

TRANSFER OF MEMBERSHIP AUTHORISATION FORM

A request for the transfer of membership is required when a business of an existing GS1 Singapore member:

- a. Is being acquired by another company and is being integrated into the operating activities of the new company
- b. Has a change in the business structure with ACRA such as Sole Proprietorship, Partnership, Company, Limited Liability Partnership or
- c. Change Of Company Name with ACRA

Terms and conditions:

1. The business is to be under the control of an entity within one management structure.
2. A request for the transfer must be authorised by both the transferor (relinquishing party) and transferee (receiving party).
3. All GTIN 13-digit Numbers must be confirmed for the transfer to be completed.
4. Both transferor and transferee must ensure all dues such as annual subscription fees are paid in full before any request for the transfer can be processed.
5. ACRA Business Profile Forms of transferee (receiving party) within this past 6 months of validation is to be provided to GS1 Singapore.
6. An administrative fee of S\$100.00 plus prevailing GST is applicable and paid up before the process will take place.
7. The transferor needs to return its existing original copy of the GS1 Singapore Membership Certificate GS1 Singapore. A new GS1 Singapore Membership Certificate will be issued.
8. In the next following year, annual subscription fee will be revised according to the transferee (receiving party)'s issued capital)
9. The transferee (receiving party) will need to place a one-time refundable deposit according to the transferee's issued capital.
10. Deposit (if any) on the existing membership will be refunded to the transferor (relinquishing party) after all dues with GS1 Singapore are cleared and the transferee (receiving party) has placed the deposit.
11. Failure to complete this form in full and legibly will result in a processing delay. The application will NOT proceed without the completion of this request form and it will be CANCELLED if it is not completed after 60 days. The applicant will need to submit a new request for transfer of membership.



The Global Language of Business

To: GS1 Singapore Limited

**Instruction to Transfer of GS1 Singapore Membership –
GS1 Company Prefix / GLN / Single 13-digit Number:** _____

We/I authorise the transfer of the above number currently registered in the name of _____
to be transferred into the account of _____

Former Company Details	New Company Details
Company Name: _____	Company Name: _____
Authorised Contact: _____	Authorised Contact: _____
Postal Address: _____ _____	Postal Address: _____ _____
Position: _____	Position: _____
Contact Number: _____	Contact Number: _____
Email: _____	Email: _____
Authorised Signature: _____	Authorised Signature: _____
Date: _____	Date: _____