

## REQUIRED DOCUMENTS FOR THE APPLICATION OF FILIPINO MAID

<b>1.</b>	<b>TO CARE OF CHILDREN</b>
	<ul style="list-style-type: none"> <li>(a) 2 copies of colour passport size photo - husband &amp; wife</li> <li>(b) Copy of NRIC - husband &amp; wife (photocopy front &amp; back on same page)</li> <li>(c) latest income statement, either one of the following :               <ul style="list-style-type: none"> <li>- the latest 3 months Salary Slip + EPF Statement</li> <li>- the latest income tax Form B/BE + Tax Payment Receipt</li> <li>- the latest 3 months Salary Slip + Form EA/EC (for Government Servant)</li> </ul> </li> <li>(d) marriage certificate</li> <li>(e) Child's birth certificate (below 15 years) - in colour copy</li> <li>(f) Utility Bill (electricity/water bill for current residential address)</li> </ul>
<b>2.</b>	<b>TO CARE OF ELDERLY</b>
	<ul style="list-style-type: none"> <li>(a) 2 copies of colour passport size photo - husband &amp; wife</li> <li>(b) Copy of NRIC - husband &amp; wife (photocopy front &amp; back on same page)</li> <li>(c) latest income statement, either one of the following :               <ul style="list-style-type: none"> <li>- the latest 3 months Salary Slip + EPF Statement</li> <li>- the latest income tax Form B/BE + Tax Payment Receipt</li> <li>- the latest 3 months Salary Slip + Form EA/EC (for Government Servant)</li> </ul> </li> <li>(e) Utility Bill (electricity/water bill for current residential address)</li> <li>(f) birth cert either Husband/Wife (the one whoes parent needs caring) - as proof of his/her relationships with the parent.</li> <li>(g) Copy of NRIC - the parent</li> <li>(h) Original Hospital/Clinic Letter certifying health condition of the parent.</li> </ul>
<b>3.</b>	<b>TO CARE OF HOUSEHOLD WORK (BIG HOUSE - 2.5 storey and above)</b>
	<ul style="list-style-type: none"> <li>(a) 2 copies of colour passport size photo - husband &amp; wife</li> <li>(b) Copy of NRIC - husband &amp; wife (photocopy front &amp; back on same page)</li> <li>(c) latest income statement, either one of the following :               <ul style="list-style-type: none"> <li>- the latest 3 months Salary Slip + EPF Statement</li> <li>- the latest income tax Form B/BE + Tax Payment Receipt</li> <li>- the latest 3 months Salary Slip + Form EA/EC (for Government Servant)</li> </ul> </li> <li>(e) Utility Bill (electricity/water bill for current residential address)</li> <li>(f) 6 pcs of photo to show the house outlook and house inside and road sign photo.</li> </ul>

### General Requirement :

- 1 Qualifying income - 1st maid @ minimum RM60,000 per annum.
- 2 Qualifying income - 2nd maid @ minimum RM120,000 per annum.
- 3 Qualifying income - 3rd maid @ minimum RM180,000 per annum.

### Additional Documents (if any):

- 1 For 2nd maid application - Passport copy and permit copy for the current active maid and supportive documents.
- 2 Attestation Letter from Commissioner for Oath (Surat Angkat Sumpah) for marital status as "single".