

# User Guide

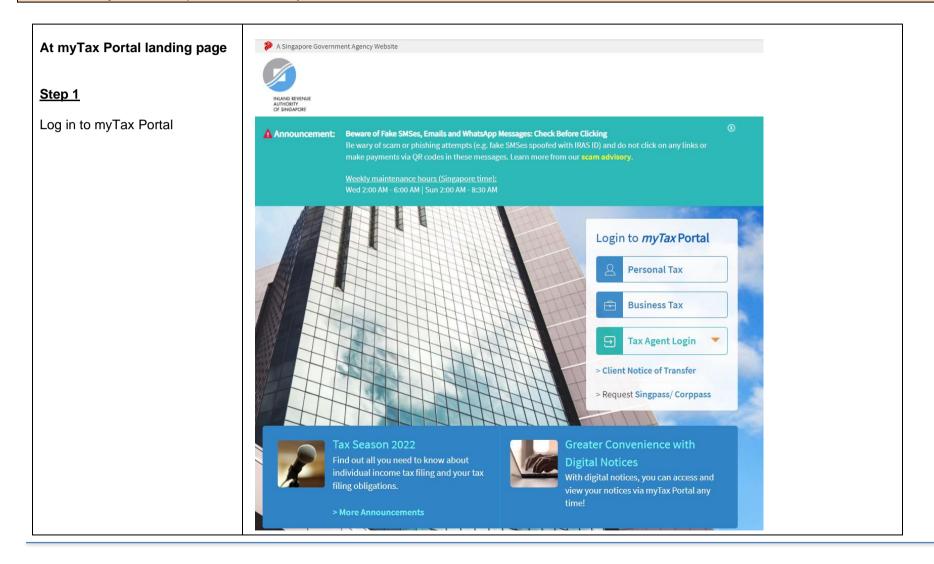
## View/Cancel Payment Plan

You may view or cancel your payment plan through myTax Portal for your Corporate Tax, Property Tax or GST.

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.



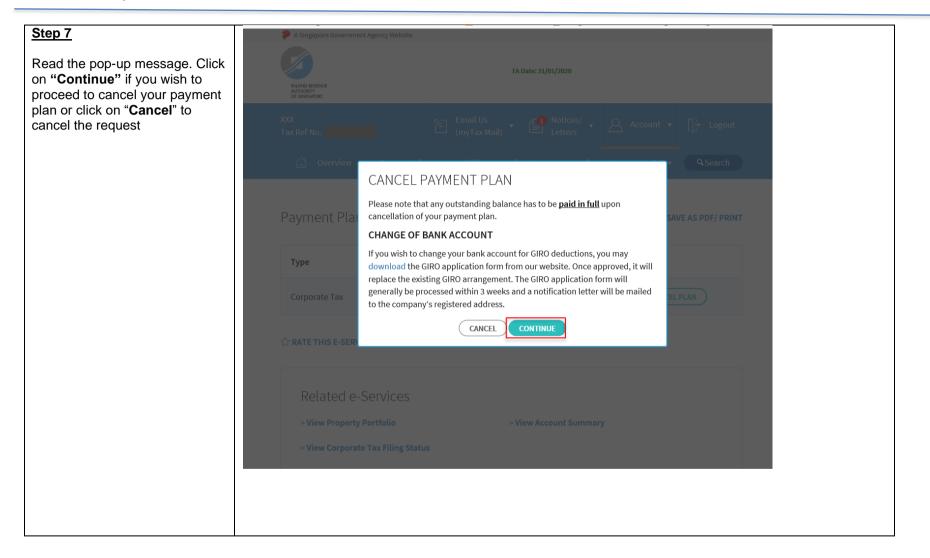
Step 2 Under Account, Click on View/Cancel Payment Plan	A Singapore Government	Agency Website					
	XXX Tax Ref No 1234	56789A	Email Us (myTax Mail)	▼ 2 Notices Letters	5/ 🗸	Account 🔹	[]→ Logout
	🖧 Overview	Corporate Tax •	▼ GST ▼	Employers 🔻	Proj	Profile	
	Last login on Tuesday, (	04 Feb 2020 11:21 A	M (Singapore time).			Update Corporat Update GST Con	te Profile/ Contact Details tact Details
	Tax Filing State	US				Tax Account Apply for Payme	nt Plan
	Corporate Tax					Pay Taxes Request Penalty View Account Su	Waiver/ Extension of Time to File mmary
	1 - 1 of 1 Record(s)					View Late Filing I	
	Form	Year of Assessment	Status	Date Due	Dat	View/ Cancel Pay	rment Plan
	Form C-S	2018	Ready to File	30 Nov 2018			
	Account Sumn	nary					

