

# **User Guide**

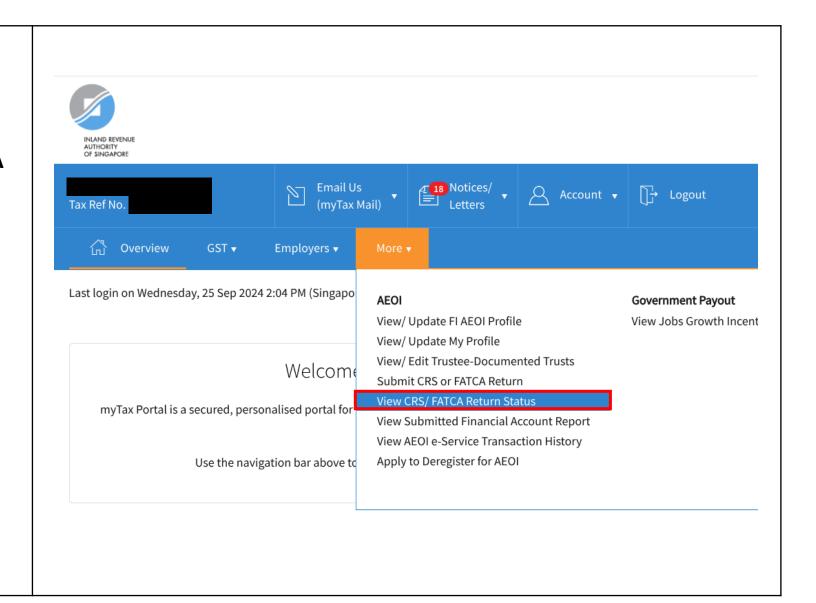
# View CRS/ FATCA Return Status

Estimated submission time required is about 5 minutes. Please have the following information ready before using the Digital Service:

- Your Singpass
- 2. The Reporting SGFI's Singapore Tax Reference Number

# Step 1

 Log in via <u>myTax Portal</u> > Select More > AEOI > View CRS / FATCA Return Status



## Step 2

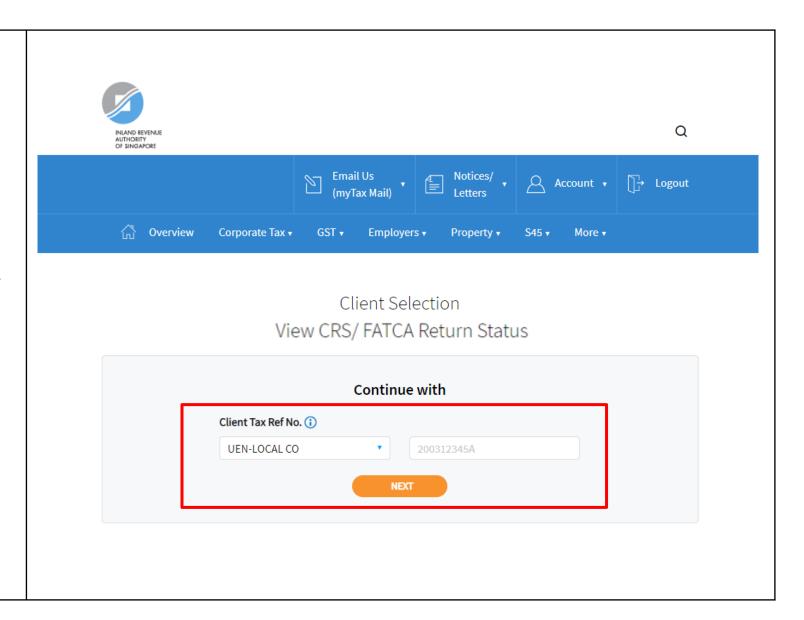
At View CRS/FATCA Return Status page,

## **Applicable for tax agents only:**

- Select the appropriate entity ID type (e.g. ASGD, ITR, UEN-Business, UEN-Local Co, UEN-Others) and enter your client's tax reference number.
- Click "Next".



If you are not a Tax Agent, skip step 2 and proceed to step 3.



