

Stamp Share Transfer



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LOGIN

FORM FILLING

SUMMARY

PAYMENT

- Go to <https://mytax.iras.gov.sg/>

- Select 'Stamp Duty'.



The image shows the 'myTax Portal Login' screen. On the left is a scenic photograph of a bridge over a river with buildings in the background. On the right, there are four login options: 'Personal Tax', 'Company/ Business Tax', 'Tax Agent Login', and 'Stamp Duty'. A red arrow points to the 'Stamp Duty' option. Below these options is a link to 'Client Notice of Transfer'. At the bottom, there is a link for users to 'Register for Singpass'.

Which Tax Login Am I ?

myTax Portal Login

Personal Tax

Company/ Business Tax

Tax Agent Login

Stamp Duty →

Client Notice of Transfer

Need access? Register for [Singpass](#)

- Login as "Individual User" or "Business User".



The image shows the 'Stamp Duty' login screen. On the left is a scenic photograph of the Singapore skyline, including the Marina Bay Sands. On the right, there are two login options: 'Individual User' and 'Business User'. Below these options is a section for 'Unauthenticated Services' with links to 'Pay Stamp Duty' and 'Check Stamp Certificate Authenticity'.

← Stamp Duty

Individual User

Business User

Unauthenticated Services

Pay Stamp Duty

Check Stamp Certificate Authenticity

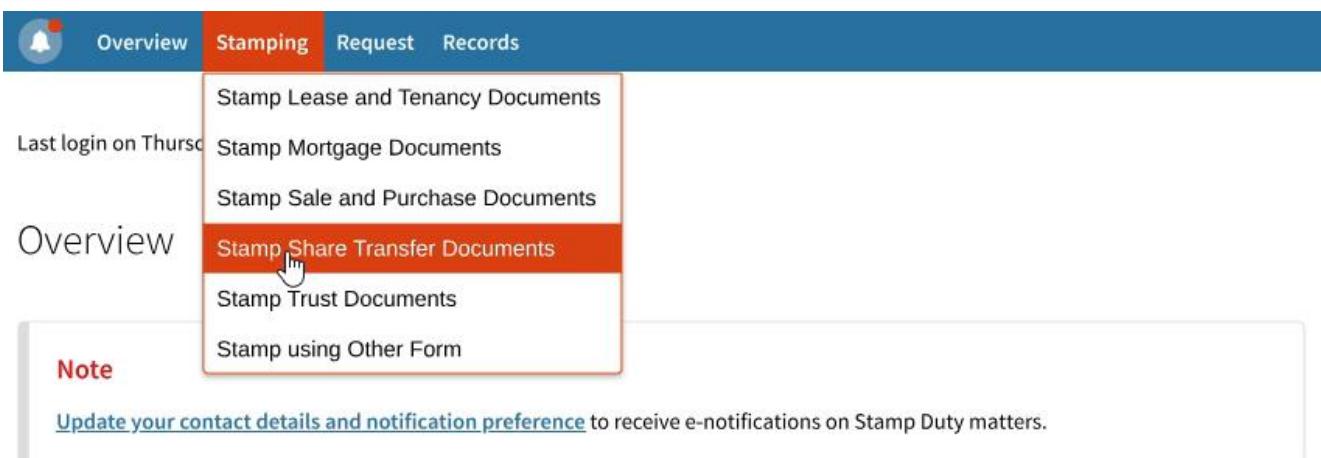
 LOGIN

FORM FILLING

 SUMMARY PAYMENT

Upon successful login, you will reach the Overview page.

Select 'Stamping' then 'Share Transfer'.



The screenshot shows the 'Overview' page with a navigation bar at the top. The 'Stamping' tab is selected, highlighted in red. A dropdown menu is open under 'Stamping', showing several options: 'Stamp Lease and Tenancy Documents', 'Stamp Mortgage Documents', 'Stamp Sale and Purchase Documents', 'Stamp Share Transfer Documents' (which is highlighted with a red box and a cursor icon), 'Stamp Trust Documents', and 'Stamp using Other Form'. A 'Note' section at the bottom left of the dropdown contains the text: 'Update your contact details and notification preference to receive e-notifications on Stamp Duty matters.'



The screenshot shows the 'Search By' section. It includes a search input field with the placeholder 'Document Ref No. (Min. First 6 Digits)' and a dropdown arrow, and a text input field with the placeholder 'e.g. 2101311234567'. Below the input fields is a link '[+] MORE OPTIONS'. In the bottom right corner of the search area is a blue 'SEARCH' button.



