

FORM E1F

Commissioner of Stamp Duties
55 Newton Road, Revenue House
Singapore 307987

**REQUISITION FORM FOR
SALE & PURCHASE**



INLAND REVENUE
AUTHORITY
OF SINGAPORE

**Nature of Transaction: Sale/ Disposal
Document Description/ Title: Declaration of Trust**

This form may take you 10 minutes to fill in.

Please get ready the following information to fill in the form: -

- a) the document that you are paying Stamp Duty on;
- b) particulars of the parties involved and any other details related to the document.

Please complete this Form in BLOCK letters.

Fields that are marked with * are mandatory.

FOR OFFICIAL USE	Document Ref No.	
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Getting Started

Applicant's Name*	
Applicant's Email Address*	
Applicant's Contact No.*	+65
File Ref No. (optional)	
Nature of Transaction	Sale/ Disposal
Document Description/ Title*	Declaration of Trust

Document Details

Format of Document* (Select "Physical" or "Electronic")	<input type="checkbox"/> Physical	<input type="checkbox"/> Electronic (Select one of the Mode of Offer and Acceptance if it is "Electronic")	
	Mode of Offer* (Select one)		
	<input type="checkbox"/> Email	<input type="checkbox"/> Messaging Service (e.g. SMS, WhatsApp)	
	<input type="checkbox"/> Website/ Portal	<input type="checkbox"/> Physical	
	<input type="checkbox"/> Verbal		
	<input type="checkbox"/> Others (If Others, please specify)*		
	Mode of Acceptance* (Select one)		
	<input type="checkbox"/> Email	<input type="checkbox"/> Messaging Service (e.g. SMS, WhatsApp)	
	<input type="checkbox"/> Website/ Portal	<input type="checkbox"/> Physical	
	<input type="checkbox"/> Others (If Others, please specify)*		
Document signed in* (Select "Singapore" or "Overseas")		<input type="checkbox"/> Singapore	<input type="checkbox"/> Overseas
Date of Document (Date of Sale/ Disposal)* (DD/MM/YYYY)		Received Date of Document in Singapore (DD/MM/YYYY)* (Mandatory if "Document signed in" is "Overseas")	
Date of Purchase/ Acquisition* (DD/MM/YYYY)			
Relationship between Trustee and Beneficiary* (Select one)			
<input type="checkbox"/> Company and Nominee		<input type="checkbox"/> Family/ Relatives (excluding Parent-Child, Spouse and Sibling)	
<input type="checkbox"/> Parent and Child		<input type="checkbox"/> Sibling	
<input type="checkbox"/> Spouse		<input type="checkbox"/> Trustee/ Member of Association/ Society/ Organisation	
<input type="checkbox"/> Others (If Others, please specify)*			
Reasons* (You may select more than one.)			
<input type="checkbox"/> Beneficiary is a minor		<input type="checkbox"/> Beneficiary is not a legal entity	
<input type="checkbox"/> Estate planning		<input type="checkbox"/> Pursuant to nominee arrangement	

Others (If Others, please specify)*

Trustee Details#			
Profile*	<input type="checkbox"/> Singapore Citizen	NRIC	
	<input type="checkbox"/> Singapore PR	NRIC	
	<input type="checkbox"/> Foreigner	Identity Type	<input type="checkbox"/> FIN <input type="checkbox"/> PASSPORT <input type="checkbox"/> OTHERS
	Identity No.*		
	<input type="checkbox"/> Entity	Identity Type	<input type="checkbox"/> UEN-LOCAL CO <input type="checkbox"/> UEN-BUSINESS <input type="checkbox"/> UEN-OTHERS <input type="checkbox"/> OTHERS
	Identity No.*		
Name*			
Email Address*			
Mobile/ Contact No.*	+65		
	(Note: Enter Mobile No. if Profile selected is Singapore Citizen, Singapore PR or Foreigner)		

For entity/ individual with a foreign identification number, please enter the following details.			
Gender* (Not applicable if Profile is Entity)	<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth* (DD/MM/YYYY) (Not applicable if Profile is Entity)	
Mailing Address* (Select "Singapore" or "Other")			
<input type="checkbox"/> Singapore	Postal Code*		Blk/ House No.* (Enter if postal code consists of multiple blocks)
	Level-Unit	# -	
<input type="checkbox"/> Other (for Foreign or PO Box Address)	Country*		
	Address Line 1*		
	Address Line 2*		
	Address Line 3		
	Address Line 4		

