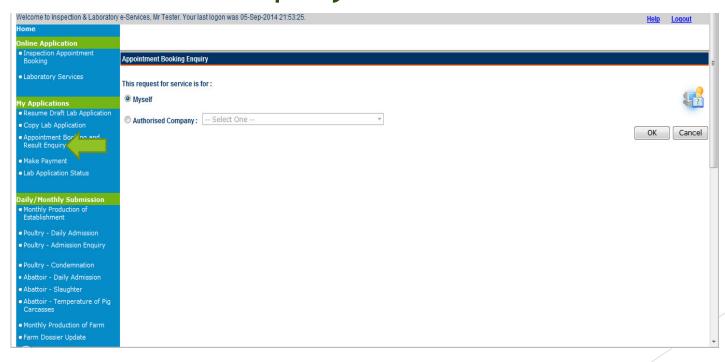
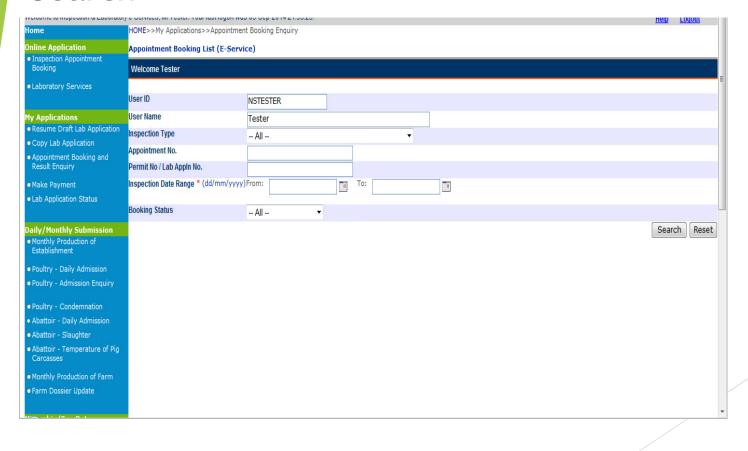
How to Amend, Cancel & Check Pending Appointments

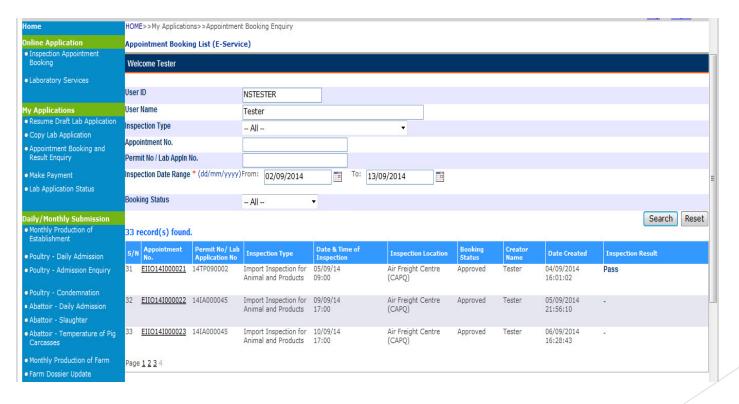
► Click 'Appointment Booking & Result Enquiry' under My Applications and select 'Myself' or 'Authorised Company'



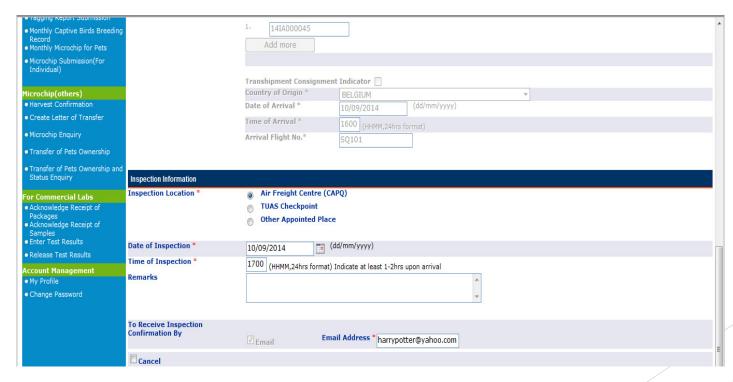
Enter 'Inspection Date Range' and click 'Search'



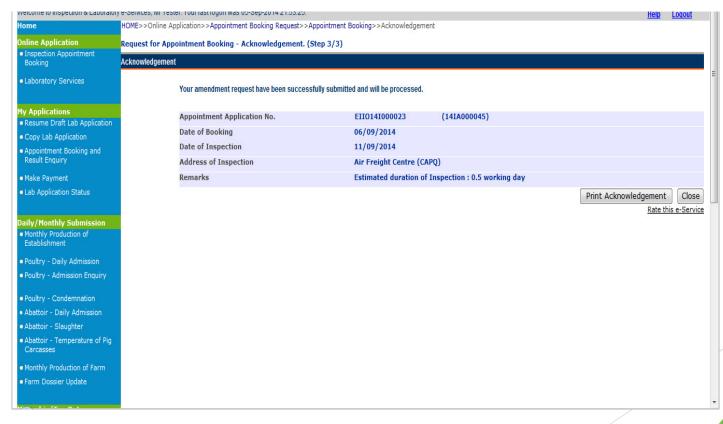
Select respective Appointment Application number



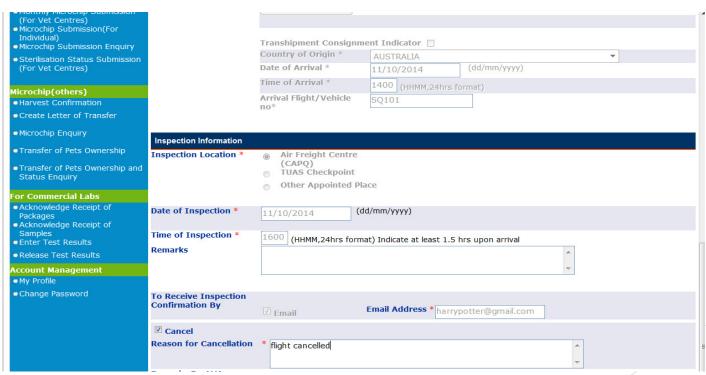
► For AMENDMENTS, enter the confirmed inspection details and click 'Next' then submit



Acknowledgement message will be prompted after amendment



► To CANCEL appointment, tick the 'Cancel' box and enter reason for cancellation. Click 'Next' then 'Save'.



► Acknowledgement message will be prompted after cancellation.

