

5 March 2021

## Address for Counter Services for Documentation in Singapore

Dear Customer,

We are pleased to inform you that Our Documentation Counter has started to operate in our Paya Lebar Quarter (PLQ1) office.

For Documentation Counter Services, please inform the Concierge on your arrival in PLQ1 to proceed to Level 14.

Our Documentation Counter is located at:  
1 Paya Lebar Link,  
#14-01 Paya Lebar Quarter (PLQ1),  
Singapore 408533

Counter Operating Hours:  
Mon-Fri: 09:00-16:00 Counter (Last ticket issuance at 15:45)  
Lunch Hour: 12:30-13:30 (Last ticket issuance at 12:15)  
Closed on Saturday, Sunday and Public Holidays

We have introduced our e-counter digital services from this year. To reduce your waiting time for counter service and accurate processing of your documentation request, we strongly encourage you or the courier services you have engaged to submit your request prior your arrival at the counter to reduce the waiting time.

The form submission also serves as a reassurance to you that the documentation dropped in the Documentation Dropbox will be processed by our Customer Experience team within the stipulated timing.

Scan QR Code:



or you may access via the link [here](#)

Should you require any further information, please contact our Customer Experience team.

Thank you

Maersk Singapore Pte Ltd