



Association of Employment Agencies (Singapore)

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APPENDIX A

COMPLAINT FORM

COMPLAINANT INFORMATION		
Name:	NRIC / Passport:	
Mailing Address:		
Tel:	Hp:	Email:
YOUR COMPLAINT IS AGAINST		
Name of Employment Agency:		
Business Address:		
Contact Details:		
YOUR COMPLAINT IS ABOUT		
Enter information regarding your complaint. Be sure to include all relevant facts. List each event in the order in which it occurred, include the date of occurrence. Indicate any actions that you have taken to resolve the issue. Attach additional sheets if necessary.		
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DECLARATION BY COMPLAINANT		
<p>I, the above-named complainant, hereby agree to and undertake to abide by the Procedures governing complaints against members of the Association of Employment Agencies (Singapore). I have attached / provided all relevant documents, information and details in connection with this complaint. I herewith agree and accept the facts that I shall not hold AEA(S) liable for any unsuccessful claims, compensation, reimbursement, act or omission in connection with my complaint.</p> <p>I hereby attach payment of the registration fee of S\$50 in cash / cheque _____ made payable to "AEA(S)".</p> <hr/>		
SIGNATURE & DATE		