

User Guide for Company

File Estimated Chargeable Income (ECI)

User Guide (Company): File Estimated Chargeable Income (ECI)

INLAND REVENUE AUTHORITY OF SINGAPORE

ABC PTE LTD
Tax Ref No. 201912345A

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

Overview | **Corporate Tax** | GST | Employers | More

Last login on Friday, 13

Access Company Dashboard
Apply for Certificate of Residence (COR)
Apply for Waiver/ File last Form C-S/ C (Dormant/ Striking Off)
File ECI
File Form C-S/ C

Revise/ Object to Assessment
Submit Document
View Corporate Tax Filing Status
View Donations
View Late Filing Fee/ Summons

Note
The company/ business
By post to your company of documents registered address
• Corporate Tax paper notices

Tax Filing Status

Corporate Tax

1 - 4 of 4 Record(s) [Show more years](#)

Step	Action/ Note
	Main Menu
1	Upon login to myTax Portal, select the e-Service from the menu: Corporate Tax > File ECI.
	<u>Note:</u> For steps on logging in to myTax Portal, you may refer to our Guide on How to Log In to myTax Portal.

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File ECI

File New ECI

PROCEED

Records Pending Approval

1 - 1 of 1 Record(s)

Year of Assessment

Approve before

2022

03 Sep 2021

Updated by CHARLES TAN on 20 Aug 2021 10:13 PM

Step	Action/ Note
	File ECI (Preparer's view)
1	Click on Proceed . (continue on page 7)
	Note: Records which you have previously submitted to Approver will appear under Records Pending Approval .

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File ECI

File New ECI **PROCEED**

Records Pending Approval

1 - 1 of 1 Record(s)

Year of Assessment	Approve before	Actions
2022 Updated by CHARLES TAN on 20 Aug 2021 10:13 PM	03 Sep 2021	DELETE PROCEED

Step	Action/ Note
	File ECI (Approver's view)
1	Click on Proceed to file ECI. Or Click on Proceed to retrieve information for the respective record under Records Pending Approval if you wish to approve the ECI filing.
	<p><u>Notes:</u></p> <ol style="list-style-type: none"> 1. You will be able to view records which are submitted by Preparer under Records Pending Approval. 2. Click on Delete if you wish to cancel the application.

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Let's Go Green

Add a corporate email address to receive notifications from IRAS on the company's tax matters in future.

OK

Update Corporate Profile/ Contact Details

Functional Currency

Financial Statements prepared in

SINGAPORE DOLLAR

Contact Information

Note

Please read the Terms and Conditions on the use of mobile number and email address.

Contact Person

CHARLES TAN

Designation

MANAGER

Email Address

CHARLESTAN@XX.COM

Mobile No.

+65 98765432

Office No.

+65 62345678

NO CHANGE

SAVE

Step

Action/ Note

Functional Currency & Contact Information
(continue to next page)

1

Click **OK** under "Let's Go Green" to verify and update company's **Functional Currency** and **Contact Information**.

2

Click on **Save**. A pop-up message will prompt you to confirm the entry.

3

Click on **Yes** to save.

Notes:

1. This page will only be displayed for 'Company Approver' login.
2. If the functional currency and contact details are correct and there is no update required, click on **No Change**.

Save

Confirm Save?

NO

YES

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Update Corporate Profile/ Contact Details

 SAVE AS PDF/ PRINT

Acknowledgement

Successful Submission

Your request to change the company's corporate profile/ contact details has been submitted.

Name	ABC PTE LTD	Tax Ref No.	201912345A
Acknowledgement No.	243734	Date/ Time	21 Aug 2021 9:13 AM
Updated by	CHARLES TAN		

