



GENERAL CONDITIONS FOR PURCHASE OF A 2-ROOM FLEXI FLAT UNDER SALE OF BALANCE FLATS FOR APPLICANTS UNDER SINGLE SINGAPORE CITIZEN SCHEME, JOINT SINGLES SCHEMES AND NON-CITIZEN SPOUSE SCHEME

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- 1. APPLICATION CONDITIONS AND PROCEDURES
 - 1.1 Submission of Application Form
 - (a) Applications must be submitted electronically via the HDB InfoWEB for buying a flat under the Sale of Balance Flats. A \$10 administrative fee is payable by credit card (MasterCard/ Visa only) or by scanning the QR code using any of the supporting mobile payment apps such as NETSPay, DBS PayLah!, POSB/DBS Digibank, UOB Mighty and OCBC Pay Anyone.
 - (b) The applicant and any family member listed in the application can only submit one application under this Sale of Balance Flats exercise. If the applicant or any member listed in the application is listed in more than one application, all the applications will be disqualified.
 - (c) Applicants can only apply for one town/estate and flat.
 - (d) Applicants who have earlier booked a flat from HDB or a Design, Build & Sell Scheme (DBSS) flat/ Executive Condominium (EC) unit from a developer but wish to participate in this Sale of Balance Flats exercise will have to cancel their booking first, before submitting a new application under this exercise (subject to current eligibility conditions). The usual forfeiture for such cancellation will apply and the applicants and essential occupiers will not be eligible to apply for another flat from HDB within one year after cancellation of booking of the flat.
 - (e) All applicants who have a chance to select a flat based on their balloted queue number will be deemed successful in their flat application.

- (f) Any request for cancellation of an application for this Sale of Balance Flats exercise must be submitted and received by HDB within the application period. If the cancellation request is received after the application period, it will still be included in the balloting process and be assigned a queue number, where applicable. If the applicant has a chance to select a flat based on his/ her balloted queue number, it will be treated as one successful application.

1.2 Points to note for First-timer Applicants

- (a) An applicant is considered a *First-timer (and all others considered Second-timer applicants/ households) if the applicant(s) and all essential family members listed in the Application Form:
- (i) are currently not owner(s) of a flat bought direct from HDB, a Design, Build & Sell Scheme (DBSS) flat or an Executive Condominium (EC) unit bought from a developer; or
 - (ii) have not sold a flat bought direct from HDB, a Design, Build & Sell Scheme (DBSS) flat or an Executive Condominium (EC) unit bought from a developer; or
 - (iii) have not transferred a flat bought direct from HDB or an HDB resale flat bought under the CPF Housing Grant Scheme; or
 - (iv) have never been a recipient of any CPF Housing Grant for the purchase of an HDB resale flat or a Design, Build & Sell Scheme (DBSS) flat or an Executive Condominium (EC) unit bought from a developer; or
 - (v) have not sold any HDB flat with re-housing benefits under the Selective En Bloc Redevelopment Scheme (SERS); or
 - (vi) have not ever enjoyed other forms of housing subsidy such as SERS benefits or privatisation of HUDC estate or purchased a flat under the Sale of Flats to Sitting Tenants Scheme.
- (b) The proportion of flats set aside for the various household is as shown in the table below (40% quota for elderly is subject to a minimum of 1 unit).

Household Type	Proportion of 2-room Flexi flats set aside for households under Sale of Balance Flats	
	Non-mature estates	Mature estates
(A) Elderly Quota	40%	40%
(A1) Senior Priority Scheme	20%	20%
(A2) Others	20%	20%
(B) Balance supply	60%	60%
(B1) First-timer families	90% of B	95% of B
(B2) Second-timer families	5% of B	5% of B
(B3) First-timer singles	5% of B	NA
Total	100%	100%

- (c) Applicants who have a chance to book a flat based on his/her balloted queue number will be deemed successful in their flat application.
- (d) Applicants who do not book a flat after two (2) successful attempts will not be allowed to participate in subsequent sales exercises for a period of one year under the Single Singapore Citizen Scheme, Joint Singles Scheme and Non-Citizen Spouse Scheme.

1.3 Points to Note for Second-timer Applicants, Households who have taken Two Housing Subsidies and Private Property Owners

The terms mentioned in 1.2(c) and 1.2(d) applies to the following households:

- (a) where the applicant(s) and the essential family members have taken one or two housing subsidies (please refer to clause 1.2(a)(i) to 1.2(a)(vi) on the various forms of housing subsidies).
- (b) applicant(s) or any person listed in the application form or their spouse(s) have an interest in private property, locally or overseas, (including those who have disposed of one within 30 months before the date of flat application).

