

**CHECKLIST FOR EMPLOYMENT PASS (EP) APPEAL**

COMPANY : \_\_\_\_\_

ROC NO : \_\_\_\_\_

EXPATRIATE NAME : \_\_\_\_\_

PASSPORT NO. : \_\_\_\_\_

NATIONALITY : \_\_\_\_\_

NO	ITEM	CHECKLIST
<b>COMPANY APPEAL LETTER</b>		
1	JUSTIFICATION FOR APPEAL	
2	SIGNED BY ENDORSER IN LOU (MANDATORY)	
<b>SUPPORTING DOCUMENTS</b>		
3	PASSPORT COPY (ID PAGE, CURRENT VALID PASS, ENTRY STAMP)	
4	OTHER DOCUMENTS RELEVANT TO JUSTIFY THE APPEAL AND REQUIREMENT FOR APPLICANT ( <i>i.e. relevant contracts, lists of clients etc. – if the documents are not submitted online</i> )	
<b>SUBMISSION OFFICER DETAILS:</b>  <b>SUBMISSION OFFICER IN LOU: YES / NO</b>  NAME : _____  IC / PASSPORT NO : _____  SIGNATURE : _____  DATE : _____		
5	COPY OF SUBMISSION OFFICER MYKAD/ PASSPORT	

**RECEIVED STAMP:**