

## **PREPARATION NOTES ON RENEWAL APPLICATION FOR ADVERTISEMENT & SALES PROMOTION PERMIT**

1. This online form may take you 10 minutes to complete.
2. You may need the following information/item(s) to fill the form:
  - 1) For company who first apply license with HSA, you are required to register with [cris@hsa](mailto:cris@hsa).
  - 2) You will require a [Corppass](#) or [HSA Pin](#) to login the system for authentication and authorization.
3. Mode of payment
  - GIRO
  - Credit Card / Debit Card

GIRO requires pre-registration. The registration process will take around 3 to 4 weeks after the submission of the application form.

For GIRO registration, applicant will need to submit the GIRO application form to HSA Finance department, please download the form [here](#).

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### **Application Form**

#### **Part One – Permit Summary**

The permit number, effective and expiry dates will be displayed for your information.

#### **Part Two – Company Particulars**

The company details will be displayed for your information.

#### **Part Three – Applicant Particulars**

This section requires

- 1) Applicant Name,
- 2) Applicant NRIC/Fin
- 3) Designation
- 4) Contact number and preferred contact mode

#### **Part Three – Permit Duration**

The renewal duration will be displayed for your information.