1.4 Documents to Submit

Applicants must submit the following documents for all persons listed in the Application Form for verification and registration of the application when requested by HDB:

- (a) Copy of foreign Birth Certificates for births outside of Singapore: for proof of relationship
- (b) Copy of Passport for Non-citizen family members to verify residential status in Singapore
- (c) Income Documents:
 - (i) Employed Persons
 - (1) Payslips for the 3 months preceding the month of application; or
 - (2) An income letter from employer (which must bear either the company's letterhead or stamp and the name and designation of the signatory) stating the gross monthly income of the employed person for the 3 months preceding the month of application.
 - (ii) Self-Employed Persons
 - (1) Latest Notice Of Assessment (NOA) from The Inland Revenue Authority of Singapore (IRAS); or
 - (2) Certified Annual Statement of Accounts from an Audit Firm; and
 - (3) Valid Accounting & Corporate Regulatory Authority (ACRA) Computer Information (Business Profile) / Valid license of business / trade; and
 - (4) Undertaking confirming the average gross monthly income for the 6 months preceding the month of application.
 - (iii) Commission-based Persons
 - (1) Commission statements/ Payslips for the 6 months preceding the month of application; or

- (2) An income letter from employer (which must bear the company's letterhead or stamp and the name and designation of the signatory) stating commission income/ salaries for the 6 months preceding the month of application.
- (iv) Part-time Worker
 - (1) Monthly-rated part-time employee with fixed monthly salary must submit a letter from employer stating his/her permanent staff status and salaries for the 6 months preceding the month of application (which must bear the company's letterhead or stamp and the name and designation of the signatory).
 - (2) Hourly-rated part-time employee with variable salary must submit payslips for the 6 months preceding the month of application or Letter from employer (which must bear the company's letterhead or stamp and the name and designation of the signatory) stating salaries for the 6 months preceding the month of application.
 - (v) Odd-Job Worker
 - (1) Latest Notice Of Assessment (NOA) from IRAS; or
 - (2) An income letter from employer stating salaries for the 6 months preceding the month of application.
 - (vi) Full-time student
Letter from an educational institution confirming the student's enrolment in a full-time programme.
 - (vii) Full-time National Servicemen
SAF 11B (Identity Card) or a letter from the relevant ministry.
 - (viii) Unemployed Persons
Undertaking confirming the employment status ie period of unemployment/ previous employment within the assessment period (where applicable).

Note:

- Applicable to applicants and occupiers between 18 and 62 years old who are unemployed.
 - If the applicants and occupiers are unemployed for shorter than the 3 preceding months, the average income will be computed based on the number of actual months he/she has worked.
- (d) Copy of Student Pass or Letter from School/College/Institute of Learning for persons who are 18 years old and above: to confirm student status.
 - (e) Copy of Marriage Certificate for overseas registered marriages / Deed of Separation / Divorce Documents (if applicable): to verify marital status.
 - (f) Copy of Death Certificate of spouse (if applicable): to verify demise of spouse.

Note: HDB shall have the right to rely on its own records and/or the records of any other relevant authorities to obtain or verify any information relating to or in connection with the application. In this regard, HDB also reserves the right to write to and request information from all the applicants.

The applicant must produce the original documents whenever required. He must also submit any other documents requested by HDB. HDB has the right to cancel/not register the application if the applicant fails to submit the above or any other documents as required.

1.5 Correspondence Address of Applicants

If the correspondence address you have provided in the flat application form is not the residential address on your NRIC or MyInfo profile, and you wish to change it subsequently, please login to My HDBPage using your SingPass via the e-Service, Change of Mailing Address.

1.6 Payment for flat

a) Applicant(s) who have applied for a flat, will need to make the following payments:

Point of Payment	Item(s) payable
(i) During flat Selection	Option Fee of up to \$2,000 (based on the type of flat selected), before HDB grants an Option to Purchase
(ii) <u>Before Signing Agreement for Lease</u>	<u>Downpayment, related stamp duty and conveyancing fees to the appointed solicitor before the expiry of the Option</u>
(iii) <u>Before taking possession of flat</u>	<u>Resale levy (for second-timer applicants)</u> <u>Balance purchase price, related stamp duty and conveyancing fees to the appointed solicitor</u>

b) HDB will notify the applicants via SMS/email when the payments are due. Payments will be via the payment modes specified by HDB in the SMS/ email notification. Payments are to be made within 3 calendar days from the SMS/ email notification.

1.7 If full payment is not received when due (ie. before the appointment to sign the Agreement for Lease or take possession of flat), HDB reserves the right to cancel the reserved appointment.

1.8 With the cancellation of the appointment by HDB, HDB will refund the monies received without accrued interest. For any cash payment received, HDB will make the refund to the applicants via Interbank GIRO based on the proportion and bank

account details provided by applicants. For any CPF payment received, HDB will make the refund to the applicants' respective CPF account.

2 KEY POINTS TO NOTE FOR 2-ROOM FLEXI SCHEME

The 2-room Flexi scheme comes with the following features:

- (a) Flexi lease option:
 - (i) 99-year lease or remaining lease years of a 99-year lease; or
 - (ii) short leases ranging from 15 to 45 years in 5-year increments

If all applicants and their spouses are at least 55 years old at the time of flat application, they can choose to buy the flat on a short lease ranging from 15 to 45 years in 5-year increments. The allowable lease period will be based on the age of the youngest applicant/spouse at the time of flat application. The chosen lease must be able to last all applicants and their spouses until at least age 95. The selection of lease period will be made during the flat selection.

