

**APPLICATION FOR SEAT BELT FINANCIAL ASSISTANCE  
(ADDITIONAL ASSISTANCE FOR BOOSTER SEATS)**

You may take about 5 minutes to complete this form.  
You may need the following information to fill in this form.  
1. The vehicle registration number of the retrofitted / replaced bus; and  
2. The NRIC No./ Company/ Business Registration Cert. No. of the registered owner of the vehicle.

Please complete this Application Form and **mail** it with the following documents to:

**Land Transport Authority**  
**10 Sin Ming Drive Singapore 575701**  
**Attention: Manager, Bus Regulation**

1. Letter of Certification from the school, kindergarten or childcare centre that you are serving
  2. Invoice or receipt for purchase of booster seats
- If submitting in person, please drop the documents in the submission box labeled “**Application for Seat Belt Financial Assistance**”, which is located at the ground level of LTA’s Office at 10 Sin Ming Drive.
  - Please note that we are **unable to accept** applications by fax or e-mail.
  - The deadline for application is 30 June 2013.
  - This financial assistance will only be given to bus owners 12 months from the date of certification of the retrofitting works on existing bus by the Vehicle Inspection Centre, or registration of the replacement bus, 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, in the previous 12 months;
    - b. At least 40 per cent of the licensed seating capacity of the bus must be used for transporting children below 8 years old\*/ the height of 1.35m\*\*. For example, if the licensed adult seating capacity is 10, the bus must transport at least 4 children below 8 years old\*/ the height of 1.35m\*\*;
    - c. The bus owner must buy new 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 4 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.
- \* If the conveyance period starts before 1 January 2012.  
\*\* If the conveyance period starts on or after 1 January 2012.

**CLAIMANT’S INFORMATION**

<b>Name of Registered Owner:</b>	<b>NRIC No./ Company/ Business Registration Cert. No.:</b>
----------------------------------	--

**Address of Registered Owner:**

<b>Contact No.:</b>	<b>(Office)</b>	<b>(Mobile)</b>	<b>(Home)</b>
---------------------	-----------------	-----------------	---------------

<b>Vehicle Registration No.:</b>	<b>School Served :</b>
----------------------------------	------------------------

**DECLARATION**

I certify that all the information and supporting documents furnished are true and correct.

Date	Name / Signature of Registered Owner & Company Stamp (if applicable)
------	---

**FOR OFFICIAL USE ONLY**

**Bus was retrofitted in:**

Year 1 (16/10/2008 – 31/12/2009)  Year 2 (01/01/2010 – 31/12/2010)  Year 3 (01/01/2011 – 31/12/2011)

**CERTIFICATION for Payment (To be completed by the Certifying Officer)**

I hereby certify that this claim has been checked by me and is found to be in order for payment.

\_\_\_\_\_

Date

\_\_\_\_\_

Name / Designation / Signature of Certifying Officer

**APPROVAL for Payment (To be completed by the Approving Officer)**

I am satisfied that this claim is in order for payment.

\_\_\_\_\_

Date

\_\_\_\_\_

Name / Designation / Signature of Approving Officer