



**Application to Use CPF Savings for Capital Repayment and to
Commence, Revise or Stop Monthly CPF Deductions for Private Property**

Please read notes overleaf carefully before completing the application.

Please sign against amendments made. Use of correction fluid/tape will render the application void.

This form may take you 10 minutes to complete.

You will need the following information to complete this form:

- Your property address.
- The available balance in your CPF Ordinary Account if you are applying for a lumpsum capital repayment.
- The instalment amount to be paid to the Bank if you are applying for monthly CPF deductions.

PART A – PLEASE COMPLETE YOUR PARTICULARS AND SECTIONS I, II OR III ACCORDINGLY

Property Address			
Name of Financier		RPS/NRPS Ref	
NRIC/CPF Account Number	APPLICANT 1		APPLICANT 2
	*S/T		*S/T
Name			
Your Contact Number			
I) CAPITAL REPAYMENT (PARTIAL LUMP SUM PAYMENT TO REDUCE YOUR HOUSING LOAN)			
Amount	\$	\$	
Expected Date For Payment To Reach Bank	(MM/YY)	(MM/YY)	
II) COMMENCE/REVISE MONTHLY CPF DEDUCTION			
New Instalment Amount From Your CPF Account	\$	\$	
Effective Date	(MM/YY)	(MM/YY)	
III) STOP MONTHLY CPF DEDUCTION			
To Stop With Effect From	(MM/YY)	(MM/YY)	

PART B – MEMBER'S DECLARATION

<p>✓ I/We declare that all the particulars provided in this application are true and correct.</p> <p>✓ I/We confirm that:</p> <p>i. I/We have obtained my/our financier's/bank's consent to my/our application/s as stated above.</p> <p>ii. I/We have read the IMPORTANT NOTES overleaf and am/are aware of the Board's service standards that are applicable to me/us.</p> <p>iii. the amount applied is strictly for the settlement of outstanding housing loan which was taken to finance or refinance the purchase of the above property.</p> <p>✓ I/We understand and agree that:</p> <p>i. this application is subject to my/our available CPF Funds and Withdrawal limits for my/our property.</p> <p>ii. CPF savings can only be used for loans that are <u>taken to finance the purchase of the above property</u>.</p> <p>iii. my/our bank requires sufficient notice for any capital repayments to be made to them, and my/our bank has the right to impose charges and/or reject and refund the monies remitted to them if due notice to my/our bank is not given.</p>	
Signature of Applicant 1 / Date	Signature of Applicant 2 / Date

PART C – FOR CPF USE ONLY

Amount Paid: 1. \$ _____ 2. \$ _____ Total: \$ _____	Payee's Ref: _____
Available Balance less: MI/MISC/PRSPMT/OTHERS	Value Date: _____
1. \$ _____ 2. \$ _____	Debited By / Date _____ Approved By / Date _____

* Delete whichever is inapplicable

IMPORTANT NOTES ON COMPLETING FORM 4B

- This form is to be used for capital repayment and/or commence, revise or stop CPF monthly deductions for your private property under the Residential/Non-Residential Properties Scheme only.
- This form should not be used if
 - a) you had not previously applied to use your CPF for the purchase of the subject property. Please check with the Board for the correct form to use.
 - b) you are making a full redemption or refinancing of housing loan. If you intend to use your CPF savings for these purposes, please liaise with your solicitors on the procedure.
 - c) your solicitors are submitting the request on your behalf. You will need to liaise with your solicitors to avoid duplicate requests being processed.
- Please **DO NOT** fax your request to the Board. Please submit original RPS/NRPS Form 4B to the Board. Alternatively, you may also submit an online application through the CPF website using your Singpass.
- Use of correction fluid / tape will render the application **VOID**. Please cancel and sign against any amendments made.
- A confirmation advice will be sent to you by mail after we have processed your request. You may also check you CPF statement on-line with your SingPass.

CAPITAL REPAYMENT

If you are making a capital repayment request, please note the following:

- Your financier/bank **MUST** be aware of and is agreeable to your request before you submit this form to the Board. This is to avoid refund to your CPF account for any excess amount that is not due or any penalty fee that they may charge for early prepayment.
- We will pay the amount you requested OR the available balance in your Ordinary Account (whichever is lower), to your bank within the requested month. If a specific date is indicated, we will deduct your CPF funds within 5 working days before the due date.
- Forms received on the last 3 working days of the month will be paid in the following month.
- Please ensure that you have sufficient CPF savings in your Ordinary Account.

COMMENCE, REVISE OR STOP CPF MONTHLY DEDUCTION

If you want to commence, revise or stop CPF monthly deductions please note the following:

- Only the member whose account is affected need to complete this form.
- Please indicate the full amount to be deducted from your CPF Account.
- You will need to give the Board **7 working days'** notice if you want to commence/revise your monthly instalment amount/stop your deduction in the next month.

PROCEDURE FOR SUBMITTING YOUR APPLICATION ONLINE

Visit our website at www.cpf.gov.sg and log on to "my cpf Online Services – My Request – Property" to make an online application for capital repayment and/or commence, revise or stop CPF monthly deductions using your SingPass. For more information on SingPass, please log on to www.singpass.gov.sg.