(Please refer to the table in clause 6.3.)

- (b) At least 40% of the public flat supply set aside for the elderly.
An application is considered an elderly application if all applicant(s) and their spouses are at least 55 years old at time of application.
(Please refer to table in clause 1.2(b) on the flat supply set aside for elderly.)
- (c) If any of the applicant or their spouse have already taken two housing subsidies or have an interest in private property, or the average gross household income is more than \$7,000

The 2-room Flexi Scheme is also extended to the following households:

- (i) total average gross income of all persons listed in the Application Form is more than \$7,000 but less than \$14,000 a month at the time of the application; or
- (ii) applicant(s) or the essential family members or their spouse(s) have already taken two housing subsidies (please refer to clause 1.2(a)(i) to 1.2(a)(vi) on the various forms of housing subsidies); or
- (iii) applicant(s) or any person listed in the Application Form or their spouse(s) have an interest in private property; or
- (iv) applicant(s) or any person listed in the Application Form or their spouse(s) have at any time within 30 months before and the date of applying to buy an HDB flat, or between the date of the application and date of completing the purchase, bought, transferred or sold any flat, house, building or land, or any interest in it.

However, households mentioned in 2(c) are offered only the short-lease 2-room Flexi flat and applicants must meet the terms mentioned in 2(b) and the other conditions of purchase and sale under the Sale of Balance Flats.

The short-lease 2-room Flexi flats cannot be resold in the open market or rented out. Applicants who do not need the flat, can return the flat to HDB and HDB will refund the value of the remaining lease of the flat.

3 ELIGIBILITY CONDITIONS

3.1 Citizenship

All applicants must be Singapore citizens.

3.2 Age

(a) Buying a 99-year lease 2-room Flexi flat

All applicants must be at least 35 years old at the time of application.

Applicants can only apply for a 2-room Flexi flat in non-mature estates.

(b) Buying a short-lease 2-room Flexi flat

All applicants must be at least 55 years old at the time of application.

For flats in non-mature estates, applicants are eligible to buy a 99-year or a short-lease 2-room Flexi flats. For flats mature estates, applicants are eligible for short-lease 2-room Flexi flats only.

For applicants buying under the Non-citizen Spouse scheme, all applicants and their spouse must be at least 55 years old at the time of application.

3.3 Marital Status

(a) Applicant(s) under the Single Singapore Citizen Scheme or the Joint Singles Scheme must be an Unmarried person / Widow / Divorcee.

(b) Applicant under the Non-citizen Spouse Scheme must list their spouse as occupier in the application.

3.4 Income Ceiling

(a) Applicants will be eligible to buy a 99-year 2-room Flexi flat, if:

(i) the total average gross monthly income of all persons listed in the Application Form is not be more than \$7,000 at the time of application; and

(ii) all applicants are first-timer applicants;

If all applicants and their spouses are at least 55 years old at the time of flat application, they can choose to buy the flat on a short lease ranging from 15 to 45 years in 5-year increments. The allowable lease period will be based on the age of the youngest applicant/spouse at the time of flat application. The chosen lease must be able to last all applicants and their spouses until at least age 95. The selection of lease period will be made during the flat selection.

(b) Applicants will be eligible to buy a short-lease 2-room Flexi flat, if:

(i) the total average gross monthly income of all persons listed in the Application Form is more than \$7,000 but less than \$14,000 at the time of application; and

(ii) all the applicants (including their non-citizen spouses) are at least 55 years old at the time of application; and

- (iii) the application is made by a first or second-timer household; or
- (iv) the applicant(s) or the essential family members have already taken two housing subsidies (please refer to clause 1.2(a)(i) to 1.2(a)(vi) on the various forms of housing subsidies).

3.5 Financing

Mortgage loan is granted only to buyers of 99-year 2-room Flexi flat (or remaining lease term of a 99-year lease).

Before exercising the Option to Purchase, the applicants must have:

- (a) a valid HDB Loan Eligibility Letter if they are taking an HDB loan to finance the purchase of the flat; or
- (b) a valid Letter of Offer from a bank/financial institution if they are financing the flat purchase with a loan from the bank/financial institution; or
- (c) documentary proof acceptable to HDB that the applicants have the financial means to buy the flat without taking an HDB loan or a loan from a bank/financial institution if they will not be taking an HDB loan or a loan from a bank/financial institution.

