



CORP SERVICE | COMPLIANCE | HR ADVISORY

SELF-EMPLOYED EMPLOYMENT PASS

Prepared by AVA in Jan 2026



ABOUT US



AVA GROUP SINGAPORE

AVA is committed to providing a wide range of services, including information consulting, compliance advisory, corporate taxation, identity planning, and global asset allocation for financial institutions, technology companies, global enterprises, and high-net-worth individuals. Our service scope includes:

Corporate Services: Company structure optimization and incorporation, corporate secretarial services, compliance consulting, HR support, corporate financial advisory, and financial licence applications.

High-Net-Worth Services: Services for high-net-worth individuals include global mobility support, tax planning, family office setup, succession planning, and banking solutions.

7/24

Service Online

100%

Client Satisfaction

800+

Corporate Clients

200+

High-Net-Worth Clients



→ PROJECT SCOPE

DEFINING PROJECT

Project Overview: This program allows company directors or shareholders to apply for an Employment Pass (EP) through a company they have founded or co-founded, commonly referred to as the "Self-Employment EP Program. It is ideal for entrepreneurs with business ideas, startup experience, or managerial backgrounds, as well as senior executives with relevant management experience.

Eligibility:

- Low entry threshold
- No formal education requirements
- Management or relevant work experience sufficient

Our Advantages:

1. **One-Stop Service:** Streamlined process, saving time and effort
2. **High Efficiency:** Approval possible in as fast as 3 days
3. **Fully Licensed and Compliant:** Operates under all required Singapore licenses
4. **High Success Rate:** 99% approval rate
5. **Local Team and Resources:** Extensive on-the-ground knowledge and connections



Company Can Operate Locally and Internationally

Once the EP is approved, clients can obtain a Singapore NRIC as a local resident director, enabling long-term residence and management of the company in Singapore. This allows the business to operate genuinely, benefiting from Singapore's corporate tax rates, banking system, and government incentives.



Family Relocation and Immigration

Monthly salary \geq SGD 6,000 allows spouses and children under 21 to apply for Dependant Passes; \geq SGD 12,000 enables parents to apply for Long-Term Visit Passes. Additionally, the whole family can apply for Permanent Residency (PR), with entrepreneurs via this route enjoying better PR approval odds than regular Employment Pass holders.



Access to Singapore Tax Residency

By obtaining an EP through self-employment, clients acquire Singapore tax residency, enjoying ultra-low personal income tax rates similar to locals. Singapore offers simple tax filing, no capital gains tax, no tax on foreign income, and avoids double taxation—providing an optimal structure for global personal tax planning.

→ OUR APPROACH

HOW TO ACHIEVE IT



We provide a one-stop, customized service tailored to each client's needs. From initial client background assessment to company incorporation, corporate bank account opening, business operation advice, and financial planning, as well as Employment Pass applications, family visa applications, and residency planning, our in-house professional team offers expert guidance at every step. We ensure that clients' companies operate compliantly in Singapore while assisting them in establishing a presence, integrating locally, and achieving true immigration and relocation goals.



01

Company Incorporation and Bank Services

We assist clients in establishing a Singapore entity, providing services such as company secretarial support and nominee directors, and help select a suitable bank for account opening. Additionally, we offer professional advice on shareholding structure, initial operations, and capital injection to ensure a solid foundation for the business.

02

EP&DP Application and Issuance

After the company is established, we assist clients in applying for Employment Passes (EP) and Dependant Passes (DP) for immediate family members. We also provide support for entry into Singapore, issuance of EP cards, tax registration, and SingPass registration for personal identity management.

03

Ongoing Maintenance and Long-Term Operational Guidance

We provide professional guidance on Employment Pass renewals and Permanent Residency applications, connect clients with local education, real estate, and insurance resources, and assist with relocation. In addition, we offer advice on company operations, financial planning, and budgeting to support sustainable business growth in Singapore.

PROJECT TIMELINE



WEEK 1

Preliminary Background, Salary Assessment & Document Collection



WEEK 1-2

Singapore Company Setup & Shareholding-Director Structure Design



WEEK 3-4

Corporate Account Opening (Digital/Physical Banks)



WEEK 4-5

EP Application Form Prep & Submission



WEEK 6-8

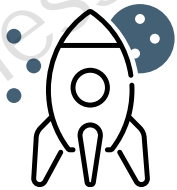
EP Approval Letter Obtainment & Dependant Pass Application Submission



WEEK 8-9

Family Visa Approval & Singapore Entry Preparation

FEE QUOTATION



Basic Package

\$15,588

- ✓ Singapore company incorporation
- ✓ First-year company secretarial services & first six months of local nominee director service
- ✓ Digital corporate bank account setup
- ✓ Employment Pass assessment and application submission
- ✓ Entry process support & document preparation
- ✓ Online EP card submission and appointment with Ministry of Manpower
- ✓ On-site guidance for fingerprinting and photo capture
- ✓ Assistance with SingPass registration



