

New e-Stamping Portal

Pre-Launch Webinar

11 Oct 2022



INLAND REVENUE
AUTHORITY
OF SINGAPORE

Agenda

- 1) Important information
- 2) Overview of new features
- 3) Demonstration on new portal
 - Stamp Sale & Purchase Agreement
 - Stamp Lease/Tenancy Agreement
 - Pay Stamp Duty
 - Retrieve Stamp Certificate
 - Amend/Revise Stamping Records
- 4) Q&A

**Important information
to take note**



Important information

Q1: When will the new e-Stamping Portal be launched?

The new e-Stamping Portal will go-live **on 20 Oct 2022, 8am.**

Important information

Q2: When will the current e-Stamping Portal be decommissioned?

The current e-Stamping Portal will be decommissioned **on 14 Oct 2022, 12pm.**



Important information

Q3: What do I need to do before the current e-Stamping Portal is decommissioned?

Please e-stamp, submit and pay the stamp duty on all outstanding records/drafts **before 14 Oct 2022, 12pm.**

Any drafts not submitted before 14 Oct 2022, 12pm will be deleted and not be migrated to the new e-Stamping Portal.

Important information

Q4: What if I have e-stampings or stamp duty payments due during the period when the old portal is down and before the new portal is up?

Any stamping or stamp duty payments that are due within this period (from 14 Oct, 12pm till 20 Oct, 8am) will **be extended to 27 Oct 2022.**



Important information

Q5: Will I be able to access past records in the new e-Stamping portal?

Yes, you will be able to view past records with the same account that was used to stamp the document.

Any of the liable parties of the document will also be able to retrieve their own records.

Important information

Q6: Where can I find the new e-Stamping portal?

The new e-Stamping Portal can be found at <https://mytax.iras.gov.sg/> from **20 Oct 2022, 8am.**

If you access via the current portal URL, you will be redirected to the new portal.

Important information

Q7: Can I access the old e-Stamping portal once the new portal is launched?

From **14 Oct 2022, 12pm**, you will no longer be able to access the old portal.



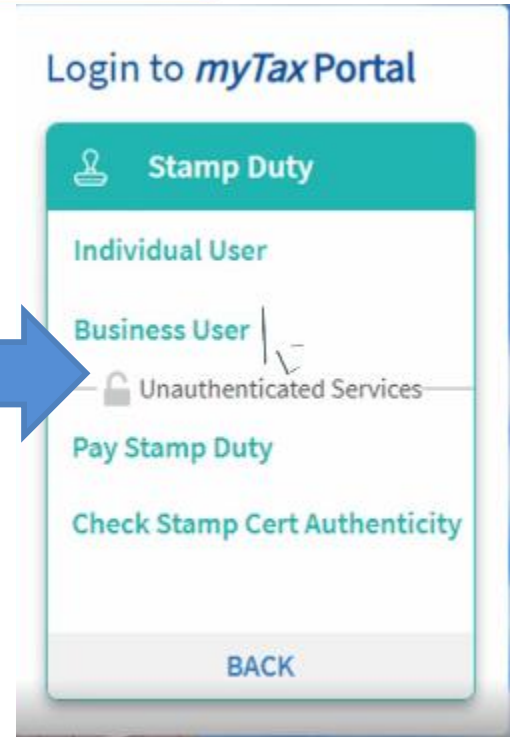
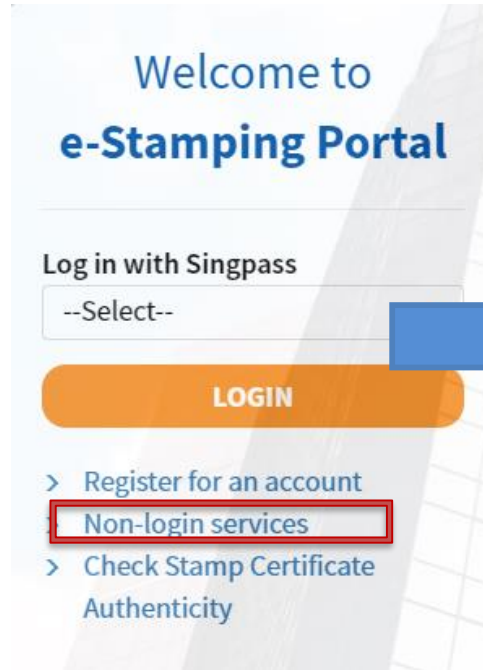
Overview of New Features



New feature 1: Removal of non-registered user

For enhanced system security, you will no longer be able to perform e-stamping as a “non-registered user”.

Instead, you must login via Singpass to perform e-stamping (except for selected unauthenticated services).



New feature 2: Universal search records

The main page now has a universal search records function that can help retrieve stamping records, stamp certificates, drafts, etc.

Simply search using any of the information that you have submitted for those documents.



The screenshot shows a web interface with two tabs: "Search Records/ Cases" (active) and "Check Stamp Certificate Authenticity". Below the tabs is a "Search By" section with a dropdown menu currently set to "All Ref No. (Min. 4 Digits/ Characters)". To the right of the dropdown is a text input field containing the placeholder text "e.g. Document Ref No., File Ref No., IRAS Case No.". Below the search input is a link labeled "[+] MORE OPTIONS". At the bottom right of the search area is a blue "SEARCH" button.