3.6 Owning and having an interest in property

- (a) Applicants are eligible to buy a 99-year lease 2-room Flexi flat if all applicants or any person listed in the Application Form or their spouse(s):
 - (i) do not own any other flat, house, building or land, or have an estate or interest in any flat, house or land; or
 - (ii) did not at any time within 30 months before the date of applying to buy an HDB flat, or between the date of the application and the date of completing the purchase, bought, transferred or sold any flat, house, building or land, or any interest in it.
- (b) Applicants are only eligible to buy a short-lease 2-room Flexi flat if any applicant or any person listed in the application form or their spouse(s):
 - (i) own any other flat, house, building or land, or have an estate or interest in any flat, house or land; or
 - (ii) have within 30 months before the date of applying to buy an HDB flat, or between the date of the application and the date of completing the purchase, bought, transferred or sold any flat, house, building or land, or any interest in it.

If any applicant or any person listed in the application form or their spouse(s) still own the property mentioned in 3.6(b)(i), legally the applicant or the person listed in the application must dispose of any interest in the private property within six months from the date of collection of the keys to the new flat.

Conditions 3.6(a) and (b) includes HUDC flats and Executive Condominiums, properties acquired by gift or inheritance, private properties, properties outside Singapore and properties owned, gained or sold through nominees.

3.7 Additional amount payable

- (a) Applicants will need to pay an additional amount of \$15,000 on top of the flat price of a 99-year 2-room Flexi flat purchase compared with other applicants, if:
- (i) the applicants are first-timers; and
 - (ii) the applicants are applying under the Single Singapore Citizen Scheme and the Non-Citizen Spouse Scheme; and
 - (iii) the total average gross monthly income of all persons listed in the application form is not more than \$7,000 at the time of application.

For eligible elderly applicants who have the additional option of choosing the short lease ranging from 15 to 45 years in 5-year increments, the \$15,000 payable will be adjusted accordingly to the lease chosen.

- (b) An applicant will need to pay an additional amount of \$30,000 for a short-lease 2-room Flexi flat purchase compared with other applicants, if:
- (i) the applicants are a first-timer and the total average gross monthly income of all persons listed in the application form is more than \$7,000 but less than \$14,000 at the time of application; or
 - (ii) the applicants are first-timers and they or any person listed in the application form (including their non-citizen spouse) have an interest in private property; or
 - (iii) the application is a first-timer household and the applicant(s) or any person listed in the application form or their spouse(s) have at any time within 30 months before and the date of applying to buy an HDB flat, or between the date of the application and date of completing the purchase, bought, transferred or sold any flat, house, building or land, or any interest in it.

The additional amount payable will be adjusted accordingly to the lease chosen.

3.8 Payment of Premium / Levy

For 99-year lease 2-room Flexi flat

The applicant or spouse listed in this application must pay any premium or levy and interest due to HDB before they can buy or take possession of the new HDB flat. If the premium or levy or any part thereof remains unpaid by the applicant/spouse, this shall constitute a debt due to HDB.

For short-lease 2-room Flexi flat

Applicants must pay any premium or resale levy (capped at \$30,000) due to HDB if the applicant(s) or any essential family members listed in the application form or their spouse(s) have taken one or two housing subsidies (please refer to clause 1.2(a)(i) to 1.2(a)(vi) on the forms of housing subsidies). The premium or levy will be adjusted according to the term of lease chosen. If the premium or levy or any part thereof remains unpaid by the applicant/spouse, this shall constitute a debt due to HDB.

3.9 Wait-out Period

- (a) Existing Owner or Ex-owner of a Flat/Executive Condominium (EC) unit
An applicant, his/ her spouse or essential occupier listed in the application who is an existing owner or ex-owner of a flat bought directly from HDB, or a resale flat

bought under the CPF Housing Grant Scheme or Design Build and Sell Scheme (DBSS) flat/ Executive Condominium (EC)* unit bought from a developer, may apply to buy an HDB flat on condition that a 5-year period (excluding any period of renting out the whole flat) has lapsed from the date of taking possession of that flat/ EC to the date of this application.

- (b) Essential occupier of an Existing HDB flat Executive Condominium (EC) unit
Any person currently listed as an essential occupier of an existing HDB flat bought directly from HDB, or a resale flat bought under the CPF Housing Grant Scheme or Design Build and Sell Scheme (DBSS) flat / Executive Condominium (EC)* unit bought from a developer, may apply to buy an HDB flat or be listed as an occupier only if he/ she has stayed in the existing flat/EC unit for 5 years from the date of taking possession of the existing flat/EC unit to the date of this application.
- (c) Cancellation of flat booked
Applicants and the essential occupiers of the cancelled application will not be eligible to apply to buy another flat from HDB within one year after the cancellation.
- (d) One-year wait-out period for applicants who do not book twice
Second-timer applicants who do not book a flat after two (2) successful attempts, will not be allowed to participate in the subsequent sales exercises, including the open booking of flats for a period of one year.

3.10 Ownership of a Resale Flat

An applicant, his/ her spouse or any essential occupier listed in the application who is an existing owner of a resale flat bought without the CPF Housing Grant, may apply to buy an HDB flat on condition that a 5-year period (excluding any period of renting out the whole flat) has lapsed from taking possession of that resale flat to the date of this application.