VIP Package

~~\$22,588~~

\$19,588

- ✓ Singapore company incorporation
- ✓ First-year company secretarial services & first six months of local nominee director service
- ✓ Digital corporate bank account setup
- ✓ **Traditional bank account setup**
- ✓ Employment Pass assessment and application submission
- ✓ **Up to 2 Dependant Pass applications and submissions**
- ✓ Entry process support & document preparation
- ✓ **VIP airport pick-up service**
- ✓ Online EP card submission and appointment with Ministry of Manpower
- ✓ On-site guidance for fingerprinting and photo capture
- ✓ Assistance with SingPass registration
- ✓ **Personal bank account setup (DBS/OCBC)**
- ✓ **First-year financial planning and operational advice**



→ DOCUMENT CHECKLIST

WHAT WE NEED

PRINCIPAL APPLICANT

- ☐ Passport scan
- ☐ Chinese Resident ID card (front & back) scan
- ☐ Contact number and email
- ☐ Work resume
 - * Include highest degree, total years of work experience, last two employers with position, monthly salary, duration, and any professional qualifications or association memberships (if applicable)
- ☐ Degree certification
 - * For Chinese degrees: online verification report via CHSI; if the school is not on MOM's approved list, a third-party background report is required; For foreign degrees: third-party background report (please confirm with our team before application)

SG COMPANY INFORMATION

- ☐ Proposed company name and business description
 - ☐ Company share capital (recommended starting from SGD 100,000)
 - ☐ Shareholder list and ownership percentages
 - ☐ Director list
- Beyond the principal applicant, other shareholders & directors must provide:**
- ☐ Passport scan
 - ☐ Chinese Resident ID card (front & back) scan
 - ☐ Contact number and email
 - ☐ Source of funds (e.g., salary income with employer name, position, duration)

DEPENDANT PASS - SPOUSE

- ☐ Passport scan
- ☐ Chinese Resident ID card (front & back) scan
- ☐ Highest degree information: school name, degree, dates
- ☐ Contact number and email
- ☐ Marriage certificate (English translation and notarization)

DEPENDANT PASS - CHILDREN

- ☐ Passport scan
- ☐ Chinese Resident ID card (front & back) scan
- ☐ Birth certificate (English translation and notarization)
- ☐ HPB vaccination record
 - * If assistance is required, provide scanned original vaccination booklet. Children vaccinated in Mainland China may need additional MMR shots; please confirm with our team in advance

DEPENDANT PASS - PARENTS

- ☐ Passport scan
- ☐ Chinese Resident ID card (front & back) scan
- ☐ Highest degree information: school name, degree, dates
- ☐ Contact number and email
- ☐ Principal applicant's birth certificate (English translation and notarization)

→ OUR STRENGTH

WHY CHOOSE US

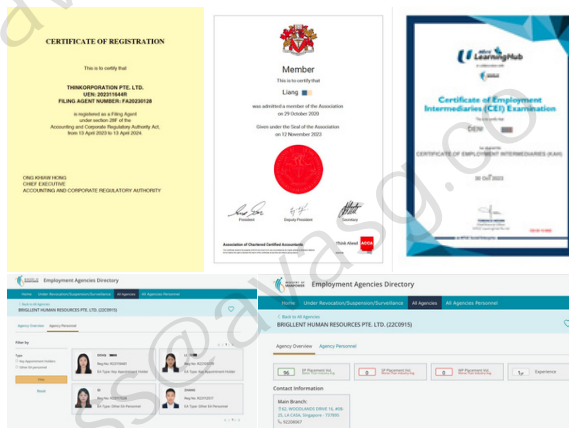


SG-Rooted | One-Stop Service Hub

AVA delivers integrated, end-to-end solutions for financial institutions, tech companies, global enterprises, and high-net-worth individuals. With deep Singapore market insights and close ties to government agencies and banks, we provide accurate policy guidance and seamless market-entry support.

Licensed Excellence | Integrated Execution

As a licensed Employment Agency, Filing Agent, and Corporate Service Provider, AVA operates with full regulatory accreditation. Our in-house team covers taxation, accounting, HR, and financial advisory—executing all services directly to ensure quality and confidentiality.



Client-Centered Service | Fast & Reliable

We offer responsive, personalised support through dedicated account managers. With streamlined workflows and strict quality control, AVA delivers every filing and submission quickly, accurately, and reliably.

7/24 Service Online
100% Client Satisfaction

Proven Expertise | Regional & Cross-Border

AVA has extensive experience across Singapore, Hong Kong, Mainland China, and offshore jurisdictions. We support startups, family offices, executives, and multinational groups with solutions that are globally aligned and locally optimised.

1000+ companies under management
5% top Singapore employment agent



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STAY IN TOUCH WITH US 联系我们!



网站

www.availabiz.com
cn.availabiz.com



电话

+65 9220 8067
+86 18682788828



微信公众号

@AVA亿唯国际



E-mail

business@avasg.co
business@availabiz.com



地址

SG: 24 SIN MING LANE, #06-97, MIDVIEW CITY, SINGAPORE 573970
CN: 浙江省杭州市钱塘区白杨街道10号大街28号3幢 A座1009室