New feature 3: Auto-population of information

Information from past stamping records can be retrieved to be used for new stamping.

You may skip the section if there is no past related stamping record.



Enjoy less form-filling
You may retrieve a past related stamping record (if applicable) to speed up the form-filling.

Document Ref No.*
e.g. 2101311234567

SKIP RETRIEVE

New feature 3: Auto-population of info

After the relevant record is retrieved, select:

a) The information you wish to use to pre-fill the form, and

b) Which section of the form you wish to pre-fill.


Retrieved Record

[< BACK TO PREVIOUS](#)

Document Ref No.
2207293433526

Document Description/ Title
Acceptance to Offer of Lease

Date of Document
28 Jul 2022

 **Tips:** Select the records that you would like to pre-fill to the form. There may be other details to enter in the form after the selected details are pre-filled.

Landlord/ Lessor Details

LANDLORD
Singapore Citizen
NRIC -

Pre-filled to*

Select

Landlord/ Lessor

Tenant/ Lessee

New feature 4: Bulk stamping (collective sales)

Properties involved in collective sales can now be bulk stamped by following these steps:

Simpler way to stamp a Collective Sale Agreement(CSA):

1. Download the excel template from the following link and fill in all of the required information.

[↓ CSA SELLER DETAILS V1.0.XLSX \(200 KB\)](#)

2. Upload the completed excel file by clicking on the "Upload File" button.

3. For any changes, please edit the entry in your file and re-upload the edited file again.

4. The "Save Draft" function is only available in step "6. Summary". Hence, you are encouraged to complete the stamping in one sitting.

Upload File*

Supported File Type: xlsx, containing only one worksheet

Maximum File Size: 2.00 MB per file

Maximum Record per Submission: 2,500 records

UPLOAD FILE



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New feature 5: Edit before submission

In the old portal, you will be brought to the start of the stamping form when you click on “Edit Details” to correct the entries before submission.

The new portal provides a summary page with edit function for each section. Click on “Edit” hyperlink to be navigated directly to the respective section to update your entry.

New feature 5: Edit before submission

Seller/ Transferor Details

SAM
Singapore Citizen
NRIC -


Seller's Lawyer Details
LAW FIRM LLC, UEN-LOCAL CO -

Buyer/ Transferee Details

MIKE
Singapore Citizen
NRIC -

Property/ Land Details

MK 1

 NEWTON ROAD
Lot No. 12345A

Master Plan Zoning
Commercial and Residential



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New feature 6: Pay for multiple stampings

You can now pay for multiple stampings at one go. On the payment page, simply select all the records you wish to pay for and the total payable amount will be generated.

Select All

PENDING PAYMENT S\$ Due on 04 Aug 2022 <input checked="" type="checkbox"/> Add to Submission PAY	Sale & Purchase (Purchase/ Acquisition) Last updated on 01 Aug 2022 Document Ref No. 2208013446193 (Ver 1.0) File Ref No. - MK 1, NEWTON ROAD QUICK ACCESS
PENDING PAYMENT S\$ Due on 04 Aug 2022 <input checked="" type="checkbox"/> Add to Submission PAY	Sale & Purchase (Purchase/ Acquisition) Last updated on 01 Aug 2022 Document Ref No. 2208013443T04 (Ver 1.0) File Ref No. - 265 TAMPINES ST 21 QUICK ACCESS

You have selected **2** record(s)

Select All

Total Payable Amount
S\$ 264


PROCEED TO PAY

New feature 7: New payment mode

In the new portal, you can now pay stamp duty via PayNow.

Pay Stamp Duty

1 Review Payment 2 Select Payment Mode 3 Payment (If applicable) 4 Acknowledgement



Scan/ Save QR Code to Pay

Scan QR code with any participating bank's Mobile Banking app (PayNow service).

This QR code will expire on 13 Jul 2022.

🕒 14:52 mins remaining

Your payment amount is subject to the daily transaction limit set for your bank account.

Amount Payable: S\$1.00

New feature 8: Access to records

In the old portal, stamping records and stamp certificates can only be accessed by the applicant who had stamped the document.

The new portal will auto-grant access to the applicant and liable parties. Any other person who want access can request for it via the new request feature.

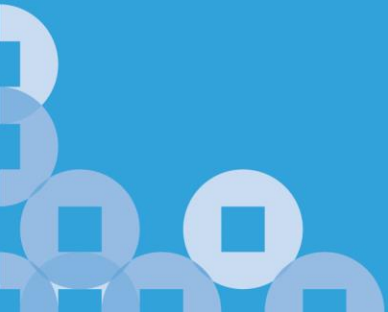
Request for shared access to others' stamping records

Document Ref No.

e.g. 2101311234567

REQUEST ACCESS

Resources



Where can I find more guidance?

Access our PDF and video guides on IRAS
“Frequently Used e-Stamping guides” page:

<https://www.iras.gov.sg/taxes/stamp-duty/for-property/other-services/frequently-used-e-stamping-guides>



Thank You

For more information, please refer to www.iras.gov.sg

The information presented in the slides aims to provide a better general understanding of taxpayers' tax obligations and is not intended to comprehensively address all possible tax issues that may arise. This information is correct as at (date). While every effort has been made to ensure that this information is consistent with existing law and practice, should there be any changes, IRAS reserves the right to vary its position accordingly.

