

## No-Pay Leave or Retirement Notification Form

**Statement under section 25(5) of Insurance Act, Cap. 142 (or any future amendments to it)**

You must reveal all facts you know, or ought to know, which may affect the insurance cover you are applying for.  
Otherwise, the insurance policy may not be valid.

### For Public Officers Group Insurance Scheme (POGIS)

Please fill in and send this form to Group Business – Affinity Schemes, Income Centre, 75 Bras Basah Road, Singapore 189557.

Name (as shown in NRIC)	NRIC number or FIN
	Policy number

For change of address and contact number, please login to me@income or download the Change of Personal Particulars Form from [www.income.com.sg](http://www.income.com.sg) and email the completed form to csquery@income.com.sg.

No-pay leave

Period of no-pay leave from	
Start date (dd/mm/yyyy)	End date (dd/mm/yyyy)
For PUB (Johor employees only), TOTE Board and NParks employees, please fill in the following details:	
Total premium payable during period of no-pay leave	Premium deduction from salary will resume from (dd/mm/yyyy)

Retirement     
  Special Resignation Scheme     
  Special Gratuity Scheme

Effective retirement date or last day of service (dd/mm/yyyy):
For PUB (Johor employees only), TOTE Board and NParks employees, please fill in the following details:
Final premium deduction date (dd/mm/yyyy) _____ being premium payment for (mm/yyyy) _____

Signed by \_\_\_\_\_  
Your signature

\_\_\_\_\_  
Date (dd/mmm/yyyy)

Endorsed by \_\_\_\_\_  
Name of human resource administrator

\_\_\_\_\_  
Date (dd/mmm/yyyy)

Name of company and stamp \_\_\_\_\_