

PREPARATION NOTES ON RENEWAL APPLICATION FOR ADVERTISEMENT & SALES PROMOTION PERMIT

1. This online form may take you 10 minutes to complete.

The time taken varies depending on the configurations of your computer and network system, Internet performance etc. The recommended computer and network configurations and network configurations can be found [here](#).

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.
- 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](#).

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.