

To: General Manager
::company_name::

Our Ref#: ::our_ref_no::/NF

::company_address::
Singapore ::zip_code::



Date: 2013-10-30

Subject: VERIFICATION OF INFORMATION

Dear Sir / Madam,

VERIFICATION OF INFORMATION

Our records show that the following information of your company **have not yet been verified in** the Singaporean Company Register database:

a. **Contact Email**

Please log in at **www.companyregister.sg** to complete the missing information stated above, using the following login details:

Username: ::uen::

Password: ::password::

Please be informed that if you do not **verify** the missing information within **TWO (2) WEEKS** of the date of this notice, your company's information **WILL BE DELETED** from the Singaporean Company Register database.

DEPUTY DIRECTOR
INFORMATION SERVICES