<u>Step 3</u> Click on <b>View Plan</b>	A Singapore Government Agency Website	
	xxx Tax Ref No123456789A Email Us (myTax Mail)	2) Notices/ ↓ Account ▼ ☐→ Logout
	ி Overview Corporate Tax + GST + Employ	yers ▼ Property ▼ S45 ▼ Q Search
	Payment Plan Summary	금 SAVE AS PDF/ PRINT
	Type Bank Account	Actions (j)
	Corporate Tax DBS/POSB XXXXX0011	VIEW PLAN CANCEL PLAN
	☆ RATE THIS E-SERVICE	
	Related e-Services	

Step 4	ி Overview	Corporate Tax 🔻	GST ▼	Employers <del>•</del>	Property <del>-</del>	S45 ▼	QSearch		
Your payment plan details will be displayed									
uspiayeu	Payment Plan					🖶 SAV	E AS PDF/ PRINT		
	< Back to Payment Plan Summary								
	The deduction will be on the <u>6th of the month</u> . If the deduction is unsuccessful, we will attempt to deduct the amount again on the 20th. Please maintain sufficient funds in your bank account.								
	Туре			Bank Account					
	Corporate Tax			DBS/POSB XXX	XXX0011				
	Payment Month			Amoui	nt (S\$)				
	May 2020			10,160	.00				
	Total						10,160.00		
	VIEW PAYMENT PLAN SUMMARY								

Step 5	A Singapore Government Agency Web	osite			
Under Account, Click on View/Cancel Payment Plan	INAND EVENUE AUTHORITY OF SINGAPORE				
	xxx Tax Ref No123456789A	Email Us (myTax Mail)	▼ ↓ Notices/ Letters	Account • 🕞 Logout	
	ப்பி Overview Corpo	orate Tax 🔻 🛛 GST 🔻	Employers 🔻 🛛 Pro	Profile	
	Last login on Friday, 31 Jan 2020	2:20 PM (Singapore time).		Update Corporate Profile/ Contact Details Update GST Contact Details	
	Tax Filing Status			<b>Tax Account</b> Apply for Payment Plan Pay Taxes	
	Corporate Tax			Request Penalty Waiver/ Extension of Time to File View Account Summary View Late Filing Fee/ Summons	
	Form	ar of Status sessment	Date Due Da	View/ Cancel Payment Plan	
	Form C-S 201	8 Ready to File	30 Nov 2018		
	Account Summary				
	1 - 2 of 2 Record(s)			Apply Payment Plan   Pay Taxes	
	Туре		Balance	Actions	
	ary&LHMEntry=True				

Step 6 Click on Cancel Plan for the payment plan that you wish to cancel	A Singapore Government Agency Website
	xxx     Email Us     Notices/     Account     Letters       Tax Ref No123456789A     (myTax Mail)     Letters     Account     Letters
	G Overview Corporate Tax ▼ GST ▼ Employers ▼ Property ▼ S45 ▼ Q Search
	Payment Plan Summary 🖶 SAVE AS PDF/ PRINT
	Type Bank Account Actions ()
	Corporate Tax DBS/POSB XXXXX0011 VIEW PLAN CANCEL PLAN
	☆ RATE THIS E-SERVICE
	Related e-Services         > View Property Portfolio         > View Corporate Tax Filing Status



Step 8	A Singapore Government Agency Website
Click on <b>Submit</b>	RIADO REVENSE AUTHORITY OF SINGAPCHE
	xxx Tax Ref No. 123456789A Email Us (myTax Mail)  Tax Ref No. 123456789A $ \begin{array}{c}         Email Us \\         (myTax Mail) \end{array} $ Motices/ Account  Characteria Constraints         Letters         Letters
	Construction Corporate Tax ▼ GST ▼ Employers ▼ Property ▼ S45 ▼ Q Search
	Cancel Payment Plan < Back to Payment Plan Summary Confirmation You have requested to cancel your payment plan(s) for Corporate Tax under DBS/POSB bank account number XXXXXX0011. Please pay any outstanding balance by 05 Feb 2020 to avoid late payment penalties. BACK TO PREVIOUS
	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 [2] Feedback [2] Technical FAQ (PDF, 2.30 MB)

Step 9Upon successful cancellation of your payment plan, you will be broughttototheAcknowledgement page	xxx Tax Ref No. 123456789A Cancel Payment Pla Acknowledgement	Doorate Tax • GST •	Mail) Letters	Account  Logout	
	Please pay any outstanding ba	Name XXX Tax Ref No.			
	Tax Account(s)	Bank Accou		Tax Ref No. 123456789A	
	Request submitted by	<i>1</i> 03,703D.	~~~~~	1234307034	

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