

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

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

Dear [KWSP Officer's Name or "To Whom It May Concern"],
Subject: Application for [Specify the Type of Application, e.g.,
Withdrawal, Home Financing, etc.]

I am writing to formally submit my application for [specific application
type] under the Employees Provident Fund (KWSP) regulations. My details
are as follows:

- Name: [Your Name]
- Identification Number: [Your IC/Passport Number]
- KWSP Number: [Your KWSP Account Number]
- Employment Status: [Your current employment status]

[Briefly explain the reason for your application and any relevant
details, such as financial need, purpose of withdrawal, etc.]

Enclosed are the necessary documents to support my application,
including:

1. [List of documents, e.g., copies of IC, employment letter, etc.]
2. [Document 2]
3. [Document 3] (if applicable)

I appreciate your attention to this matter and look forward to your
prompt response.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]