

APPLICATION FOR HOUSE NUMBER AND UNIT NUMBER

The Property Tax Act (Cap.254) Section 51



INLAND REVENUE
AUTHORITY
OF SINGAPORE

Important note

1. This application may take you about 10 minutes to complete.
2. This application is applicable to new or existing developments with approved changes to building layout.
3. Please refer to our general guidelines on house and unit number before submitting the application.
4. The Certificate of Numbering will generally be issued after receipt of URA Grant of Written Permission.
5. The processing time of this application takes about 4 weeks upon receipt of complete information.
6. This application will be rejected if the information provided is incomplete or unclear.

Email your completed application with the supporting documents in pdf to pvs-hn@iras.gov.sg

1. URA Grant of Provisional Permission or Written Permission, whichever is latest
2. URA Planning Clearance or Temporary Occupation Licence agreement, if applicable
3. A set of site and location plan
4. A complete set of approved floor plan with clear demarcation of the boundary line and proposed numbers.

Application Form

You are advised to have the supporting documents ready before completing this form.

I would like to apply for:

no. required

house number(s)

no. required

unit number(s)

Section A: Particulars of approved project

Name(s) of road/ street that
subject building face(s)

Approved building / estate
name (if any)

Approved use of property
(you may select more than 1)

- Residential Commercial Industrial
 Others, please specify _____

Section B: Particulars of subject land and former building

Land description

MK/TS

Lot(s)

Property tax account no.

If subject land is assessed

House / unit number
of former building on site

If applicable

Section C: Particulars of registered owner of land and/or developer

Name of land owner(s)

ROB/ ROC/ UENO/ NRIC No.

Email address

Applicable to complete if different from registered owner of land

Developer(s)

ROB/ ROC/ UENO/ NRIC No.

Email address

Section D: Declaration of application submission by authorised person

- I, certify that I am authorised by the owner and/or developer to handle this application including receipt of information and correspondence.
- I, understand that the Certificate of Numbering (CON) with the list of allocated house number and unit number will be issued to the authorised person who submits this application and I will provide a copy of the CON to the owner and/or developer for safekeeping purpose.
- I, certify that the information given in this application form is true, correct and complete.

Registered company name
If applicable

Name of authorised person

Contact number

Email address

Mailing address

Date of submission

Signature