

FORM E3D



INLAND REVENUE
AUTHORITY
OF SINGAPORE

Commissioner of Stamp Duties
55 Newton Road, Revenue House
Singapore 307987
Helpline: 1800 4604923

REQUISITION FORM FOR NOVATION/ ASSIGNMENT OF LEASE BETWEEN TENANTS (AD VALOREM DUTY)

This form may take you 10 minutes to fill in.

Please get ready the following information to fill in the form: -

- the document that you are paying Stamp Duty on;
- particulars of the parties involved and any other details related to the document.

Please complete this Form in BLOCK letters. Fields that are marked with * are mandatory.

FOR OFFICIAL USE	Document Reference No.	
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APPLICANT DETAILS

Name *	
Email	
Address *	
Contact *	

I certify that the information provided below is a true and accurate account of the transaction as they are recorded in the document.

_____	_____	_____
Signature	Name of Signatory	Date

DOCUMENT DETAILS

This surrender is made pursuant to a document e-stamped with document number			
Please enter Stamp Certificate Reference of e-stamped document			
Document Description *	<input type="checkbox"/> Assignment of Lease between Tenants <input type="checkbox"/> Novation of Lease between Tenants		
Type of Document *	<input type="checkbox"/> Physical <input type="checkbox"/> Electronic		
Date of Document (for signed document)		If Document was signed overseas, date on which it was first received in Singapore	
Any consideration paid?	<input type="checkbox"/> No <input type="checkbox"/> Yes		
If Yes, please state the consideration amount (e.g. Purchase Price, Lump Sum Payment but not Deposit)	\$		
Is rental deposit returned to out-going tenant?	<input type="checkbox"/> No <input type="checkbox"/> Yes		
If No, please state the amount of rental deposit	\$		

PARTICULARS OF PROPERTY LEASED

PROPERTY DETAILS #		
Postal Code *	Block/ House Number *	
Street Name *		
Level-Unit	#	

VACANT LAND DETAILS (Please fill in land details ONLY if the transaction involved vacant land)

Mukim/ TS Number	Lot Number	PL/ PT/ Parcel Number	
Street Name			

LESSOR/ LANDLORD DETAILS #

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

OUT-GOING TENANTDETAILS #

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

LESSEE/ TENANT DETAILS #

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

Address:		
Postal Code *		Block/ House Number *
Street Name *		
Level-Unit	#	

Name *							
Identity Type *	<input type="checkbox"/> FIN	<input type="checkbox"/> NRIC	<input type="checkbox"/> Others	<input type="checkbox"/> Passport	<input type="checkbox"/> UEN-Business	<input type="checkbox"/> UEN-Local Co	<input type="checkbox"/> UEN-Others
Identity No. *							

Address:		
Postal Code *		Block/ House Number *
Street Name *		
Level-Unit	#	

REASON(S) FOR LATE STAMPING

<p>If the Document was not presented for stamping within the time stipulated in section 46 of the Stamp Duties Act, please state the reason(s) below:</p>