

**[DEBT REPAYMENT SCHEME] REQUEST TO TEMPORARILY REDUCE MONTHLY
INSTALMENT**

(This form should take you less than 10 minutes to complete)

NAME:	
NRIC NO.:	
DRS NO.:	
CURRENT MONTHLY INSTALMENT:	\$
PROPOSED MONTHLY INSTALMENT:	\$
PERIOD TO VARY: (UP TILL 31 DEC 2021)	Start: MM/YYYY
	End: MM/YYYY

PLEASE TAKE NOTE OF THE FOLLOWING:

Your request is subject to the document(s) you submit and any change to your monthly instalment may be communicated to your creditors. Your creditors may raise objections to the reduction and we will inform you should we receive any objections from your creditors.

All arrears accumulated as a result of the current request to vary your monthly instalment will be payable by you through an arrears repayment plan after the approved period has ended.

You will be informed via email/post of the outcome within 10 days of your request.

TO BE COMPLETED BY REQUESTOR

I understand that this request is subject to the Official Assignee's assessment and approval and that my request ***may not be processed*** unless I provide documents, together with this form to evidence that my income has been affected by the current COVID-19 situation.

I am aware that all arrears accumulated as a result of my current request to vary my monthly instalment will be payable through an arrears repayment plan after the approved period has ended. I am aware that I will not be issued with the Certificate of Completion if the accumulated arrears remain outstanding at the end of the repayment duration stipulated in my Debt Repayment Plan.

Signature

Date of Request