

FINANCIAL ASSISTANCE PACKAGE

The basic financial assistance given to existing small bus owners allows owners to choose whether to retrofit their existing buses with seat belts or to replace their bus with a new bus. They can choose to either get a new small bus with approved seat belts or a new big bus which does not require seat belts¹.

Basic Assistance Package

A basic assistance package of \$4,000 per bus will be given for retrofitting/replacement during the first four years. This will be reduced to \$3,000 in the fifth year to encourage bus owners to retrofit early. The financial assistance schedule is as follows:

Retrofitted / Replaced in:				
Year 1	Year 2	Year 3	Year 4	Year 5
<i>16 Oct '08 - 31 Dec '09</i>	<i>1 Jan '10 - 31 Dec '10</i>	<i>1 Jan '11 - 31 Dec '11</i>	<i>1 Jan '12 - 31 Dec '12</i>	<i>1 Jan '13 - 31 Dec '13</i>
\$4,000	\$4,000	\$4,000	\$4,000	\$3,000

How to claim basic assistance package

Retrofitted buses. Bus owners do not have to submit a claim. The LTA will automatically process the reimbursement once it is notified by the Vehicle Inspection Centre that buses are properly installed with forward-facing seats and retractable three-point seat belts.

Bus owners will only need to pay the workshop the cost of the retrofitting, minus \$2,000. The LTA will pay the first \$2,000 directly to the workshop. The LTA will send the remaining \$2,000 to bus owners within 21 days, after it is notified by the Vehicle Inspection Centre. This is how the reimbursement will work:

Assuming the retrofitting costs comes up to \$4,200:

1. Bus owner sends small bus to LTA-approved workshop for retrofitting
2. Retrofitting works cost \$4,200
3. Bus owner pays workshop \$2,200 (\$4,200-\$2,000)
4. After retrofitting, bus is sent to Vehicle Inspection Centre for checking
5. Vehicle Inspection Centre approves work and notifies LTA
6. LTA sends bus owner \$2,000 within 21 days of notification by centre
7. LTA pays \$2,000 to workshop.

¹ The existing small bus must be de-registered, and the replacement bus registered within three months.

Assuming retrofitting costs come up to \$1,800:

1. Bus owner sends small bus to LTA-approved workshop for retrofitting
2. Retrofitting works cost \$1,800
3. After retrofitting, bus is sent to Vehicle Inspection Centre for checking
4. Vehicle Inspection Centre approves work and notifies LTA
5. LTA sends bus owner \$2,000 within 21 days of notification by centre
6. LTA pays \$2,000 to workshop.
7. Workshop reimburses bus owner the balance of \$200.

Replacement buses. Upon registering a new bus, bus owners are required to complete and submit a Claim Form. You can get the form from LTA's office at 10 Sin Ming Drive, Singapore 575701 or online at <http://www.lta.gov.sg>. The deadline for application is 30 June 2012 for school buses, and 30 June 2014 for other buses.

Additional Assistance for Small School Buses

Some small school buses that are scheduled for retrofitting earlier may be more financially affected because they now carry fewer passengers after the retrofitting. To help them, the Government will provide one-off additional assistance. The financial assistance is as shown:

Additional assistance to school bus owners based on retrofitting schedule (one-off payment)

Retrofitted in Year 1	Retrofitted in Year 2	Retrofitted in Year 3
<i>16 Oct '08 - 31 Dec '09</i>	<i>1 Jan '10 - 31 Dec '10</i>	<i>1 Jan '11 - 31 Dec '11</i>
\$3,000	\$2,000	\$1,000

How to claim additional assistance for small school buses:

The additional financial assistance will only be given to bus owners 12 months from the date of retrofitting or replacement. The assistance will only be given if the bus is used to transport school children in the 12-month period after the retrofitting or replacement.

To qualify for this financial assistance, bus owners have to produce a letter from the school, kindergarten or childcare centre certifying that their buses have been transporting school children in the previous 12 months.

To make a claim, bus owners are required to complete and submit a Claim Form. You can get the form from LTA's office at 10 Sin Ming Drive, Singapore 575701 or online at <http://www.lta.gov.sg>). The deadline for application is 30 June 2013.

Additional Assistance for Booster Seats

Children who are not tall enough to wear three-point seat belts properly should use booster seats. To offset the cost of buying booster seats, an additional one-off financial assistance of \$1,000 will be given to bus owners who ferry children below 8 years old*/ the height of 1.35m** to and from schools, kindergartens or childcare centres.

Additional assistance to small school bus owners that ferry children below 8 years old*/ the height of 1.35m (one-off payment)**

Year 1	Year 2	Year 3
<i>16 Oct '08 - 31 Dec '09</i>	<i>1 Jan '10 - 31 Dec '10</i>	<i>1 Jan '11 - 31 Dec '11</i>
\$1,000	\$1,000	\$1,000

How to claim financial assistance for booster seats

This financial assistance will only be given to the bus owners 12 months from the date of retrofitting or replacement, subject to the following conditions:

- a. The bus owner must produce a letter from the school, kindergarten or childcare centre, certifying that the bus has been transporting children below 8 years old*/ the height of 1.35m** attending the school, kindergarten or childcare in the previous 12 months;
- b. At least 40 per cent of the licensed seating capacity of the bus must be used for transporting small children. For example, if the seating capacity is 10, the bus must transport at least four children below 8 years old*/ the height of 1.35m**;
- c. The bus owner must buy booster seats for at least 40 per cent of the licensed seating capacity of the bus. For example, if the seating capacity is 10, the bus owner must have purchased at least four booster seats); and
- d. When making the claim, the bus owner has to show proof of purchase of the booster seats, such as a purchase invoice or receipt.

To make a claim, bus owners are required to complete and submit a Claim Form. You can get the form from LTA's office at 10 Sin Ming Drive, Singapore 575701 or online at <http://www.lta.gov.sg>. The deadline for application is 30 June 2013.

* If the conveyance period starts before 1 January 2012.

** If the conveyance period starts on or after 1 January 2012.

Processing of Claims

All claims for the various financial packages need to be submitted to the LTA office at 10 Sin Ming Drive, Singapore 575701. The claims will be processed within 21 days, from the date the claim is received, if supporting documents are complete and in order.

In the case of buses retrofitted with seat belts and forward-facing seats, the claim will be processed within 21 days of notification from the Vehicle Inspection Centre. Bus owners do not need to file a claim to receive their financial assistance for the retrofitting of seat belts.

Claims can only be made to the registered owners of the small buses.