

PREPARATION NOTES ON TRANSFER APPLICATION FOR ADVERTISEMENT & SALES PROMOTION PERMIT

1. This online form may take you 15 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

No payment is required for this application. Payment shall be made by the new licensee.

Application Form

Part one – New Licensee Registration Information

This section requires

- 1) New Licensee's valid Email address
- 2) New Licensee's Company
- 3) Unique Entity Number (UEN)

Part Two – Company Particulars (Existing Licensee)

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 Details like Telephone/Fax/Handphone Number and E-mail Address

Part Four – Transfer Details

This section requires the applicant to search, select and add permits to be transferred to the new licensee.