



Ministry of Education Sports and Recreation Club (MESRC)  
21 Evans Road, S (259366)  
Tel: 6468-0305 Fax: 6465-4530 Website: [www.mesrc.net](http://www.mesrc.net)

## SPORTS FOR LIFE TEST

### REQUEST FORM FOR INVIGILATOR

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_ S ( )

Date of Test: \_\_\_\_\_ Time of Test: \_\_\_\_\_

No. of Participants: \_\_\_\_\_ Test Venue: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Designation: \_\_\_\_\_

HP: \_\_\_\_\_ Email: \_\_\_\_\_

Office Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Loan of HRM: Yes / No Quantity: \_\_\_\_\_ Collection date: 3 working days before the actual event

#### Terms & Conditions

1. This request form must be submitted to MESRC email to [ahmad\\_shah\\_abdul\\_ghani@moe.gov.sg](mailto:ahmad_shah_abdul_ghani@moe.gov.sg) at least one month before the test date.
2. A **minimum of 30 participants** are required before the Sports for Life Test can be conducted in your school/cluster/zone.
3. Cancellation or any changes must be made to MESRC office **at least 3 working days** before the test date. In the event schools did not provide minimum 3 working days' notice to MESRC for cancellation or changes, schools will be liable to pay 50% of the invigilator's fee currently fixed at \$50.00 to MESRC as MESRC need to pay this amount to the appointed vendor.
4. MESRC and the management committee will not be in any way be held liable for any death, disability, personal injury, damage to or loss of property or any other loss or damage arising in connection with the test.
5. Should you have any queries regarding the above, please do not hesitate to contact Mr Ahmad Shah at 64609863 or email [ahmad\\_shah ABDUL GHANI@moe.gov.sg](mailto:ahmad_shah ABDUL GHANI@moe.gov.sg)

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#### For Official Use

Invigilator's Name: \_\_\_\_\_

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Processed by:

Name: \_\_\_\_\_ Designation: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_