reject application and supporting documents not witnessed or certified true in accordance with our requirements.

** Locations of Singapore Overseas Missions can be found at www.mfa.gov.sg.

6 What to Do Next?



Complete and return this form to us by
visiting any CPF Service Centre (please make an appointment at least one working day in advance)
or



mailing it to (if you are not completing this form in CPF Service Centre):
Central Provident Fund Board
238B Thomson Road #08-00 Tower B Novena Square Singapore 307685

For
Help



Call our hotline at
(+65) 6227-1188

OR



Visit our website at
www.cpf.gov.sg

Have you

- read all Important Notes on Page 5 and Page 6?
- filled in all relevant fields?
- signed on Sections 3 and 4?
- attached **all required supporting documents**, as stated under Important Notes on Page 5?
- attached an original bank statement, **if you made any amendment to the Bank Name and/or Account No.?**
- obtained the witness' certification, **if your application is not completed in CPF Service Centre?**

For Board's Use

Accepted and Checked by		<input type="checkbox"/> Revised Mode of Payment (if any): IBG / TT / CHQ Refer to NAC/SUPP/F/dated: _____		
Name:		Date:		
Tax Amount	Authorised by:	Code:	Keyed by:	Verified by:
	Date of Processing:			
Remarks				

Important Notes

Conditions for Account Closure

Your Child must satisfy the conditions under either (A) or (B) to close his/her CPF account and withdraw his/her CPF:

(A) Non-Malaysians / Malaysians leaving Singapore & West Malaysia permanently	(B) Malaysians going to reside/residing in West Malaysia
<ol style="list-style-type: none"> 1. Your Child is a foreigner leaving/has left Singapore and West Malaysia permanently with no intention to reside or work in either country; 2. Your Child has renounced his/her Singapore Citizenship/Permanent Residency; and 3. Your Child is a citizen/permanent resident of a foreign country. 	<ol style="list-style-type: none"> 1. Your Child is a Malaysian citizen leaving/has left Singapore permanently to reside in West Malaysia; 2. Your Child does not hold a valid Singapore Work Permit or Employment Pass; 3. Your Child has renounced his/her Singapore Citizenship/Permanent Residency (if applicable); and 4. Your Child is physically or mentally unable to work permanently as certified by a doctor.

If your application is not completed in person at a CPF Service Centre, **your application and all original supporting documents** (if applicable) must be witnessed and certified true by an official from a Singapore Overseas Mission with his official seal/stamp duly affixed.

Supporting Documents for Account Closure

1) Proof of relationship between your Child and you	<ol style="list-style-type: none"> a. Your Child's birth certificate; or b. Legal documentation of guardianship (including any relevant Court Order) c. Your identification documents
2) Your Child's Passports	<p>Your Child's current & all old passports (used during your Child's employment/residence in Singapore), with pages showing:</p> <ol style="list-style-type: none"> a. Your Child's passport number, full personal particulars, signature and passport expiry date b. the cancellation of long-term pass/dependent pass (if applicable) c. the Singapore Immigration stamp with your Child's NRIC/UIN number, or any other supporting documents (excluding the ICA letter) showing your Child's NRIC/UIN number (e.g. Singapore NRIC, Birth Certificate, Singapore Driving License, marriage certificate, a copy of ICA entry permit – Form 5 or Re-entry permit – Form 7)
3) Identification Documents	<ol style="list-style-type: none"> a. Both sides of your Child's currently valid Malaysian/foreign identity card or citizenship certificate <p><u>For Malaysians who are permanently residing in a foreign country outside of Singapore and West Malaysia:</u></p> <ol style="list-style-type: none"> b. Proof of permanent residency or citizenship in residing country
4) Certification of Name Change (if applicable)	<ol style="list-style-type: none"> a. Deed poll/change of name certificate/marriage certificate if the name in your/your Child's passport/citizenship certificate/bank account differs from that in our records. The document must show clearly your/your Child's original/maiden name and your/your Child's new/married name.
5) Medical Reports (if applicable)	<p>Only applicable for Malaysians applying under medical ground, to provide:</p> <ol style="list-style-type: none"> a. Doctor's medical report stating your Child's current state of health, level of incapacity and inability to work, dated within 6 months of your application.

We may request additional documents/information where necessary, for further verification.

Mode of Payment

1. Payment will be credited into the Bank Account as stated in Section 2 via:
 - a. Interbank GIRO (IBG) for a Singapore bank account; or
 - b. Telegraphic Transfer for an overseas bank account. You will need to ensure that the bank accepts payment in Singapore dollars.
2. Please obtain your bank's certification of your Bank Account information at Section 2 or mail us your original bank statement for verification. Online bank statements are not acceptable. Bank certification is not required for a Singapore POSB, DBS, OCBC or UOB bank account maintained under your Singapore NRIC.
3. If the bank account information is not provided or is incomplete, you will need to bear all bank charges levied in connection with this transaction, including any charges or fees levied for the rejection of any payment should the bank account information be inaccurate.
4. Upon approval of your application, your Child's CPF savings or part thereof will be forwarded to Inland Revenue Authority of Singapore (IRAS) to settle your Child's liabilities (if any).

Service Standards

1. We will require 7 weeks of processing time once we receive your application, on condition that all supporting documents/information are complete and in order. This excludes the time taken for transmission of funds, which is estimated as follows:
 - a. IBG: 2 working days
 - b. Telegraphic Transfer: 5 to 12 working days