

Introduction

- The Class 2 Social Service Agency (SSA) Label allows SSA-registered vehicles to park temporarily at accessible parking lots for up to 60 minutes for the purpose of assisting passengers with mobility impairment to alight or board the vehicles.
- Only **one** non-transferable label will be issued to each SSA-registered vehicle.
- Visit www.enablingguide.sg -> I'm Looking For Disability Support -> Transport -> Car Park Label Scheme for more information.

Instructions to SSA:

1. To apply for the Class 2 Social Service Agency (SSA) Label, the SSA must be i) registered as a NCSS Member (www.ncss.gov.sg) or ii) registered with Institutions of a Public Character (IPC) or iii) providing dedicated transport to Passengers with Mobility Impairment
2. You are to submit Part 2 of this application form.
3. The information provided must be accurate as of the date of submission.
4. You are required to submit the following documents for your SSA application.

List of Documents	Type of Application		
	New	Renewal	Label Replacement
Class 2 SSA Application Form	✓	✓	✓
Copy of SSA Unique Entity Number (UEN)	✓	To submit if there is any changes from the last application (e.g. Change in UEN etc)	
Copy (or Copies) of the Vehicle Registration Details	✓		

5. SSA may submit label renewal if the SSA-registered vehicles **with** a Class 2 SSA Label:
 - a. has expired, or
 - b. is expiring within 3 months
6. For label renewal, kindly ensure that the vehicles listed in the application form shares the same label expiry date.
7. Complete this application form and email together with the supporting documents (**in one attachment**) to carparklabels@sgenable.sg

IMPORTANT NOTES

- To avoid delay in your application, please check that you have all the information and documents we requested on Part 1 of the form.
- Complete this application form and email together with the supporting documents **(in one attachment)** to carparklabels@sgenable.sg

A. APPLICATION TYPE (PLEASE SELECT ONE OF THE FOLLOWING)

☐ New	☐ Label Renewal For existing label which: a) has expired, or b) is expiring within 3 months <i>Note: Please ensure that vehicles listed in this application shares the same label expiry's date.</i>	☐ Label Replacement
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B. SOCIAL SERVICE AGENCY (SSA)'S PARTICULARS

Name of Agency:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr> <tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr> </table>																																																						
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Note: Approved labels will be mailed to the Centre's address listed above.

C. CONTACT PERSON PARTICULARS

[illegible]

D. VEHICLE INFORMATION

Note: Any existing SSA-registered vehicle(s) sharing the same label expiry date as below but not declared in this renewal application **will be deemed withdrawn and void immediately.**

Vehicle Number 1:		OBU Number:	
Vehicle Number 2:		OBU Number:	
Vehicle Number 3:		OBU Number:	
Vehicle Number 4:		OBU Number:	
Vehicle Number 5:		OBU Number:	
Vehicle Number 6:		OBU Number:	
Vehicle Number 7:		OBU Number:	
Vehicle Number 8:		OBU Number:	
Vehicle Number 9:		OBU Number:	
Vehicle Number 10:		OBU Number:	

E. DECLARATION AND CONSENT

By using the services offered by SG Enable and by providing or making available our or our clients' personal information and such other information about us or our clients to SG Enable and/or MSF and continuing to do all of the above, we represent and warrant that:

1. The information given in this application is true and correct to the best of our knowledge and those of each of our individual clients and contains all relevant information and matters that ought to be disclosed by us to SG Enable whether for ourselves or for our clients.
2. We and each of our clients have read and understood all of the provisions herein and we hereby represent that we have been duly authorised by and have the requisite authority to make the application, execute such documents and do all necessary acts including the disclosure of such personal information, on our clients' or our organisation's behalf and that each of our clients has given their consent for SG Enable and/or MSF to use their personal data including but not limited to names, NRICs, contact numbers, mailing and email addresses as well as other information for the purposes of the programme run by SG Enable as well as any applicable supplementary programmes at SG Enable's discretion and the purposes that are set out in SG Enable's Privacy Policy which can be found on its website at <https://www.sgenable.sg> as well as MSF's Privacy Statement which can be found on its website at <http://www.msf.gov.sg> and each of them shall provide their consent in favour of SGE Enable and/ or MSF in relation to the above.
3. We and each of our clients are aware that SG Enable has the complete and sole discretion in considering our or our clients' eligibility for the programme in question and SG Enable may without providing any reasons or explanations, revoke its approval of any application by us at any time without prior notice and such decisions and acts or omissions of SG Enable shall be conclusive, final and binding on us or our clients including such right on the part of SG Enable to recover in full any subsidy disbursed to us arising from this application if we or any of our clients have provided inaccurate information, or withheld any relevant information required for this application.
4. We and each of our clients understand that SG Enable and/or MSF will take all reasonable measures to protect our and our clients' information from unauthorised access or against loss, misuse or alteration by third parties.
5. We agree that in no event will SG Enable and/or MSF be liable to us or our clients for any losses or damages, loss of income, profit or savings or indirect, incidental, special, consequential, or punitive damages arising from or in connection with our application.
6. We and each of our clients have been advised that we may withdraw our consent to SG Enable and/or MSF in respect of the use of our personal data by providing such reasonable notice to SG Enable and/or MSF as well as to direct any queries we may have, including any request to delete data which have been obtained from them or from third parties or to opt out of any messages, emails, newsletters or other marketing or promotional materials to us or our clients, to the designated person, email or contact persons as indicated in SG Enable's Privacy Policy or MSF's Privacy Statement.
7. Being the person disclosing the information and making the application for the purposes as set out above or being duly authorised by such persons disclosing the information and making the application for the purposes as set out above, hereby agree to the above.

Name & Signature of
Head of Agency / Centre /
Programme / Home

Agency Stamp

Date