**STANDARD QUERY TO THE CENTRAL PROVIDENT FUND BOARD**

(Applicable for CPF Members aged 55 and above only)

**Name:**

**Address:**

(*Please specify the name and address of the CPF member or his/her solicitors. The reply from the CPF Board will be sent to this address.*)

**PART A** (*To be completed by CPF Member or his/her solicitors.*)

|  |  |
| --- | --- |
| Name of CPF member: |  |
| CPF Account No: |  |
| Name of CPF member’s spouse: |  |
| CPF Account No. of CPF member’s spouse: |  |
| Date of Birth of CPF member: |  |
| Age of CPF member: |  |
| The HDB matrimonial asset (“the flat”) | [ ] *(state address)*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [ ] The CPF member has an agreement for lease with the HDB and has not taken possession of the flat. |
| Name and address of CPF member’s solicitors |  |
| \_\_\_\_\_\_\_\_\_\_\_\_  Date | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name and Signature of CPF member/solicitors |

**PART B** *(To be completed by the CPF Board)*

CPF Account Number:

|  |  |  |  |
| --- | --- | --- | --- |
| **Query 1** | | **Were CPF funds used for the purchase of the flat or for financing the purchase of the flat or for the payment of approved upgrading works carried out by HDB? If yes, what is the principal sum utilised and accrued interest on the principal sum utilised?** | |
| Answer: | No. | |  |
|  | Yes, as at (*specify date)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_      Principal sum utilised  Accrued interest on the principal sum utilised | | *Amount*  $  $ |
| **Query 2** | **Did the CPF member pledge the flat to secure withdrawal of any monies from his/her CPF Retirement Account? If yes, what is the amount pledged?** | | |
| Answer: | No. | |  |
|  | Yes, as at (*specify date):* \_\_\_\_\_\_\_\_\_\_\_\_\_\_        Principal amount pledged  *[****Applicable for CPF members who turned age 55 before 1 July 1995****]:*  Accrued interest on the principal amount pledged: | | *Amount*  $  $ \_\_\_\_\_\_\_\_\_\_\_\_ |
| **Query 3** | **Upon transfer, sale or otherwise disposal of the flat, is there any portion of the refunds that has to be transferred from the CPF member’s Ordinary and/or Special Account(s) to his/her Retirement Account in order to meet the required Retirement Sum? If yes, what is the amount required to be set aside or topped up in the CPF member’s Retirement Account to meet the Retirement Sum?** | | |
| Answer: | No. | |  |
|  | Yes, as at (*specify date*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_    Amount required to be transferred to the CPF member’s Retirement Account | | *Amount*  $ |
| **Query 4** | **Certain CPF members (i.e. those who have received certain housing grants designated by HDB) will have a portion of the refunds credited to their Retirement Account and/or Special Account and Medisave Account directly (“Grant Members”)**  **Is the CPF member a Grant Member? If yes, what is the amount that the CPF member is required to set aside or top-up in his/her Retirement Account and Medisave Account?** | | |
| **Answer:** | No.  Yes, as at (specify date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Amount required to be set aside/topped up in the  CPF member’s Retirement Account (up to the Retirement Sum applicable to the CPF member, and any excess amount will be credited to the CPF  member’s Special Account)  Amount required to be set aside/topped up in the CPF member’s Medisave Account | | *Amount*  $ \_\_\_\_\_\_\_\_\_\_\_  $ \_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| ⊗Notes:   1. Generally, when a CPF member transfers, sells or otherwise disposes of his/her flat bought using CPF savings, he/she is required to refund the principal sum utilised and the accrued interest on the principal sum utilised. 2. If the CPF member has pledged the flat to withdraw his/her CPF Retirement Account savings in cash, he/she will also need to refund the pledged amount withdrawn and interest if applicable. 3. The refunds will be first used to top up the CPF member’s Retirement Account up to the Retirement Sum he/she needs to set aside. Any remaining balance will then be paid to the CPF member. 4. Members who received certain types of housing grants may need to refund part of their housing refund into their Retirement Accounts and/or Special Accounts and Medisave Accounts. The remaining part of the housing refund will be credited into their Ordinary and/or Special Accounts in proportion to the amount withdrawn from those accounts. 5. On the refund requirements upon the sale of HDB flats, please refer to sections 15 and 21B of the Central Provident Fund Act (Cap. 36), the Central Provident Fund (New Retirement Sum Scheme) Regulations (Rg. 31), Central Provident Fund (Revised Retirement Sum Scheme) Regulations (Rg. 2), Central Provident Fund (Retirement Sum Scheme) Regulations (Rg. 16) and the relevant regulations of the Central Provident Fund (Approved Housing Schemes) Regulations (Rg. 13). 6. Please obtain fresh statements from the CPF Board on the amount to be refunded into the CPF member’s CPF account when the date of sale/transfer/assignment/otherwise disposal of the flat has been finally determined. A CPF member may obtain his/her CPF statements by logging on at [www.cpf.gov.sg](http://www.cpf.gov.sg) using his/her SingPass. Please note the information is correct as at the date it is viewed. |

|  |  |  |
| --- | --- | --- |
|  | **Other comments** |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name and designation of CPF Board officer  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Signature of CPF Board officer |  |