



Ministry of Education
SINGAPORE

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2 Sep 2020

YYD Education Centre Ltd
1 Tampines North Drive 1
#06-09 T-Space
Singapore 528559

Attention to: Mr Joel Tan
Board Member, YYD Education Centre Ltd

Dear Sir,

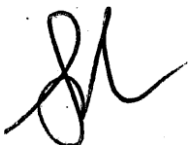
**YYD EDUCATION CENTRE LIMITED (“THE CHARITY”)
APPLICATION FOR APPROVAL AS AN INSTITUTION OF A PUBLIC CHARACTER (“THE
APPLICATION”)**

We are pleased to inform you that the Charity has been approved as an Institution of a Public Character (“IPC”) under the Charities Act (Cap. 37) (“the Act”) for **2 years with effect from 2 Sep 2020 to 1 Sep 2022** on the basis that all its activities are to benefit school children from lower income families and such activities are offered free of charge for these students from lower income families.

- 2 If at any time during this period, the Charity fails to comply with the Charities (IPC) Regulations (“the IPC Regulations”), the IPC status may be suspended or revoked without prior notice.
- 3 Please ensure that the Charity continues to comply with the following regulations:
 - (a) Auditor’s report to disclose on the use of donation monies and whether such use is in accordance with the objectives of the Charity;
 - (b) Auditor’s Report to disclose whether the Charity has complied with the 30/70 fundraising rule;
 - (c) Annual Report to disclose the policy relating to the management and avoidance of conflicts of interest;
 - (d) Annual Report and audited financial statements to be submitted within 6 months from the end of each financial year;
 - (e) Audited financial statements to disclose the total amount of tax-deductible donations received for the period to which the financial statements relate; and
 - (f) Latest financial and non-financial information of the Charity to be disclosed online via the Charity Portal.

- 4 An approved IPC is allowed to solicit funds from the public to pursue its worthy causes and the donors are given tax-deductions for their donations. The IPC status therefore comes with its obligations to be transparent and accountable in its use of funds to the public, such as putting in place documented policies and procedures to ensure that tax deduction receipts are issued for qualifying donations received by the Charity and appropriately authorised by the Charity prior to issuance.
- 5 In this regard, we would like to draw your attention to the conditions for conferment of IPC status and in particular the following regulations under the IPC Regulations:
- (a) Issue of Tax Deduction Receipts (Regulation 9)
With the IPC status, the Charity can issue tax deduction receipts in respect of tax deductible donations to its donors. For more information on tax deductible donations, please refer to IRAS's website under "Charities/IPC's" followed by "Donations and Tax Deductions".
 - (b) Fund-Raising Expenses (Regulation 15)
The total fund-raising and sponsorship expenses of an IPC for each financial year must not exceed 30% of the total gross receipts from fund-raising.
 - (c) Annual Return of Donations (Regulation 16(2))
An IPC must submit the details of all tax deductible donations received in the preceding year to the Comptroller of Income Tax by 31 January each year unless otherwise informed by the Commissioner of Charities.
- 6 Meanwhile, we wish to remind you that should the Charity change its external auditor, the Charity is required to submit the declaration completed by its newly appointed external auditor for our approval. A copy of the declaration form is available on the Charity Portal.

Yours sincerely,



MS CAI SUZHEN
LEAD MANAGER, CHARITIES