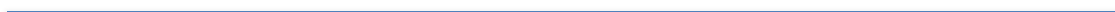
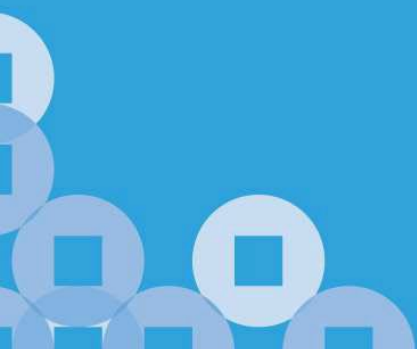




INLAND REVENUE  
AUTHORITY  
OF SINGAPORE

# FAQ

## Update Contact Details



**Q1 Can a Singapore Citizen / Permanent Resident (i.e. NRIC holder) update the residential address?**

**A1** NRIC holders who wish to update Government departments of a change in their residential address can do so by using the Immigration and Checkpoints Authority (ICA)'s [Change of Address e-Service](#).

Note:

Under the National Registration Act, an NRIC holder is required to report his/her change of residential address within 28 days of moving, including changes to a place of residence outside Singapore.

Participating government agencies and statutory boards will then be informed of the change in address through the One-Stop Change of Address Reporting Service (OSCARS). For more information on updating residential address, please visit ICA website (<https://www.ica.gov.sg>).

**Q2 Can a Singapore Citizen / Permanent Resident (i.e. NRIC holder) change the mailing address to an address other than the residential address (e.g. employer's address)?**

**A2** Yes. To do so, please log in to myTax Mail using your Singpass or Singpass Foreign user Account (SFA) to inform us of your new mailing address. You are required to inform IRAS whenever there is a change to your mailing address.

**Q3 I am an NRIC holder and have an existing mailing address with IRAS. What happens to my mailing address if I update my residential address using the ICA's Change of Address e-Service?**

**A3** We will update your residential address based on OSCARS information but continue to retain your current mailing address with us. All paper notices will be sent to your mailing address. Please update or remove your mailing address promptly if there are any changes.

**Q4 My mailing address is the same as my residential address. Do I need to update my mailing address via this digital service?**

**A4** If your residential address is shown in myTax Portal, you do not need to update your mailing address via this digital service.

**Q5 I am not a Singapore Identity Card (NRIC) holder. Can I update my address via this digital service?**

**A5** Yes.

**Q6 What services will be provided if I update my contact number?**

**A6** The mobile number (only local contact numbers are acceptable) updated will be used for all IRAS mobile services, such as:

- SMS notifications to file your tax
- SMS reminders to file and pay your tax
- SMS alert when your letters or tax bill [e.g. Notice of Assessment (NOA)] is uploaded at “Notices/ Letters” in myTax Portal

**Q7 I do not have a local mobile phone number, can I still receive notification alerts when my notices are deposited in myTax Portal?**

**A7** If you do not have a local mobile phone number, you may still register your email address with IRAS. After you have updated your email address and subscribed to receive email notifications for IRAS Digital Notices via the ‘Update Notice Preferences’ digital service, you will receive notification alerts when your notices/ letters are deposited to myTax Portal.

**Q8 Are changes to contact details updated instantaneously?**

**A8** Generally, the changes made will be updated immediately except for change of address which will be processed within 3 working days.

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