Trustee Details#			
Profile*	<input type="checkbox"/> Singapore Citizen	NRIC	
	<input type="checkbox"/> Singapore PR	NRIC	
	<input type="checkbox"/> Foreigner	Identity Type	<input type="checkbox"/> FIN <input type="checkbox"/> PASSPORT <input type="checkbox"/> OTHERS
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	Identity No.*		
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	Level-Unit	#	-
<input type="checkbox"/> Other (for Foreign or PO Box Address)	Country*		
	Address Line 1*		
	Address Line 2*		
	Address Line 3		
	Address Line 4		

Beneficiary Details#			
Profile*	<input type="checkbox"/> Singapore Citizen	NRIC	
	<input type="checkbox"/> Singapore PR	NRIC	
	<input type="checkbox"/> Foreigner	Identity Type	<input type="checkbox"/> FIN <input type="checkbox"/> PASSPORT <input type="checkbox"/> OTHERS
	Identity No.*		
	<input type="checkbox"/> Entity	Identity Type	<input type="checkbox"/> UEN-LOCAL CO <input type="checkbox"/> UEN-BUSINESS <input type="checkbox"/> UEN-OTHERS <input type="checkbox"/> OTHERS
	Identity No.*		
Name*			
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Mobile/ Contact No.*	+65		
(Note: Enter Mobile No. if Profile selected is Singapore Citizen, Singapore PR or Foreigner)			

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	Address Line 1*		
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(Note: Enter Mobile No. if Profile selected is Singapore Citizen, Singapore PR or Foreigner)			

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<input type="checkbox"/> Singapore	Postal Code*		Blk/ House No.* (Enter if postal code consists of multiple blocks)
	Level-Unit	#	-
<input type="checkbox"/> Other (for Foreign or PO Box Address)	Country*		
	Address Line 1*		
	Address Line 2*		
	Address Line 3		
	Address Line 4		

Remission/ Relief/ Exemption**Status of Eligibility**

Select the type for which the document is eligible.
Otherwise, continue to the next step.

Type* (Select one)

None is selected

Stamp Duties (Matrimonial Proceedings) (Remission)

This is to confirm that

1. This instrument is being made and the asset is being acquired as a result of compliance with a matrimonial proceeding for the division of the matrimonial assets.
2. **The asset is conveyed or transferred to:** (Select one)
 - The other party to the matrimonial proceedings.
 - Any child or children of the marriage or former marriage of the parties to those proceedings.
 - Both the other party and any such child or children.

Stamp Duties (Donations to Institution of a Public Character) (Remission)

This is to confirm that

1. This instrument effected the donation of the asset to any institution of a public character.
2. Ad valorem duty was paid/ remitted/ exempted on the acquisition by the donor of the asset.

Please provide the Document Ref No. for the stamping of the acquisition by the donor of the asset, if any.

Document Ref No. _____

Stamp Duties (Non-licensed Housing Developers) (Remission)

This is to confirm that

1. **The seller is:** (Select one)
 - A company registered under the Companies Act (Cap.50)
 - A business registered under the Business Registration Act (Cap 32)
 that is lawfully carrying on the business of housing development but is not a licensed housing developer.
2. This instrument is for the sale by the seller of any housing accommodation constructed in the course of the seller carrying on its business of housing development (exclude any alteration or additions to, or any repair or partial demolition and rebuilding of the housing accommodation).

Stamp Duties (HDB Transitional Housing) (Remission)

This is to confirm that

1. **This instrument is for disposition of the resale flat by the seller consequent to his taking possession of:** (Select one)
 - A DBSS flat from the developer which built and sold that flat
 - An executive condominium unit from the developer which built and sold that unit
2. This instrument is executed under the following circumstances:
 - (i) The seller has occupied the resale flat for a minimum period of 2 years commencing on the date of completion of the seller's purchase of the resale flat and ending on the date of expected delivery of possession of the DBSS flat, the executive condominium unit or the HDB flat, as the case may be.
 - (ii) The seller has not underlet or parted with possession of the resale flat or any part thereof except in the circumstances in paragraph (iii).
 - (iii) The deposition (by contract to sell or otherwise) of the resale flat is pursuant to an application to the HDB to sell it made within 6 months (or such longer period as the HBD may allow in any particular case) after taking possession of the DBSS flat, the executive condominium unit or the HDB flat, as the case may be.

