

APPLICATION FOR AMENDMENT OF BUS SERVICE ROUTE/OPERATING DETAILS

You may take about 15 minutes to complete this form. You will need the following information to fill in the form:

- Licence number;
- Name of bus service; and
- Name of road(s) and bus stop code number(s).

You can submit the application via post or deposit to drop box no. 1 at LTA Customer Service Centre, Level 1, 10 Sin Ming Drive, Singapore 575701.

Our operating hours are as follows:

Mon – Fri : 8.00am to 4.30pm

Sat: 8.00am to 12.00pm

Closed on Sundays and Public Holidays

Please note the following:

- Supporting documents, e.g. a map clearly showing both the current and proposed routes and/or all stopping point(s) and pictures of the stopping point(s) which is/are part of the premises of the developments or along the road(s).
- The Land Transport Authority reserves the right to amend or reject the application.
- Upon approval of the amendment, a cheque or cashier's order for the amendment fee of \$10 is to be made payable to the Land Transport Authority.

The licensee must ensure that there is adequate publicity to inform the passengers of the changes. The licensee must publicise the changes to the bus service at least two weeks before the date of change.

Please be advised that the processing time for the application is at least one month.

Section A – Particulars of Licensee

Name of Licensee:		UEN:	
Address:			
Licence No.:			
Name of Bus Service:			
Name of Contact Person:		Designation:	
Contact Details:	(Office Tel)	(HP)	(Email Address)

Section B – Proposed Amendment(s) for Route(s) and Stopping Point(s)

	Direction 1	Direction 2
Proposed Route(s) Please list all road names, including those with no stopping points. Non-stop sector are to be indicated in brackets. Example: Scotts Road, Orchard Road, Bras Basah Road, Prinsep Street, (Selegie Road), Serangoon Road, (Lavender Street) and Kallang Bahru		
Proposed Bus Stopping Point(s) Please list all road names, bus stop description and bus stop code numbers. For other stopping point along a road (non-bus stop), please provide the GPS co-ordinates. Please furnish the details clearly on additional sheet(s) of paper if the space in the form is insufficient. Example: 1. Driveway of Hyatt Hotel, along Scotts Road 2. Bus stop in front of Lucky Plaza, along Orchard Road, bus stop no. 09048 3. Bus stop opposite Ngee Ann City, along Orchard Turn, bus stop no. 09011 4. Outside LTA along Sin Ming Drive, GPS co-ordinates - 1.355975, 103.836603	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.

Section C – Proposed Amendment(s) to Operating Hours						
Proposed Operating Hour(s) List in 24-hour format	Direction 1			Direction 2		
	First Bus (Example: 0900hours)	Last Bus (Example: 0900hours)		First Bus (Example: 0900hours)	Last Bus (Example: 0900hours)	
Mon - Fri						
Sat						
Sun & Public Holidays						
Section D – Proposed Amendment(s) to Headway (Service Frequency/Time Interval between Trips)						
Proposed Headway List in 24-hour format	Start Time (Example: 0900hours)	End Time (Example: 1700hours)	Headway Range (minutes) (Example: 3 to 20 minutes)			
Mon – Fri	AM Peak					
	PM Peak					
	Off Peak					
Sat	AM Peak					
	PM Peak					
	Off Peak					
Sun & Public Holidays	AM Peak					
	PM Peak					
Section E – Proposed Amendment(s) to Bus Fleet						
Type of Bus	Aircon			Non-aircon		
	No. of Buses	Seating Capacity	Standing Capacity	No. of Buses	Seating Capacity	Standing Capacity
Section F – Other Proposed Amendment(s)						
Section G – Reason(s) for Amendment(s)						
Section H – Declaration by Licensee						
<p>I, _____, of _____ for and on behalf of _____</p> <p>(Name of Authorised Person) (*NRIC/Work Permit/Passport No.) (Name of Licensee)</p> <p>hereby declare that the particulars furnished in this application and other supporting documents are true and correct to the best of my knowledge.</p>						
_____		_____			_____	
Name of Authorised Person		Signature of Authorised Person			Date	
* NRIC No. for Singaporeans/Singapore PRs and Work Permit /Passport No. for others						