



CELEBRATE YOUR
Roots
DISCOVER YOUR
Wings

Absence of both parents from Singapore

In the event that both parents be absent from Singapore at the same time, GESS shall be informed.

For Pre-School and Primary School:	the Administration Office
For Sekundarstufe I + II (German Section) Middle School & Diploma Programme	the Administration Office <u>and</u> the Class Teacher

Attention!

A responsible person, who is authorized to make decisions in case of an emergency, shall be nominated during each absence. This person must be provided with a Letter of Authorization in English which is mandatory by the Singapore authorities.

The following Letter of Authorization may also be used:

To Whom It May Concern:

I / We, undersigned, _____ and/ _____
(name of father/guardian) *(name of mother)*

Passport No./FIN No./ NRIC No:

_____ and/or _____
(name of father/guardian) *(name of mother)*

father/mother/guardian (cancel what is not applicable) of

1. _____ - _____
(name of student & class ID) *(Passport No./FIN No./NRIC No.)*
2. _____ - _____
(name of student & class ID) *(Passport No./FIN No./NRIC No.)*
3. _____ - _____
(name of student & class ID) *(Passport No./FIN No./NRIC No.)*
4. _____ - _____
(name of student & class ID) *(Passport No./FIN No./NRIC No.)*
5. _____ - _____
(name of student & class ID) *(Passport No./FIN No./NRIC No.)*

herewith authorise

Mr. / Mrs. _____ - _____
(name of representative) *(Passport No./FIN No./NRIC No.)*

Tel: _____

to act on my / our behalf in authorizing medical and dental treatment, surgical care and hospitalisation for the above mentioned child/children during the period of my/our absence

from _____ / _____ / _____ through _____ / _____ / _____
(day/month/year) *(day/month/year)*

Singapore, _____ Signature: _____ - _____
(date: day/month/year) *(father/guardian)* *(mother)*