Stamp Share Transfer Documents

SAVE DRAFT



1 Getting Started

Step 1 of 7

Getting Started

1

File Ref No. (optional) e.g. A123/C456-78

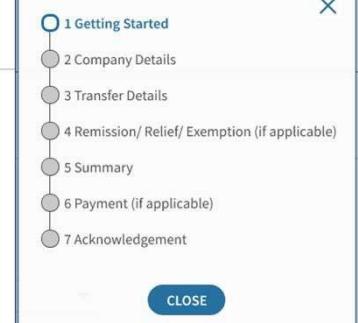
To ease future search, you may include the File Reference Number which your organisation has assigned for this case.

Document Description/ Title*

2

Select

- Sale and Purchase Agreement
- Share Transfer
- Declaration of Trust



3

Intent of Purchase/ Transfer (if applicable)

 To hold the shares in trust for the beneficial owner

Select the checkbox if applicable

4

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

Enter Document Ref No. to retrieve related stamping record.
<SKIP> if not applicable.

SKIP

RETRIEVE

Document Details

5

Format of Document*

 Physical Electronic

*if format is "Electronic", refer to Section 5.1

A printed or handwritten agreement executed/ signed in the paper-based format.

 Tips: Select 'Physical' if your document is in printed form.

5.1

 Physical Electronic

An electronic document or communication record that together effect and conclude the transaction. Electronic records include anything sent by e-mail, SMS or any Internet-based messaging service e.g. WhatsApp, Telegram etc.

Mode Of Offer*



For scenarios involving multiple sellers and/ or multiple buyers, as long any party provides an electronic offer/acceptance, the instrument would be considered electronic.

 Select

Email

Messaging Service (e.g. SMS, WhatsApp)

Website/ Portal

Physical

Verbal

Others

Mode Of Acceptance*



For scenarios involving multiple sellers and/ or multiple buyers, as long any party provides an electronic offer/acceptance, the instrument would be considered electronic.

 Select

Email

Messaging Service (e.g. SMS, WhatsApp)

Website/ Portal

Physical

Others

6

Document signed in*

 Singapore Overseas

if document signed in "Overseas", please indicate

Date of Document*



The date the document is signed. Please fill this in unless the date is unavailable.

 dd/mm/yyyy  Date of Document is unavailable

Select the checkbox if document is not signed.

7

Total Consideration Amount (S\$)

0.00

Consideration refers to the benefits paid in exchange for the shares. It can be in monetary or non-monetary form. For stamping purposes, please convert all non-monetary benefits into its equivalent monetary value when disclosing the total amount of consideration.

Received Date of Document in Singapore*

 dd/mm/yyyy 

Transferor Details

8

Profile*
Select
Singapore Citizen
Singapore PR
Foreigner
Entity

If "Foreigner" profile is selected

Identity No.*
Select
FIN
PASSPORT
OTHERS

If "Entity" profile is selected

Identity No.*
Select
UEN-LOCAL CO
UEN-BUSINESS
UEN-OTHERS
OTHERS

Name*
Name of Transferor

+ Add Select "Add" if there is more than one Transferor

Transferee Details

9

Profile*
Select
Singapore Citizen
Singapore PR
Foreigner
Entity

If "Foreigner" profile is selected

Identity No.*
Select
FIN
PASSPORT
OTHERS

If "Entity" profile is selected

Identity No.*
Select
UEN-LOCAL CO
UEN-BUSINESS
UEN-OTHERS
OTHERS

Name*
Name of Transferee

+ Add Select "Add" if there is more than one Transferee

CONTINUE



Step 2 of 7 

2 Company Details

Target Company

10

Identity No.*

Select 

- UEN-LOCAL CO**
- UEN-OTHERS
- VCC SUB-FUND NO.
- OTHERS

Identity No.

Company Name*

Company Name [EDIT](#)

Date of Incorporation*

06/06/2000



Company Type*

- Private company without property in Singapore
- Private company with property in Singapore
- Listed company on SGX

Applicable only if target company owns property.
Otherwise, proceed to step 12.

[BACK](#)[CONTINUE](#)

Property/ Land Details

Add the immovable property/ land owned by the target company

11

[+ Property / Land](#)

Select <Property> or <Land>



Enter Postal Code*

Postal Code

[RETRIEVE](#)

After the Postal Code is retrieved, the property details will be populated.

