



Singapore Post Limited
Sales & Marketing
10 Eunos Road 8
Singapore Post Centre
Singapore 408600
Tel: (65) 6845 8000
Fax: (65) 6842 4879
(Reg. No. 199201623M)

Postage Paid Impression (PPI) and Business Reply Service (BRS) Application Form

SingPost Contact Person:

A. PARTICULARS

Company's Name & Address		Company/ Business	
Singapore ()		Registration No: _____ <i>(Please attach copy of the latest Business registration Certificate for verification)</i>	
Nature/ Type of Business:		Personal Identification <i>(for BRS applicants under personal name only)</i>	
Industry Classification Code: _____ <i>(Please see overleaf)</i>		NRIC No. _____ <i>(Please attach a copy of NRIC for verification)</i>	
Customer Contact Name: <i>*(Dr/ Mr/ Miss/ Mrs/ Mdm/ Ms)</i>		Customer Designation:	Department/ Division:
Customer Email:		Customer Contact No.: Office: Mobile:	Customer Fax No.:

B. SERVICES REQUIRED (Please mark 'X' in box where appropriate)

POSTAGE PAID IMPRESSION (PPI)

Frequency of Posting
* Daily / Monthly / Quarterly / Others: _____

Estimated Volume of Posting
(Minimum quantity must be 300 pieces or an administrative fee will be levied)

BUSINESS REPLY SERVICE (BRS)

Operation Address (to be printed in the BRS envelopes only)
User has to collect the mail personally at the Post Office during operating hours if it is P.O. Box address

Payment Required
Non refundable annual account maintenance fee of **S\$114.29**
(Exclusive of GST and subject to prevailing GST)

C. CONFIRMATION OF SERVICES

- 1) We/ I hereby certify that the above particulars are true and correct.
- 2) We/ I have read the General Terms and Conditions and PPI & BRS Terms and Conditions and agree to abide by them.
- 3) We/ I agree that upon acceptance of this order form, this document shall constitute a fully binding agreement between ourselves/ myself and SingPost.

Authorised Customer's Signature

Date

Company's Stamp

Note : Please allow one week for processing.
: PPI service are available to Singapore registered companies only.

FOR OFFICIAL USE

Processing Officer's Name	Signature	Date
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* Delete whichever is inapplicable.

INDUSTRY CLASSIFICATION

Communications/Logistics		Property	
Code		Code	
TPT01	Warehousing & Logistics	PRO01	Property Developers / Agents
TPT02	Telecommunications & Post		
TPT03	Transport - Air		
TPT04	Transport - Land		
TPT05	Transport - Marine		
Construction		Retail	
Code		Code	
CON01	Fittings / Fixtures	RET01	Apparel & Personal Effects
CON02	General Construction Activities	RET02	Appliances / Articles & Equipment
CON03	Structural / Mechanical Engineering	RET03	Furniture & Furnishings
		RET04	Medicinal / Pharmaceutical Products
		RET05	Retail- Others
		RET06	Office Apparatus / Computer & Related Accessories
		RET07	Transport Equipment & Accessories
		RET08	e-tailers
Finance		Service	
Code		Code	
FIN01	Banking Services	SVC01	Advert
FIN02	Finance Services	SVC02	Comp
FIN03	Insurance / Re-insurance Services	SVC03	Consu
FIN04	Investment & Stock Brokering	SVC04	Educa
FIN05	Finance - Others	SVC05	IT
		SVC06	Entert
		SVC07	Health
		SVC08	Printin
		SVC09	Servic
		SVC10	Optical Related
		SVC11	Travel Agencies
		SVC12	Events & Exhibition Organisers
Government		Utilities	
Code		Code	
GOV01	Ministries	UTL01	Electricity / Gas / Water
GOV03	Statutory Board		
GOV04	Town Councils & CCCs		
GOV05	Police Stations & NPP		
GOV06	Hospitals		
GOV07	Polyclinics		
GOV08	Community Clubs/Centres		
GOV09	Education (Pri/ Sec/ JC/ Poly/U)		
Holdings		Wholesale	
Code		Code	
HLD01	Investment / Holding Activities	WHO0	Agricultural Produce
		WHO0	Apparel & Personal Effects
		WHO0	Chemicals & Chemical Products
		WHO0	Construction Materials, Hardware / Plumbing
		WHO0	Electrical & Electronic
		WHO0	Food & Beverages
		WHO0	Furniture & Furnishings
		WHO0	Wholesale- Others
		WHO0	Machinery & Equipment
		WHO1	Medicinal / Pharmaceuticals Products
		WHO1	Solid / Liquid / Gaseous Fuels and Related
		WHO1	Office Apparatus / Computers
		WHO1	Transport Equipment & Accessories
		WHO1	Wood & Paper Products
Hospitality		Others	
Code		Code	
HOT01	Hotels / Restaurants / Country Clubs	OTH01	Accounting Firms
		OTH02	Law Firms
		OTH03	Societies, Clubs & Non-Profit Organisations
		OTH04	Foreign Entity / Consulate
		OTH05	Religious Organisations
Manufacturing			
Code			
MFG01	Apparel & Personal Effects		
MFG02	Chemical & Chemical Products		
MFG03	Electrical & Electronic Products		
MFG04	Food & Beverages		
MFG05	Machinery & Equipment		
MFG06	Metal & Fabricated Metal		
MFG07	Non- metallic Mineral Products		
MFG08	Precision Instruments		
MFG09	Rubber & Plastic		
MFG10	Tobacco		
MFG11	Transport Equipment & Accessories		
MFG12	Manufacturing- Others		
MFG13	Wood & Paper Products		
MFG14	Furniture & Furnishings		