



## New Member Application Checklist

All applicants must submit all the documents outlined in this checklist.  
Incomplete submissions will not be accepted.  
All documents must be in English or accompanied by an official translation.  
When in doubt, please email [groupmembership@amclub.org.sg](mailto:groupmembership@amclub.org.sg)

- Application Form** – A fully accomplished, original application form, with photos and original signatures. Click [here](#) to download the Application Form.
- Passport Identification** – Photocopies of the first two pages of the passport of both the Primary and Spouse applicants. Original copies should be brought to the Membership office for sighting.
- Children’s Passports and Birth Certificates** – Photocopies
- Singapore Government Issued Pass** – Examples: Employment Pass, ONE Pass, S-Pass, Dependent Pass, Long-term Visit Pass, Singapore Permanent Residency with valid re-entry. Original copies should be brought to the Membership office for sighting.
- Marriage Certificate** – Photocopy
- Photograph** – Colored passport-sized photograph of all applicants except children below 12 years old.
- GIRO Form** – Original, fully accomplished GIRO form. Click [here](#) to download the GIRO form.
- Personal Data Protection Act (PDPA) Form** – Fully accomplished PDPA Acknowledgement Form, with initials on every page and full signature at the last page. Click [here](#) to download the PDPA Acknowledgement Form.
- Endorsement Forms** – Two Endorsement Forms are required. Click [here](#) to download the Endorsement Form.

Endorsement Forms may come from the following entities:

- **A full-fledged Member of The American Club Singapore** in good standing
- **Previous Club Endorsement Letter** – A maximum of one

- If the Potential Member cannot produce an Endorsement Form by an existing The American Club Singapore member, an interview with a Volunteer Member is required. The Membership team will assist.
- For Transferable Membership, the Seller cannot sign the Endorsement Form. The Buyer needs to find an existing Member to sign the Endorsement Form or an interview with a Volunteer Member is required.
- **Entrance Fee** – Full amount of the Entrance Fee based on the membership category. A **non-refundable Processing Fee of \$1,000** is chargeable. This amount will be offset against the Joining Fees if the application is successful.
- **Car Park Registration** (if applicable) – Click [here](#) to download the Car Park Entry Form.