An applicant who has booked a flat in a Build-To-Order, Sale of Balance Flats, Re-offer of Balance Flats exercise or the open booking of flats, will have his/her flat application cancelled if he/she or any essential occupier listed in the flat application buys a resale flat after booking a flat. The relevant financial forfeiture for cancellation of application will apply.

4. OTHER CONDITIONS

4.1 No withdrawal of Essential Occupier

Any person listed as an essential occupier in the application must continue to be listed in the application and must physically and continuously occupy in the new flat during the 5-year occupation period. An essential occupier is one who forms a family nucleus with the applicant to qualify to buy a flat from HDB.

4.2 Change of Applicant/ Occupier

Any request for a change of applicants/ occupiers listed in the application is subject to HDB's approval. If the existing applicants/occupiers become ineligible to continue with the flat purchase, the application will be cancelled, and all monies paid will be forfeited.

4.3 Outstanding Debts Owing to HDB

If there are any outstanding debts or monies owing to HDB by any person listed in the flat application, the applicant must settle such debts and pay any administrative charge as determined by HDB, before he/ she can proceed to buy or take possession of the new flat.

Where an applicant or occupier listed in the Application is required to pay a cash sum arising from the forfeiture of the registration deposit, under a previous application under the Fiance/Fiancee Scheme, he/ she must pay such cash sum and interest thereon as may be determined by HDB before his/ her application can be considered.

4.4 Debarment

A person who has been debarred from buying a flat from HDB under any of HDB's or the Government's rules, regulations or policies will not be eligible to buy an HDB flat or be listed as an occupier in an application for an HDB flat.

4.5 Ethnic Classification

For applications under the Joint Singles Scheme where there is more than one applicant in an application and all of them are of the same ethnic group, the household will be classified based on their ethnic group. For applicants of different ethnic groups, they can request to classify their household under their preferred ethnic group and the option made is final and irrevocable.

For applications under the Non-Citizen Spouse Scheme where an application made by a couple of the same ethnic group, the household will be classified based on their ethnic group. For couples of different ethnic groups, they can request to classify their household under the applicants' or their spouse's ethnic group and the option made is final and irrevocable.

For applicants with double-barrelled race listed in their Identity Cards, only the first ethnic group of the double-barrelled race will be considered. For example, if an applicant has a double-barrelled race of "Indian-Chinese", only "Indian" will be used in the ethnic classification process. This ensures the same treatment for applicants with a singular or double-barrelled race.

The ethnic classification of the household at the point of flat purchase will remain unchanged when they later sell the flat.

5. PRIORITY SCHEMES

5.1 Important Notes

Applicants may wish to apply for an HDB flat under the Senior Priority Scheme. The conditions for the Priority Schemes (known as the 'Conditions of the Scheme') shall be in addition to all of HDB's conditions of purchase and sale under the Sale of Balance Flats. In the event of any inconsistency between the Conditions of the Scheme and the General Conditions For Purchase Of A Flat Under Sale of Balance Flats, the Conditions of the Scheme shall prevail.

In the event of death, divorce or separation of any person listed in the application after approval of the application under any of the Priority Schemes, the applicant must produce the relevant documents (e.g. Death Certificate, divorce documents, Deed of Separation) to HDB for verification within 14 days from the date of the demise, divorce or separation respectively.

If an applicant becomes ineligible to buy an HDB flat under any of the Priority Schemes, his/ her application will be cancelled and all monies paid will be forfeited.

If the applicant breaches any of the conditions of the Priority Scheme or makes any false declaration/ misrepresentation under any of the Scheme for the purchase of an HDB flat under the scheme, the application will be cancelled and all monies paid towards the application will be forfeited. If he/ she has already taken possession of the HDB flat, HDB will compulsorily acquire or determine the Lease of the HDB flat and all monies paid towards the flat will be forfeited.

5.2 Senior Priority Scheme

Applicants, who are aged 55 and above, who wish to apply for the Senior Priority Scheme (SPS) must indicate their request for "Senior Priority Scheme" in the Application Form. Applicants who requested for the SPS will be balloted under the scheme if they meet the conditions to buy a 2-room Flexi flat and also the following conditions under 5.2(a) or 5.2(b) or 5.2(c):

(a) Applicants who are existing owners of residential property (applicable to both HDB flat and owner-occupied private residential property)

- (i) Their existing HDB flat is within 4 km from any of the blocks (offered in this SBF exercise) in the town/estate applied for; or
- (ii) Their existing owner-occupied private property is located within 4 km from any of the blocks (offered in this SBF exercise) in the town/estate applied for.

(b) *Married applicants Living near their parents/married child(ren)

- (i) Their parents' or married child's current HDB flat* is within 4 km from any of the blocks (offered in this SBF exercise) in the town/estate they are applying for, and their parents or married child must be owners or registered occupiers of the HDB flat or registered tenants or occupiers of the HDB rental flat; or

* If the parents/married children have booked a new HDB flat under construction or submitted an application to buy a resale flat, the new flat or resale flat may be used for the proximity reference. The MCPS will be withdrawn if the parents/married children cancel the new flat application or the resale application.