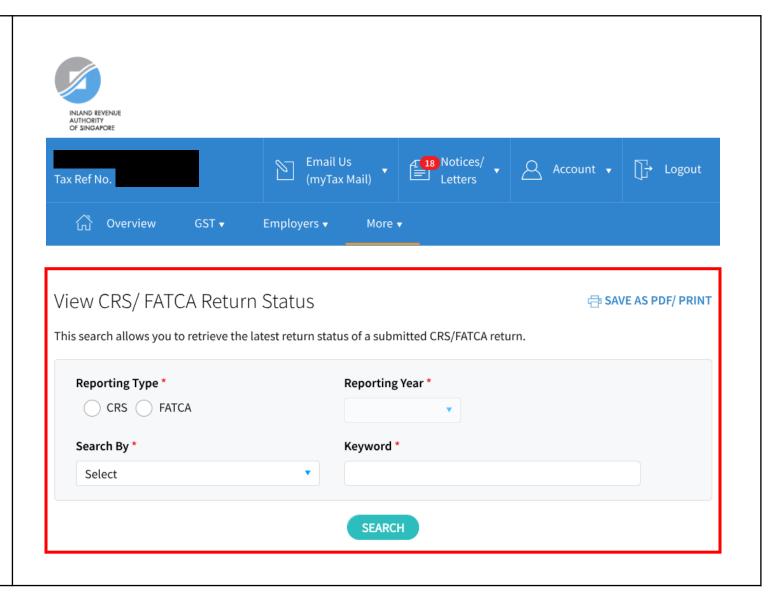
#### Step 3

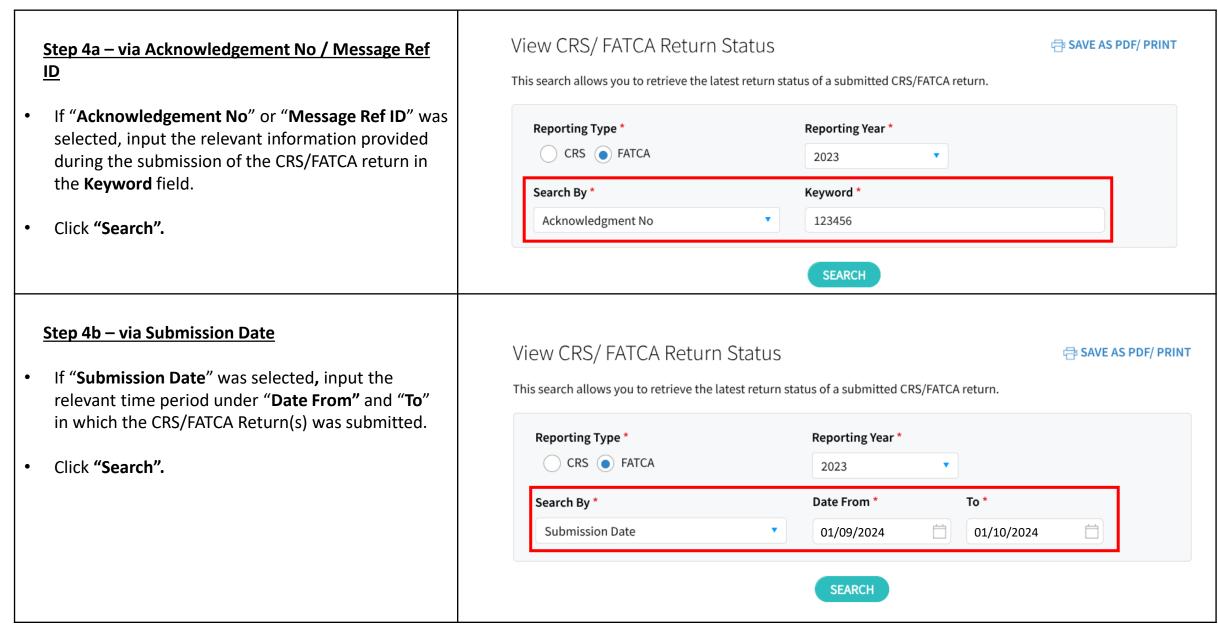
- Under Reporting Type, select either "CRS" or "FATCA".
- Under Reporting Year, select from drop down list for the relevant RY.



You are able to search up to 5 years prior to the relevant RYs.

Under Search By, select
 "Acknowledgement No", "Message Ref ID"
 or "Submission Date" from drop down list.





