

# Sponsorship & Explain Letter

I, \_\_\_\_\_ (employer name) holding Passport No. \_\_\_\_\_ and  
Singapore IC No. \_\_\_\_\_ am the employer of \_\_\_\_\_  
(domestic worker name) who holding Passport No. \_\_\_\_\_ and  
Singapore work permit No. \_\_\_\_\_.

\_\_\_\_\_ (domestic worker name) will be travelling to China with me from  
\_\_\_\_\_ (yyyy/mm/dd) to \_\_\_\_\_ (yyyy/mm/dd) for taking care of my family  
member. She will stay in \_\_\_\_\_ (address in China).

The name and number of contact person in China: \_\_\_\_\_

The person being taken care by the domestic worker as below:

- 1) \_\_\_\_\_ (name), \_\_\_\_\_ (date of birth), \_\_\_\_\_ (relationship with employer)
- 2) \_\_\_\_\_ (name), \_\_\_\_\_ (date of birth), \_\_\_\_\_ (relationship with employer)

## **I promise to**

1. Pay her expenses during her stay in China, and guarantee that she will not work illegally in China and will not violate any laws and regulations of China. I will have to bear the corresponding consequences if a breach occurs.
2. Ensure that she will enter and exit China with me / the companion(s), and if this cannot be achieved, I ensure that her stay in China will not exceed the period of stay granted on the visa. I also understand that if the stay exceeds the granted period of stay, it will be considered an overstay, and I will have to bear the corresponding consequences.

\_\_\_\_\_  
Employer Signature

\_\_\_\_\_  
Date