- (ii) Their parents or married child are physically residing in a private property owned by applicants' parents/married child or applicants' parents/married child's immediate family member that is located within 4 km from any of the blocks (offered in this SBF exercise) in the town/estate they are applying for.

Parents/ married child(ren) who are non-residents or who are on social visit passes/ visas to Singapore are not eligible to qualify for the SPS.

Successful applicants under 5.2(b)(i) or 5.2(b)(ii) must ensure that before they take possession of the 2-room Flexi flat and for a period of 5 years from taking possession of the 2-room Flexi flat, their parents/married child(ren):

- continue to reside within 4 km from any of the blocks (offered in this SBF exercise) in the town/estate they are applying for;
- do not submit any application or be included as occupiers in any application to buy a flat directly from the HDB, a resale flat or a Design, Build and Sell Scheme (DBSS) flat or an Executive Condominium unit, that is more than 4 km of the new flat; and
- do not take over the lease or tenancy of a flat (including DBSS flat) or an Executive Condominium, that is more than 4 km of the new flat.

(c) Married applicants Living with parents/ married child(ren)

They are applying for a 2-room Flexi flat and have included their parents or married child(ren) in the application.

Parents/ married child(ren) who are non-residents or who are on social visit passes/visas to Singapore are not eligible to qualify for the SPS.

Successful applicants must ensure that before they take possession of the 2-room Flexi flat and for a period of 5 years from taking possession of the 2-room Flexi flat, their parents/ married child(ren):-

- do not withdraw as owner/occupier of the new flat and must physically and continuously occupy the 2-room Flexi flat;
- do not submit any application or be included as occupiers in any application to buy a flat directly from the HDB or a resale flat or a Design, Build and Sell Scheme (DBSS) flat or an Executive Condominium unit;
- do not rent an HDB flat (including DBSS flat)

An applicant or occupier listed in the application for a 2-room Flexi flat and who is an owner of an existing HDB flat, must dispose of/ relinquish his/ her interest in the existing flat within 6 months from taking possession of the 2-room Flexi flat. If he/she fails to do so, the 2-room Flexi flat has to be surrendered to HDB and a sum equivalent to 5% of the purchase price of the 2-room Flexi flat booked and/or any other amount as determined by HDB shall be forfeited. The sale of the existing flat in the open market is subject to HDB's approval and prevailing resale policies, rules and regulations.

- (b) For applicants who applied for the SPS to stay near or stay with their parents/married child(ren), their parents/married child(ren) will need to sign an SPS undertaking. The signing needs to be witnessed by an HDB staff either via a video call or in person during the flat selection appointment so that the parents/married child(ren) can acknowledge the conditions under the SPS.

For the purpose of determining whether the applicant meets the above criteria, HDB will rely solely on its records and/or the records of other relevant authorities as it

deems fit. HDB reserves the right to reject as evidence, any form of private tenancy agreements or contracts made by or with the applicant's parents/married child(ren) and any other party, including receipts for rents paid by the applicant's parents/married child(ren).

6. SELECTION OF FLAT

- 6.1 A computer ballot will be conducted to shortlist applicants and determine their queue positions to book a flat. Those shortlisted will be informed of their queue position and invited to book a flat, subject to the availability of flat and ethnic quota. Applicants who are not shortlisted will be informed that they are unsuccessful in their application.
- 6.2 Applicants' eligibility to buy a flat is assessed during the selection appointment. Hence, applicants who are invited to book a flat must produce all original documents requested by HDB for verification. Applicants can only book a flat only after they have produced the supporting documents to confirm their eligibility to buy under HDB's prevailing policies, rules and regulations.
- 6.3 If all applicants and their spouses are at least 55 years old at the time of flat application, they can choose to buy the flat on a short lease ranging from 15 to 45 years in 5-year increments. The allowable lease period will be based on the age of the youngest applicant/spouse at the time of flat application. The chosen lease must be able to last all applicants and their spouses until at least age 95. The selection of lease period will be made during the flat selection.

Age of youngest applicant/ spouse-Occupier at flat application	Lease period		Age of youngest Owner/ spouse-occupier at the end of minimum lease
	Minimum (Years)	Other Options (Years)	
55 to 59	40	45	95 to 99
60 to 64	35	40, 45	95 to 99
65 to 69	30	35, 40, 45	95 to 99
70 to 74	25	30, 35, 40, 45	95 to 99
75 to 79	20	25, 30, 35, 40, 45	95 to 99
≥ 80	15	20, 25, 30, 35, 40, 45	≥ 95

- 6.4 Upon booking of a flat, applicants will have to pay an option fee (by NETS) and HDB will grant them an Option to Purchase. The option fee payable is \$500.
- 6.5 For applicants who have booked a flat under the Sale of Balance Flats, their other applications for a new flat/ or a DBSS/EC unit (if any) will be cancelled.

