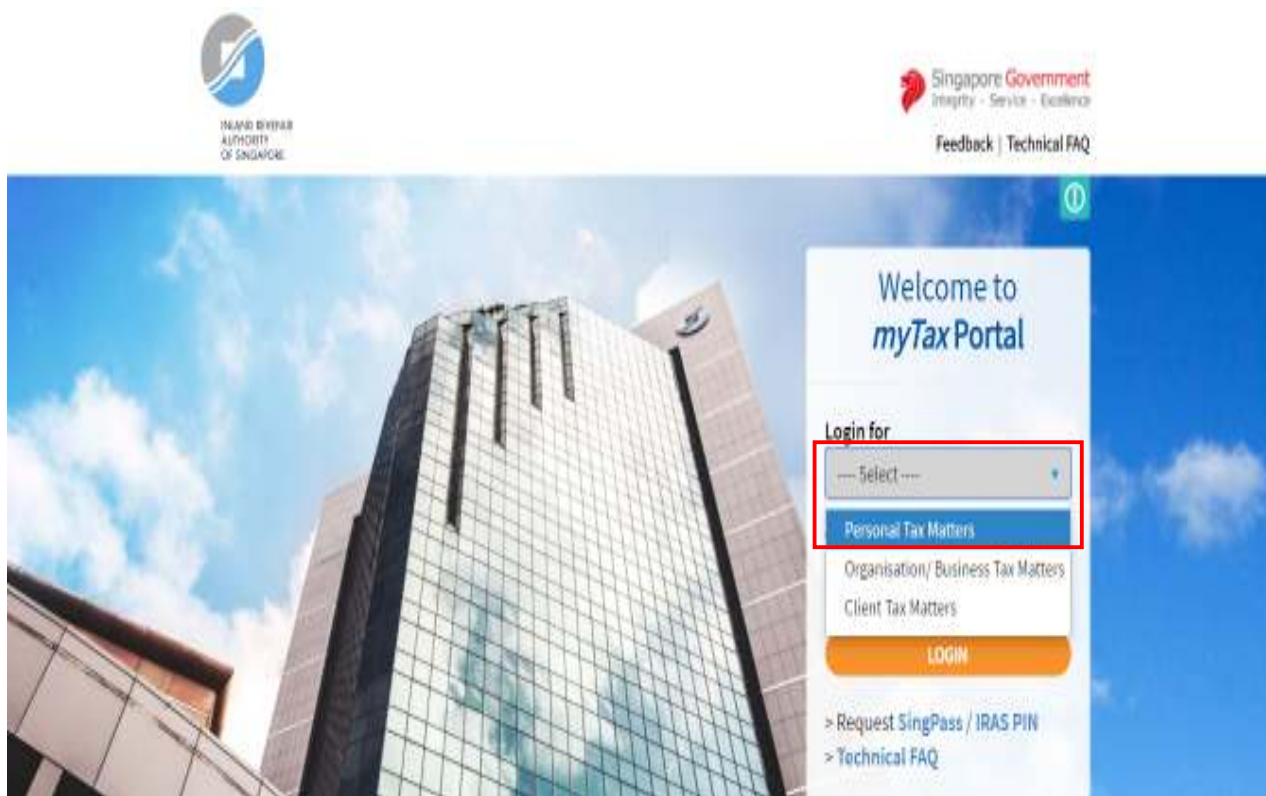




# User Guide for Sole-proprietorships

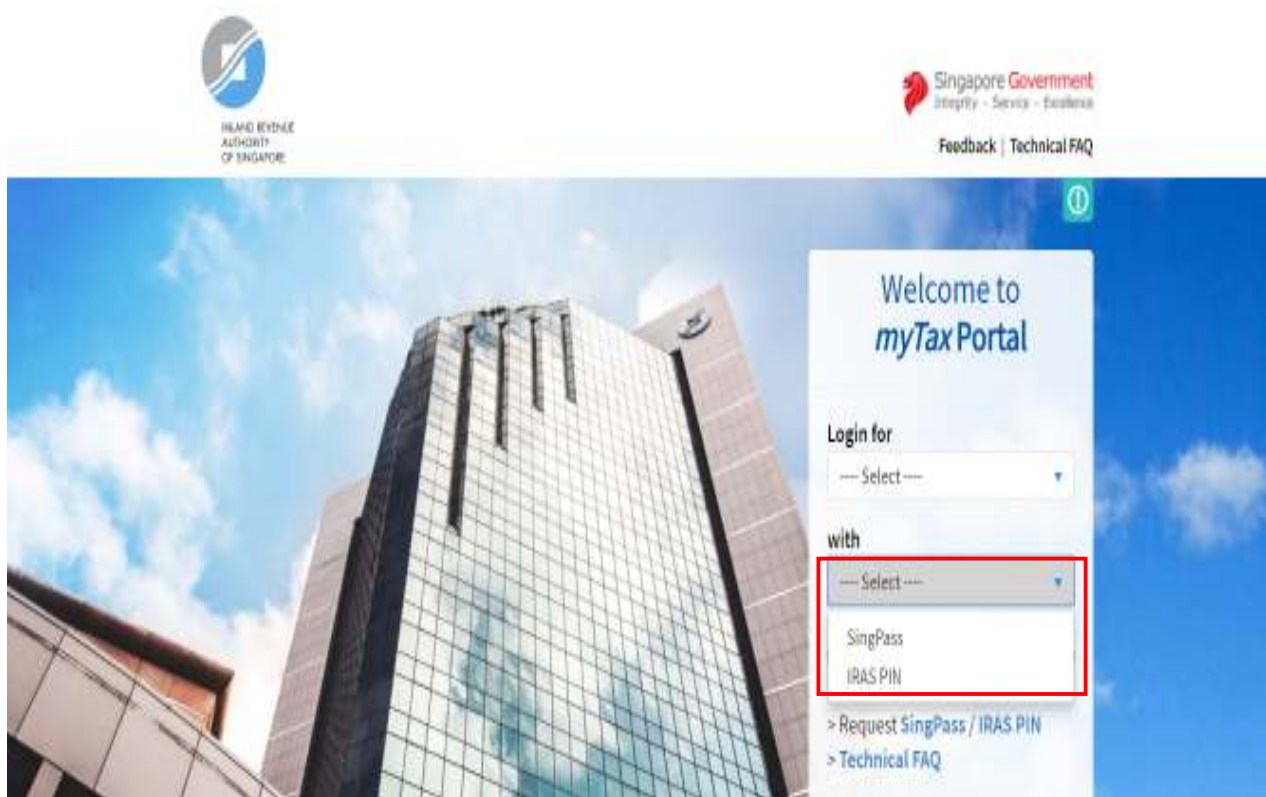
## View PIC Scheme Notices

# User Guide (Sole-proprietorships): View PIC Scheme Notices



Step	Action/ Note
	<b>Logging in to myTax Portal</b>
1	Go to <a href="https://mytax.iras.gov.sg">https://mytax.iras.gov.sg</a>
2	Select <b>Personal Tax Matters</b> .

# User Guide (Sole-proprietorships): View PIC Scheme Notices



Step	Action/ Note
	<b>Logging in to myTax Portal</b>
3	Log in with your <b>SingPass</b> (see Page 4) or <b>IRAS PIN</b> (see Page 5) by clicking the respective options.

# User Guide (Sole-proprietorships): View PIC Scheme Notices

**Better protect your personal data with 2FA**  
If you have NOT set up your 2FA, please allow seven to 10 working days for setup before you can transact online. Details: <http://myui.com/SingPass2FA>.

**Security Advisory**

- Use strong passwords that are alphanumeric and contain 8-24 characters
- Change your passwords regularly
- Get tips from the GoSafeOnline website on how to protect yourself against cyber threats

**Login**

SingPass ID  Password

[Cancel](#) [Login](#)

[Forgot SingPass ID or Password?](#)

[Don't have a SingPass ID? Register Now](#)

[Received an SMS about 2FA auto-registration? Find Out More](#)

Step	Action/ Note
	<b>Logging in with SingPass</b>
1	Enter your <b>SingPass ID</b> and <b>Password</b> .
2	Click <b>Login</b> .
3	Complete the 2-Step Verification (2FA) with either SMS OTP or Token OTP.

Last updated on 03 July 2019

