



INLAND REVENUE
AUTHORITY
OF SINGAPORE

User Guide

View/Cancel Payment Plan

You may view or cancel your payment plan through myTax Portal for your Individual Income Tax and Property Tax.

This user guide will show you how to view or cancel your payment plan through myTax Portal.

To **View Payment Plan**, please refer to **Steps 1 to 4**.

To **Cancel Payment Plan**, please refer to **Steps 5 to 9**.

At myTax Portal landing page

Step 1

Log in to myTax Portal

A Singapore Government Agency Website

INLAND REVENUE AUTHORITY OF SINGAPORE

Announcement: Beware of Fake SMSes, Emails and WhatsApp Messages: Check Before Clicking
Be wary of scam or phishing attempts (e.g. fake SMSes spoofed with IRAS ID) and do not click on any links or make payments via QR codes in these messages. Learn more from our [scam advisory](#).

Weekly maintenance hours (Singapore time):
Wed 2:00 AM - 6:00 AM | Sun 2:00 AM - 8:30 AM

Login to *myTax Portal*

- Personal Tax
- Business Tax
- Tax Agent Login

> Client Notice of Transfer

> Request Singpass/ CorpPASS


Tax Season 2022
Find out all you need to know about individual income tax filing and your tax filing obligations.
> More Announcements

Greater Convenience with Digital Notices
With digital notices, you can access and view your notices via myTax Portal any time!

Step 2

Under Account, Click on **View/Cancel Payment Plan**

A Singapore Government Agency Website



XXX
Tax Ref No. S1234567A

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

Overview | Individuals | Property | S45 | More

Last login on Monday, 03 Feb 2020 9:57 AM (Singapore time).

Note
We do not have records of your mobile number. Please provide your mobile number that you may receive reminders and alerts.

Account Summary

1 - 1 of 1 Record(s)

Apply Payment Plan | Pay Taxes

Type	Balance	Actions
Income Tax	S\$ 24,960.22 (DR)	VIEW DETAILS


Profile
Update Contact Details
Manage e-Notice Preferences

Tax Account
Apply for Payment Plan
Pay Taxes
Request Penalty Waiver/ Extension of Time to File
View Account Summary
View Late Filing Fee/ Summons
View/ Cancel Payment Plan

Step 3

Click on **View Plan**

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XXX
Tax Ref No. S1234567A

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

Overview | Individuals | Property | S45 | More | Search

Payment Plan Summary

[SAVE AS PDF/ PRINT](#)

Type	Bank Account	Actions 
Income Tax	STAND CHAR XXXXXX2844	VIEW PLAN CANCEL PLAN

[★ RATE THIS E-SERVICE](#)

Related e-Services

Step 4

Your payment plan details will be displayed



Overview

Individuals ▾

Property ▾

S45 ▾

More ▾

Search

Payment Plan Details

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[< Back to Payment Plan Summary](#)

The deduction will be on the **6th of the month**. If the deduction is unsuccessful, we will attempt to deduct the amount again on the 20th. Please maintain sufficient funds in your bank account.

Type	Bank Account
Income Tax	STAND CHAR XXXXXX2844

Payment Month	Amount (\$)
Mar 2020	8,320.07
Apr 2020	8,320.08
Total	16,640.15

[VIEW PAYMENT PLAN SUMMARY](#)

Step 5

Under **Account**, Click on **View/Cancel Payment Plan**

A Singapore Government Agency Website

INLAND REVENUE AUTHORITY OF SINGAPORE

XXX
Tax Ref No. S1234567A

Email Us (myTax Mail)

Notices/Letters

Account

Logout

Overview Individuals Property S45 More

Last login on Tuesday, 24 Dec 2019 8:55 AM (Singapore time).

Note
We do not have records of your mobile number. Please provide your mobile number that you may receive reminders and alerts.