7. APPLICATION FOR MORTGAGE LOAN (applicable to 99-year lease 2-room Flexi flat only)

7.1 Loan Eligibility

Applicants are advised to check on their loan eligibility through the HDB InfoWEB or Loan Enquiry Counters at HDB Hub before they commit to buy a flat. Those who intend to apply for an HDB loan in their flat purchase will need to apply for an HDB Loan Eligibility (HLE) Letter first. For applicants who are applying for a loan from the banks or financial institutions licensed by the Monetary Authority of Singapore (MAS), they are required to produce a valid Letter of Offer.

7.2 HDB Loan Eligibility Letter (HLE)

Applicants may be offered an HDB housing loan of up to 90% of the purchase price of the flat, subject to full utilisation of the available balance in their CPF Ordinary Accounts and credit assessment by HDB.

For applicants who intend to take a second HDB concessionary loan, the loan amount to be offered will be reduced by the full CPF proceeds (refunded into their CPF Ordinary Accounts) and 50% of the cash proceeds from the disposal of the applicants' existing or immediate past HDB flats. The manner of disposal of their existing or immediate past HDB flats includes sale, transfer, surrender or compulsory acquisition.

Read more about applying for an [HDB Housing Loan and what to note](#).

Applicants who are eligible and are applying for an HDB housing loan, must have a valid HLE letter when they book a flat. Applicants will not be granted a mortgage loan from HDB for their purchase of the HDB flats if they do not have a valid HLE letter by the time they exercise the Option to Purchase (by signing the Agreement for Lease).

If the applicant(s) is/are not using their CPF monies to pay the monthly loan instalments or their CPF monies are insufficient, they will have to pay the monthly loan instalments through GIRO.

If the applicant(s) is/are using their CPF monies to pay part of the monthly loan instalments, they will have to pay the remaining part of the monthly loan instalments through GIRO.

Applicants have to submit a duly completed and signed GIRO application form before an HDB housing loan is disbursed.

The approval of loan application shall be at HDB's sole discretion and subject to HDB's prevailing rules and regulations, and such terms and conditions as may be imposed by HDB.

7.3 Mortgage Loan from Banks/Financial Institutions

Applicants who are taking a mortgage loan from banks or financial institutions licensed by the Monetary Authority of Singapore (MAS) will have to obtain a valid Letter of Offer from the bank/financial institution before they exercise the Option to Purchase by signing the Agreement for Lease.

8. SIGNING AGREEMENT FOR LEASE

- 8.1 Applicants will be invited to sign the Agreement for Lease with the HDB and pay a downpayment within nine (9) months after obtaining the Option to Purchase. In addition, they have to pay legal and stamp fees on the purchase price.
- 8.2 Within nine (9) months after obtaining the Option to Purchase:
- (a) Applicants who are taking a mortgage loan from HDB or not taking a mortgage loan will have to pay 10% of the purchase price of the flat as downpayment; and
 - (b) Applicants who are taking a mortgage loan from banks or financial institutions licensed by the Monetary Authority of Singapore (MAS) will have to pay 20% of the purchase price of the flat as downpayment.
- 8.3 Applicants who are taking a mortgage loan from banks or financial institutions licensed by the Monetary Authority of Singapore (MAS), will have to comply with the prevailing regulations and guidelines imposed by MAS and the respective banks or financial institutions, including stipulations relating to the Loan-To-Value (LTV) limit and cash downpayment.

9. TAKING POSSESSION OF NEW FLAT

- 9.1 Payment for the Balance of the Purchase Price
- (a) For 99-year lease 2-room Flexi flat
Applicants are required to pay the balance purchase price (inclusive of premium or levy, where applicable), before they can take possession of the flat. They may use their CPF or cash savings and/or mortgage loan to pay the balance purchase price (inclusive of premium or levy, where applicable and subject to CPF Board's and the mortgagee bank's approvals). Payment of levy and accrued interest due to HDB, must be made in cash.
 - (b) For short-lease 2-room Flexi
 - (i) No mortgage loan is granted to buy the short-lease 2-room Flexi flat. Applicants are required to pay the balance of the full purchase price and the resale levy (if this applies) before taking possession of the flat.
 - (ii) Applicants may use more CPF savings (if the CPF Board agrees), after they have set aside the Basic Retirement Sum.

For more details, please visit the CPF Board's website at www.cpf.gov.sg

9.2 Disposing of Existing Flat/Property

- (a) An applicant or occupier listed in the application who is an owner of an existing HDB flat (including Design, Build & Sell Scheme (DBSS) flat), must dispose of/ relinquish his/ her interest in the existing flat within 6 months from taking possession of the new flat. The disposal/relinquishment of the existing flat is subject to HDB's approval and prevailing policies, rules and regulations. Any HDB approvals for the existing flat to be rented out will also be revoked after six months from the date of taking possession of the new flat.

