

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

The Employee Provident Fund (EPF)

[EPF Office Address]
[City, State, Zip Code]

Subject: Request for KWSP Statement

Dear Sir/Madam,

I am writing to request a copy of my KWSP statement for the year [specify year or date range].

My details are as follows:

- Name: [Your Full Name]
- My KWSP/EPF Number: [Your EPF Number]
- NRIC Number: [Your NRIC Number]
- Contact Number: [Your Contact Number]

I would appreciate it if you could send the statement to my registered address or email it to me at [your email address].

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]