

The Class 2 Social Service Agency (SSA) Label allows SSA<sup>1</sup> 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.

<sup>1</sup>SSAs must be registered under the List of NCSS Members.

Visit [www.sgenable.sg](http://www.sgenable.sg) -> Schemes -> Accessibility -> Car Park Label Scheme -> For Registered SSAs providing dedicated transport to Passengers with Mobility Impairment (Class 2 SSA Label) for more information.

<b>A. APPLICATION TYPE – NEW APPLICATION</b>
For SSA-registered vehicles <b>without</b> a Class 2 Social Service Agency (SSA) Label
<b>Required Documents:</b>
<ol style="list-style-type: none"> <li>Copy of <b>SSA Unique Entity Number (UEN)</b></li> <li>Copy (or Copies) of the <b>Vehicle Registration Details</b></li> </ol>

<b>B. SOCIAL SERVICE AGENCY (SSA)'S PARTICULARS</b>			
Name of Agency:	<input type="text"/>		
Name of Centre:	<input type="text"/>		
Unique Entity Number (UEN):	<input type="text"/>		
Postal Code: (Centre)	S <input type="text"/>	Unit Number:	# <input type="text"/> - <input type="text"/>
		(#0-0 if there is no unit number)	
Name of Contact Staff:	<input type="text"/>		
Identification Number:	<input type="text"/>	Identification Type:	<input type="checkbox"/> NRIC – Singapore Citizen, Permanent Resident <input type="checkbox"/> Foreign Identification Number
Designation:	<input type="text"/>		
Contact Number:	<input type="text"/>		
Email:	<input type="text"/>		

<b>C. VEHICLE INFORMATION (UP TO 10 NEW VEHICLES MAY BE REGISTERED)</b>			
Vehicle Number 1:	<input type="text"/>	Vehicle Number 2:	<input type="text"/>
Vehicle Number 3:	<input type="text"/>	Vehicle Number 4:	<input type="text"/>
Vehicle Number 5:	<input type="text"/>	Vehicle Number 6:	<input type="text"/>
Vehicle Number 7:	<input type="text"/>	Vehicle Number 8:	<input type="text"/>
Vehicle Number 9:	<input type="text"/>	Vehicle Number 10:	<input type="text"/>

**D. 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

\_\_\_\_\_  
Agency Stamp

\_\_\_\_\_  
Date

**IMPORTANT: THE EXPECTED PROCESSING TIME IS ABOUT 15 WORK DAYS UPON COMPLETE SUBMISSION. TO AVOID DELAY IN YOUR APPLICATION, PLEASE CHECK THAT YOU HAVE ALL THE INFORMATION AND DOCUMENTS WE REQUESTED IN SECTION A.**

**SUBMISSION:**



Complete this application form and email together with the supporting documents **(in one attachment)** to [carparklabels@sgenable.sg](mailto:carparklabels@sgenable.sg)



Complete this application form and mail to **SG Enable – Car Park Label Scheme**  
**20 Lengkok Bahru #01-01**  
**Singapore 159053**