- (b) Applicants or occupiers who are existing tenants of an HDB rental flat must terminate the tenancy and surrender vacant possession of the rental flat to HDB within 4 months from of taking possession of the new flat.
- (c) Applicants or any occupier listed in the application already own and have an interest in a private property (if this applies) must get rid of any interest in the private property within six months from taking possession of the new flat.

Note: HDB collects personal data from you to administer HDB's public housing programmes and services. We may share, obtain and use necessary data with/from other Government agencies, or with parties to whom you have authorised disclosure of your personal data, except where prohibited by legislation. This is to enable us to service you in the most convenient, efficient and effective way. We will NOT share your personal data with non-Government entities, except where such entities have been authorised to carry out specific Government services or when you have authorised the disclosure.

If you would like to find out more about HDB's Data Protection and Privacy Policy, you can visit our website www.hdb.gov.sg for more details.

10. FORFEITURE AND WAIT-OUT PERIOD UPON REJECTION OF FLAT

10.1 Before Signing Agreement for Lease

If the applicant rejects the booked flat before he/ she signs the Agreement for Lease, his/ her application will be cancelled and applicants will forfeit the option fee.

10.2 After Signing Agreement for Lease

If the applicant rejects the booked flat after he/ she signs the Agreement for Lease, his/ her application will be cancelled and applicants will forfeit a sum equivalent to 5% of the purchase price of the flat.

- (a) Where the downpayment is paid using applicants' CPF monies, HDB will refund the balance downpayment (if any) to applicants' respective CPF Account. IRAS will process the refund, subject to approval.
- (b) Where any part of the balance downpayment is paid in cash, HDB will make the refund to the applicants' bank account. All applicants must sign and submit a Letter of Authorisation specifying the proportion of the refund. The refund of the balance downpayment paid in cash will be made to the bank account via Interbank GIRO based on the details provided by the applicants.
- (c) IRAS will process the refund of stamp fees paid in cash, subject to approval. The refund for any stamp fee using paid in cash will be via cheque and based on the proportion specified by the applicants in the Letter of Authorisation.

10.3 One-year wait-out Period

Regardless of whether the applicant rejects the booked flat before or after signing the Agreement for Lease, all applicants and essential occupiers listed in the flat application will have to wait out one year before they can apply for another subsidised housing. This shall be without prejudice to any other actions which HDB may take under other clauses.

During the one-year wait-out period, which starts from the date of cancellation of the flat application, the applicants and essential occupiers of the cancelled application are not allowed to submit any application or be included as essential occupiers in any application for subsidised housing, which includes:

- (a) buying a subsidised flat from the HDB;
- (b) buying a resale flat with a CPF Housing Grant (including an Enhanced CPF Housing Grant);
- (c) buying a Design, Build & Sell Scheme (DBSS) flat or an Executive Condominium (EC) unit from the developer;
- (d) buying a resale flat that has been announced for Selective En bloc Redevelopment Scheme (SERS); and
- (e) taking over an existing subsidised flat by way of an outright transfer.

Note:

The acceptance of any application does not constitute an approval for the purchase of a flat from HDB. Applicants' eligibility to buy a flat will be assessed under the prevailing policies, rules and regulations. Applicants are required to produce relevant supporting documents to confirm their eligibility for the flat purchase as and when required to do so.

Applicants who are lacking in mental capacity to understand the nature and consequences of the flat transaction they are entering into, will have to appoint a Deputy under the Mental Capacity Act to act on their behalf. HDB reserves the right to cancel any application or remove an applicant's name from the application, if the applicant is found to be lacking in mental capacity.

HDB has the right to reject any application or delete any person's name from the application without assigning any reason. If HDB deems that the applicant is not eligible to apply for an HDB flat or becomes ineligible to retain the application under HDB's prevailing policies / conditions in force from time to time, the application will be cancelled and all monies paid will be forfeited, at the sole discretion of HDB.

The General Conditions For Purchase of A Flat Under Sale of Balance Flats contained in this form are current and subject to changes from time to time. HDB reserves the right to add, delete and/or vary the terms and conditions at any time. All decisions by HDB shall be final and conclusive.

Words importing the singular number, or the masculine gender herein shall include the plural number or the feminine gender where applicable.

CAUTION: IN ADDITION TO OTHER REMEDIES, THE HOUSING & DEVELOPMENT ACT (CHAPTER 129) PROVIDES THAT ANY PERSON WHO MAKES A FALSE STATEMENT IS LIABLE ON CONVICTION TO A FINE NOT EXCEEDING \$5,000/- OR IMPRISONMENT FOR A TERM NOT EXCEEDING 6 MONTHS OR BOTH.

The HDB reserves the right to debar any person who makes a false statement from buying a flat* or taking over ownership of a flat* by way of transfer, being included as an essential occupier of a flat* or taking up an HDB housing loan for a period of 5 years from the date of cancellation of the application or the date of approval to compulsorily acquire the HDB flat. Any existing application registered in the HDB's rental waiting list will also be cancelled.

* includes a unit to be bought under the Design, Build and Sell Scheme or the Executive Condominium Housing Scheme