



## REQUEST FOR REFUND OF HAJ REGISTRATION FEE

### **IMPORTANT NOTES:**

- This form has 5 parts and may take you 10 - 15 minutes to complete them
- Email the scanned completed form with all mandatory attachments to **haj@muiss.gov.sg**
- We will process the application upon receipt of your complete submission
- All fields marked with \* are mandatory

### **PART 1: PARTICULARS OF APPLICANT REQUESTING FOR REFUND**

|                         |                 |
|-------------------------|-----------------|
| *Name (as per in NRIC): | *NRIC Number:   |
| Home Telephone Number:  | *Mobile Number: |
| *Mailing Address:       | *Email Address: |

### **PART 2: STATUS OF APPLICANT (PLEASE TICK ✓ ONE BOX ONLY)**

|   |  |
|---|--|
| <input type="checkbox"/> Haj Registrant                         |  |
| <input type="checkbox"/> Next of Kin of Haj Registrant          | <i>*Please provide details of Haj Registrant:</i><br>Name :<br>NRIC No:<br>Relationship to Haj Registrant: |
| <input type="checkbox"/> Next of Kin of Deceased Haj Registrant | <i>*Please provide details of Haj Registrant:</i><br>Name :<br>NRIC No:<br>Relationship to Haj Registrant: |

### **PART 3: MODE OF REFUND (PLEASE TICK ✓ ONE BOX ONLY)**

- Donate to Baitulmal
- Bank Transfer



**PART 4: CHECKLIST OF SUPPORTING DOCUMENTS (TO BE SUBMITTED WITH THE FORM)**

|   |
|---|
| <p><b>a) For Haj Registrant Requesting for Refund</b></p> <ul style="list-style-type: none"><li>▪ Copy of NRIC (<i>front &amp; back</i>)</li><li>▪ Copy of Bank Statement (<i>clearly shows the Name, Account Number, Bank Name and Branch Code</i>)</li></ul> <p><b>b) For Next of Kin of Haj Registrant Requesting for Refund</b></p> <ul style="list-style-type: none"><li>▪ Copy of NRIC (<i>front &amp; back</i>)</li><li>▪ Copy of Bank Statement (<i>clearly shows the Name, Account Number, Bank Name and Branch Code</i>)</li><li>▪ Copy of Proof of relationship to Haj Registrant (<i>e.g. Marriage or Birth Certificate</i>)</li><li>▪ Letter of Authorisation to Act on Behalf of Haj Registrant</li></ul> <p><b>c) For Next of Kin of Deceased Haj Registrant Requesting for Refund</b></p> <ul style="list-style-type: none"><li>▪ Copy of NRIC (<i>front &amp; back</i>)</li><li>▪ Copy of Bank Statement (<i>clearly shows the Name, Account Number, Bank Name and Branch Code</i>)</li><li>▪ Copy of Proof of relationship to Deceased Haj Registrant (<i>e.g. Marriage or Birth Certificate</i>)</li><li>▪ Copy of Deceased Haj Registrant's Death Certificate</li></ul> |
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**PART 5: ACKNOWLEDGEMENT**

- a) I confirm the information provided above is complete and true.
- b) I acknowledge that the request for refund is made under Rule 2D (3) of the Administration of Muslim Law (Haj) Rules.
- c) I hereby authorise the Government and Statutory Boards to credit payments due to me to the above account. Amounts so credited would constitute valid discharge of obligations due to me.
- d) This authorisation shall continue to be in force until I have notified you in writing.
- e) I hereby request and authorise the Government and Statutory Boards to obtain confirmation / verification of information relating to me and/or to my account(s) from / with the bank where the Account is maintained as stated in the form.
- f) In consideration of the Government and Statutory Boards acceding to my said request and in consideration of the Bank confirming/verifying such information pursuant to the said request, I irrevocably consent to and authorise the Bank, including any officer thereof, to disclose any information whatsoever relating to me and to the Account as is necessary for the sole purpose of account validation and agree that such authorisation shall survive any termination of the Account. I agree that this consent shall survive the termination of any of the Account with the Bank and may be relied on and enforced as fully and effectively by the Bank as if it is addressed to the Bank.

\_\_\_\_\_  
**Signature of Applicant** \_\_\_\_\_  
**Date**

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**FOR MUIS USE ONLY**

- Information is complete and verified
- Normal refund    UMW    Deceased
- Request for refund rejected (Reason: \_\_\_\_\_)

\_\_\_\_\_  
**Haj Officer, Haj Services Strategic Unit** \_\_\_\_\_  
**Date**