# User Guide (Sole-proprietorships): View PIC Scheme Notices



Step	Action/ Note
	Logging in with IRAS Pin
1	Enter your <b>Tax Reference Number</b> and <b>IRAS PIN</b> .
2	Click on <b>Next</b> .

Continue with

Tax Ref No.

NRIC

IRAS PIN

Request for IRAS PIN

# User Guide (Sole-proprietorships): View PIC Scheme Notices

Step	Action/ Note
	<b>Main Menu</b>
1	Select the e-Service from the menu: Notices > <b>PIC Scheme</b>

# User Guide (Sole-proprietorships): View PIC Scheme Notices

MR ABC  
Tax Ref No. S1234567A

Email Us (myTax Mail) | Notices | Account | Logout

Overview | Individuals | Property

Individual  
PIC Scheme  
Property

## View PIC Scheme Notices

Records for current year and past 3 years are available for viewing.

Category: All 5 | Notices 2 | Acknowledgement 3

1 - 7 of 7 Record(s)

Document	Year of Assessment	Date
CP NOTICE-APPROVE	2016	27 Aug 2015

Step	Action/ Note
1	Click on the corresponding filter (e.g. Notices) or click on 'All' to view records available.
2	Click on the <b>respective row</b> to view the Notices or Acknowledgement.
	<p>Note:</p> <p>The numbers shown on the top-left hand corner of the list of documents indicates the number of unread documents in each category.</p> <p>Unread documents will be marked with a blue line on the left.</p>

# User Guide (Sole-proprietorships): View PIC Scheme Notices

## Contact Information

For enquiries on this user guide, please call 63513534 or email [se\\_cp@iras.gov.sg](mailto:se_cp@iras.gov.sg)

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