Account Summary

1 - 1 of 1 Record(s)

Apply Payment Plan | Pay Taxes

Type	Balance	Actions
Income Tax	S\$ 26,635.35 (DR)	VIEW DETAILS

☆ RATE THIS E-SERVICE


Profile
Update Contact Details
Manage e-Notice Preferences

Tax Account
Apply for Payment Plan
Pay Taxes
Request Penalty Waiver/ Extension of Time to File
View Account Summary
View Late Filing Fee/ Summons
View/ Cancel Payment Plan

Step 6

Click on **Cancel Plan** for the payment plan that you wish to cancel

A Singapore Government Agency Website




XXX
Tax Ref No. S1234567A

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

Overview | Individuals | Property | S45 | More | Search

Payment Plan Summary

[SAVE AS PDF/ PRINT](#)

Type	Bank Account	Actions 
Income Tax	STAND CHAR XXXXXX2844	VIEW PLAN CANCEL PLAN

[★ RATE THIS E-SERVICE](#)

Related e-Services

Step 7

Read the pop-up message. Click on **“Continue”** if you wish to proceed to cancel your payment plan or click on **“Cancel”** to cancel the request

The screenshot displays the IRAS portal interface. At the top, the IRAS logo and 'TA Date: 21/01/2020' are visible. The navigation bar includes 'Email Us (myTax Mail)', 'Notices/Letters', 'Account', and 'Logout'. The main content area shows a 'Payment Plan' section with a table containing 'Type' and 'Income Tax'. A pop-up window titled 'CANCEL PAYMENT PLAN' is centered on the screen. The pop-up contains the following text: 'Please note that any outstanding balance has to be **paid in full** upon cancellation of your payment plan.' Below this, it states 'CHANGE OF BANK ACCOUNT' and provides instructions on how to change the bank account for GIRO deductions, including electronic approval methods (DBS/POSB, OCBC, UOB) and AXS stations. It also mentions downloading a GIRO application form for other banks. At the bottom of the pop-up, there are two buttons: 'CANCEL' and 'CONTINUE', with the 'CONTINUE' button highlighted with a red border. The background of the portal is dimmed, showing 'Related e-Services' like 'View Property Portfolio', 'View Account Summary', and 'View Filing Status'.

Step 8

Click on **Submit**

AUTHORITY OF SINGAPORE

XXX
Tax Ref No. S1234567A

Email Us (myTax Mail) ▾

Notices/Letters ▾

Account ▾

Logout

Overview Individuals ▾ Property ▾ S45 ▾ More ▾

Search

Cancel Payment Plan

[< Back to Payment Plan Summary](#)

Confirmation

You have requested to cancel your payment plan(s) for Individual Income Tax under STAND CHAR bank account number XXXXXX2844.

Please pay any outstanding balance by 09 Feb 2020 to avoid late payment penalties.

[BACK TO PREVIOUS](#) [SUBMIT](#)

Inland Revenue Authority of Singapore

myTax Portal is a secured and personalised portal for you to view and manage your tax transactions with IRAS.

[Contact](#) [Feedback](#) [Technical FAQ \(PDF, 2.30 MB\)](#)

[Report Vulnerability](#) [Privacy Policy](#) [Terms of Use](#)

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Last updated on 01 Dec 2019. IRAS 04/02/2020-02U

Step 9

Upon successful cancellation of your payment plan, you will be brought to the **Acknowledgement** page

Overview Individuals Property S45 More Search

Cancel Payment Plan

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Acknowledgement

Application Submitted			
Name	XXX	Tax Ref No.	S1234567A
Acknowledgement No.	397254	Date/ Time	04 Feb 2020 02:04:44 PM

Your payment plan(s) has been cancelled for the following tax account.

Please pay any outstanding balance by 09 Feb 2020 to avoid late payment penalties.

To make payment via internet banking, visit [Pay Taxes](#). For other e-payment modes, visit [IRAS Website](#).

Tax Account(s)	Bank Account	Tax Ref No.
Individual Income Tax	STAND CHAR XXXXXX2844	S1234567A

☆ RATE THIS E-SERVICE

Published by
Inland Revenue Authority of Singapore

Published on Mar 2022

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