Street Name, Postal Code



Storey-Unit

Unit No.

[+ MORE UNITS](#)

Value (S\$)*

Market Value 

1,200,000.00

Enter the market value of the property

[+ Property / Land](#)

Select "Add" if there is more than one property owned.

[BACK](#)[CONTINUE](#)

Step 3 of 7 (i)

3 Transfer Details

Financial Details for the Target Company

Date of Accounts*

31/08/2022

**A. Assets: Immovable Property**

S\$ 1,200,000.00

B. Other Assets (S\$)

23,000.00

C. Total Liabilities (S\$)

500,000.00

Net Asset Value of Target Company ([A+B]-C)

S\$ 723,000.00

The details of all the classes of shares in the Target Company should be based on the Target Company's Constitution or Memorandum and Articles of Association.

Transfer Details

13

Indicate the shares structure of the Target Company*

The company has only 1 class of shares
 The company has multiple classes of shares (e.g. Ordinary, Preference, etc.)

State all classes of shares the target company has

Class of Shares*	Priority over Capital Distribution* <small>(i)</small>	Total Paid Up Capital/ Premium Contributed (S\$)*	Total No. of Issued Shares*	No. of Shares Transferred* <small>(i)</small>	Entitlement to Surplus (%)* <small>(i)</small>
Ordinary	- 3 +	10,000,000.00	100,000.00	2,000.00	50.00
Preference A	- 1 +	2,000,000.00	20,000.00	1,000.00	50.00
Preference E	- 2 +	300,000.00	30,000.00	3,000.00	0.00
Surplus: S\$ 0.00		Total Entitlement to Surplus:		100.00 %	

+ Add

Select "Add" if there is more than one class of shares.

BACK**CONTINUE**

LOGIN

FORM FILLING

SUMMARY

PAYMENT

Based on the details provided, all eligible remission/relief/exemption will be indicated



Step 4 of 7

4 Remission/ Relief/ Exemption (if applicable)

Remission/ Relief/ Exemption

Status of Eligibility

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

14

Type

Select

BACK

CONTINUE



5

Summary

Step 5 of 7 

Review and declare if information entered are correct before submitting.

Summary

Transaction Details  EDIT

Select to edit Section

Document Description/ Title

Share Transfer

Format of Document

Electronic

Mode of Offer

Email

Mode of Acceptance

Email

Document signed in

Singapore

Date of Document

01 Sep 2022

Total Consideration Amount

S\$ 0.00

Summary of Charges

For Document Ref No.

2209023776504

Stamp Duty

S\$ 72.00

Amount payable
will be shown here

Total Amount Payable

S\$ 72.00

Payment Due Date

15 Sep 2022

Transferor Details  EDIT

Name of Transferor

Profile

Identity No.

Mobile No.

Transferee Details  EDIT

Name of Transferee

Profile

Identity No.

Mobile No.

Target Company  EDIT

Name of Target Company

Identity No.

06 Jun 2000

Private company with property in Singapore

Property/ Land Details  EDIT

Street Name, Postal Code

Storey-Unit

Unit No.

Property Market Value

S\$ 1,200,000.00

Financial Details for the Target Company  [EDIT](#)

Date of Accounts

31 Aug 2022

A. Assets: Immovable Property	B. Other Assets	C. Total Liabilities
S\$ 1,200,000.00	S\$ 23,000.00	S\$ 500,000.00

Net Asset Value of Target Company ([A+B]-C)

S\$ 723,000.00

Transfer Details  [EDIT](#)

Class of Shares	Priority over Capital Distribution	Total Paid Up Capital/ Premium Contributed	Total No. of Issued Shares	No. of Shares Transferred	Entitlement to Surplus
Preference A	1	S\$ 2,000,000.00	20,000.00	1,000.00	50.00 %
Preference B	2	S\$ 300,000.00	30,000.00	3,000.00	0.00 %
Ordinary	3	S\$ 10,000,000.00	100,000.00	2,000.00	50.00 %
Total				6,000.00	100.00 %
Surplus					
S\$ 0.00					
Total Net Asset Value of Shares Transferred					
S\$ 36,150.00					

Remission/ Relief/ Exemption  [EDIT](#)

None is applied.

