

## ABSENCE OF PARENTS FROM SINGAPORE

1. Inform the school Principal in writing.
2. Assign an emergency contact for the period of absence, to be contacted in the event of an emergency, and who will have the power to make decisions on your behalf.
3. These individuals must a letter of authorization, written in English, which is absolutely necessary vis-à-vis the Singaporean authorities.

### TO WHOM IT MAY CONCERN

We the undersigned father..... Passport n° .....

..... Fin n°.....

And the mother..... Passport n°.....

..... Fin n°.....

Of..... Passport n°.....

..... Fin n°.....

In class of .....

Give to Mr/Mrs ..... Passport n°.....

..... Fin n° .....

Staying at: .....

.....

Phone number .....

Full responsibility to act on our behalf and make, if required, any medical and surgical decision with regard to our child/children when we are out of Singapore.

From ..... To .....

Singapore (date and signature)

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