#### <u>Step 5 – Search Results page</u>

Search results on CRS/FATCA Return
Status will appear based on the details submitted on the previous page.

Submission Status	Description
Pending	The CRS/FATCA return has been received and is currently pending processing by IRAS.
Accepted	The CRS/FATCA return has been processed and accepted by IRAS.
Accepted with error	The CRS/FATCA return has been processed but accepted with error by IRAS. Details of the error(s) can be retrieved from the "Notices/Letters" digital service.
Rejected	The CRS/FATCA return has been processed but was rejected by IRAS. Details of the error(s) can be retrieved from the "Notices/Letters" digital service.

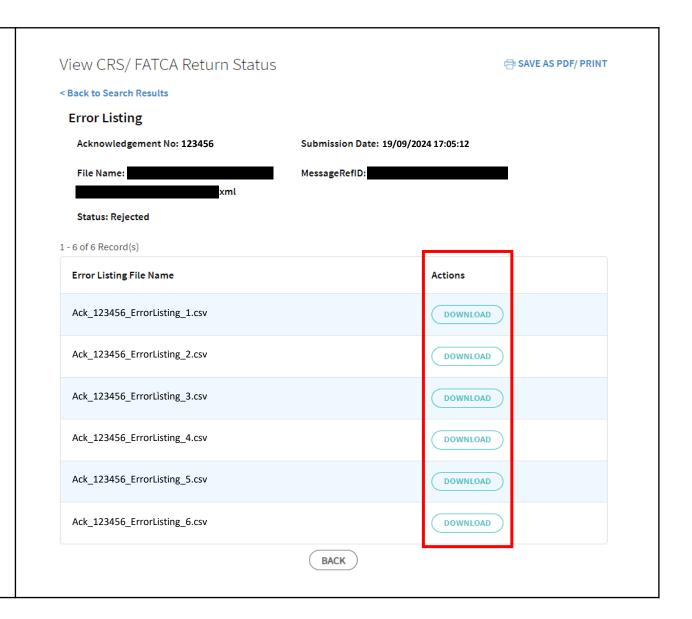


#### [NEW!] For Accepted with error and/or Rejected returns:

 Click "View Error Listings" to retrieve and download the list of error details in CSV format for the specific return

## [NEW!] <u>Step 5a – Error Listing page</u>

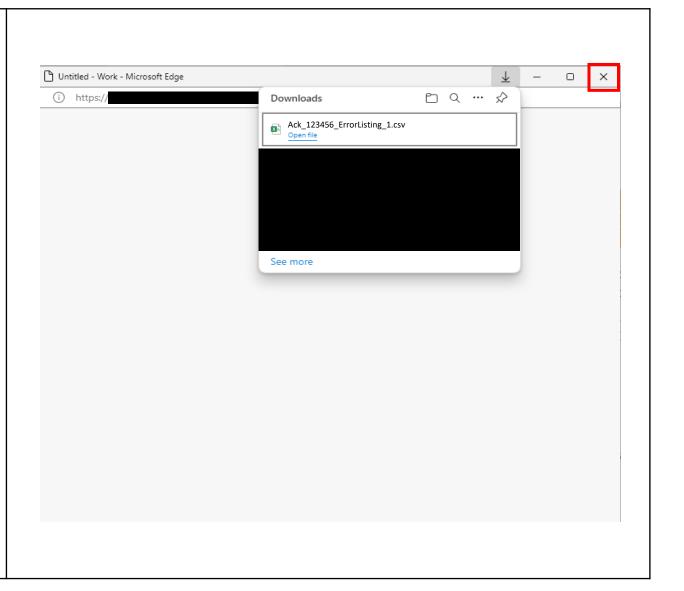
- Error listing(s) of the selected return will appear.
- Each error listing file is capped at 500 records, and multiple error listing files may be populated when there are more than 500 records accepted with error and/or rejected.
- Click "Download".



# [NEW!] Step 5a – Error Listing page (cont'd)

 A pop-up window will appear to download the selected error listing file from the previous page.

To successfully download multiple error listing files, please ensure that the pop-up window is closed after each download.



# **Published by Inland Revenue Authority of Singapore**

#### Published on 16 October 2024

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