Declaration

Please review the entered information before submitting. Errors in your submission will affect the stamp duty assessment and subsequent amendment may take up to 30 days for review.

15

I declare that* Select this box once you have reviewed the information.

- The information given in this transaction, is true, correct and complete to the best of my knowledge.
- I am aware that under Section 62 of the Stamp Duties Act, I shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 3 years or to both, if false information is furnished.

 [SAVE AS PDF/ PRINT](#)[BACK](#)[SUBMIT TO IRAS](#)

LOGIN

FORM FILLING

SUMMARY

PAYMENT

Proceed to Pay

To submit the record(s) and pay via GIRO, please ensure there is sufficient funds in the bank account OCBC 132456798 before the deduction date of 06 Sep 2022.

CANCEL

PAY

16

LOGIN

FORM FILLING

SUMMARY

PAYMENT

Step 6 of 7 

6 Payment (if applicable)

Payment

Payment for Stamp Duty

IMPT! Please note down the Document Ref No.

Amount Payable
S\$ 72.00

You are making payment for Stamp Duty with the following Document Ref No.:

Document Ref No.
2209023776504 COPY

Proceed to make payment via the preferred payment mode.

17

Select your payment mode*

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

PayNow QR

Pay with your bank's app that supports payment by QR code. Find out about [PayNow QR](#).

Successful payment would be posted to your tax account immediately.

AXS

Amount payable exceeds payment mode limit

AXS offers various payment options such as eNETS Debit and Visa/ Mastercard credit and debit cards. [AXS Payment Options](#)
Successful payment would be posted to your tax account immediately.

Funds Transfer via FAST

Authentication at your banking portal is required.

Successful payment would be posted to your tax account immediately.

Internet Banking

You will be directed to your bank's Internet Banking Portal to complete the payment.

Successful payment would be posted to your tax account within 3 working days.

Select Bank

AXS Payment Options

- Website (AXS e-Station)
eNETS Debit, DBS PayLah!, Singapore-issued Mastercard/Visa/UnionPay credit and debit card and Diners Club credit card.
- Mobile App (AXS m-Station)
eNETS Debit, NETSPay, DBS PayLah!, OCBC Pay Anyone, Singapore-issued Mastercard/Visa/UnionPay credit and debit card and Diners Club credit card.

Payment limits can be found on [IRAS website](#)

OK

Proceed to Acknowledgement

Select this option if you

- wish to pay using offline payment modes/ by a third party; or
- have made payment previously

For offline payment modes such as cheque, select **<Proceed to Acknowledgement>**

7 Acknowledgement

*if on GIRO deduction

Acknowledgement

Successful Submission (Pending Payment)

Your account will only be updated after IRAS receives your payment.

The Stamp Certificate(s) will be generated after payment is received by IRAS.

Acknowledgement No. 5000000026002**Date/ Time**

17 Jun 2022 5:14 PM

18

A copy of this acknowledgement can be found under [Notices/ Letters](#).**Amount Payable****SS 72.00**

You may use the following Document Ref no. when using other payment modes.

Document Ref No.

2209023776504

 [COPY](#)**IMPT!** Please note down the Document Ref No.

18.1

If you are on **GIRO deduction**, you will see the following Acknowledgement page and Stamp Certificate will be ready for your download once payment is successful.

Acknowledgement

Successful Submission. Pending GIRO Deduction.

Please ensure sufficient funds for the GIRO deduction.

Stamp Certificate(s) will be invalidated if deduction fails, as there will not be another GIRO deduction.

A copy of the Stamp Certificate(s) will be made available under [Notices/ Letters](#) for each party liable and the applicant.**Acknowledgement No.** 5000000032945**Date/ Time**

02 Sep 2022 7:10 PM

Total Amount Payable SS 72.00**Payment Mode**

GIRO

Date of Deduction 06 Sep 2022**Bank Account**

OCBC 132456798

A copy of this acknowledgement can be found under [Notices/ Letters](#).**Stamp Certificate**

Download and attach stamp certificate to your document.

[StampCert_2209023776504_ver1.0.pdf](#) (PDF, 0.09MB)**Download stamp certificate**

Pending GIRO payment for the following:

1 - 1 of 1 Record(s)

Document Ref No.	Details	Amount (SS\$)
2209023776504 (Ver 1.0)	Share Transfer 6,000.00 Shares in ! Name of Target Company	72.00
Total		SS 72.00