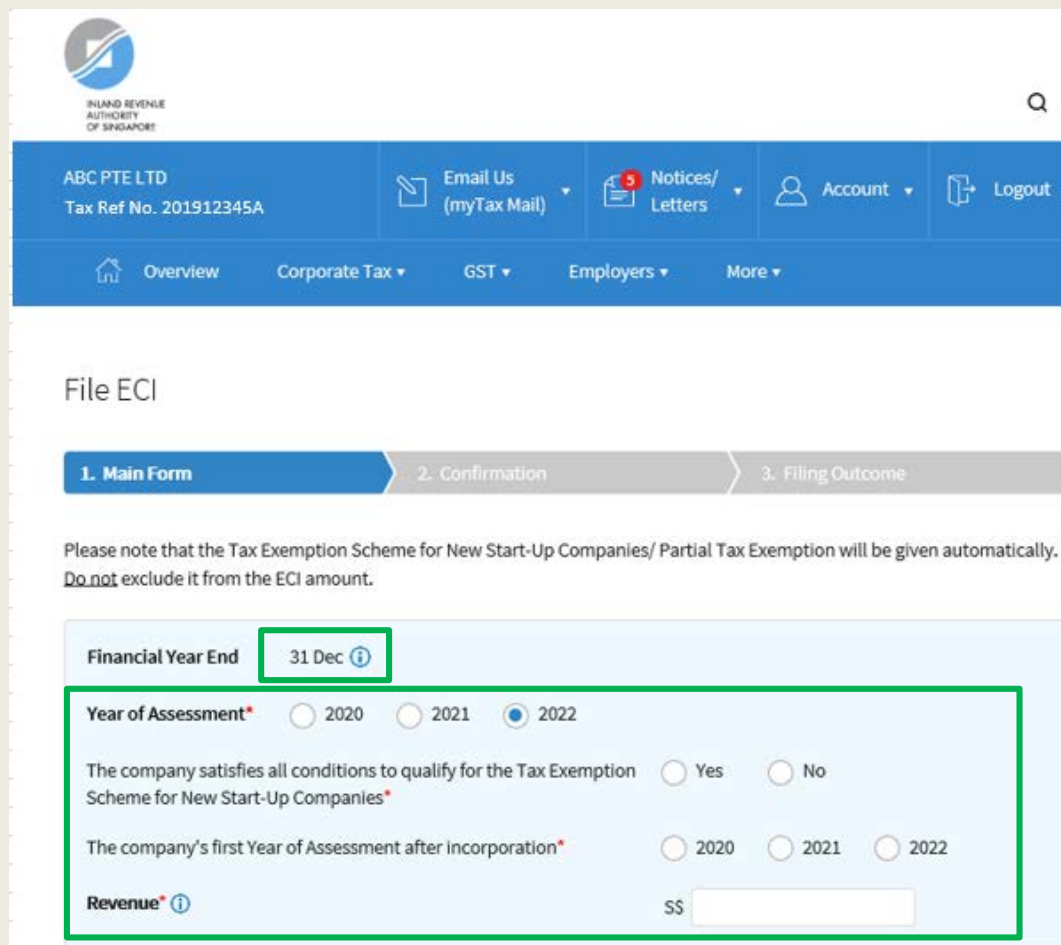
You requested to update the following details:

Financial Statements prepared in	SINGAPORE DOLLAR
Contact Person	CHARLES TAN
Designation	MANAGER
Email Address	CHARLESTAN@XX.COM
Mobile No.	+65 98765432
Office No.	+65 62345678

PROCEED TO E-FILE

Step	Action/ Note
	Functional Currency & Contact Information
	An acknowledgement will be displayed upon successful submission.
1	Click on Save As Pdf/ Print to print or save a copy of the Acknowledgement.
2	Click on Proceed to e-File .

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ABC PTE LTD
Tax Ref No. 201912345A

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Overview | Corporate Tax | GST | Employers | More

File ECI

1. Main Form | 2. Confirmation | 3. Filing Outcome

Please note that the Tax Exemption Scheme for New Start-Up Companies/ Partial Tax Exemption will be given automatically. Do not exclude it from the ECI amount.

Financial Year End: 31 Dec

Year of Assessment* 2020 2021 2022

The company satisfies all conditions to qualify for the Tax Exemption Scheme for New Start-Up Companies* Yes No

The company's first Year of Assessment after incorporation* 2020 2021 2022

Revenue* S\$

Step	Action/ Note
	Main Form (continue to next page)
1	<p>If the financial year end displayed is incorrect, please:</p> <ul style="list-style-type: none"> Update it with the Accounting & Corporate Regulatory Authority (ACRA) at BizFile+ if the company is registered with ACRA. Update it via the Update Corporate Profile/ Contact Details e-Service if the company is a foreign company that is not registered with ACRA.
2	Select the Year of Assessment .
3	Click on Yes to confirm that the company satisfies all conditions and select the first Year of Assessment after incorporation if the company qualifies for Tax Exemption Scheme for New Start-Up Companies.
4	Enter the Revenue amount. This field is compulsory with effect from Jan 2017. Do not leave the Revenue field blank.

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Estimated Chargeable Income

Tax Rate (%)	ECI (S\$)*
17.00	<input type="text"/>
10.00	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Total ECI S\$ 0

Estimated Tax Payable S\$ 0.00

Next Step

Discard changes and return to previous page. Proceed to Confirmation Page to verify filing details.

OR

Step	Action/ Note
	Main Form
1	Enter the amount of ECI that corresponds to the appropriate tax rate, rounded off to the nearest dollar.
2	Enter the appropriate tax rate if the ECI is to be taxed at a rate other than the current corporate tax rate or the concessionary tax rate of 10%. You may leave the boxes empty if there is no incentive income that is taxed at 10% or the incentive income is fully exempt from tax.
3	Click on Confirmation Page .
	<u>Note:</u> The form will be populated with the information entered by the Preparer if this is a retrieval from Records Pending Approval .

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File ECI SAVE AS PDF/ PRINT

1. Main Form **2. Confirmation** 3. Filing Outcome

Confirmation

Name	ABC PTE LTD	
Tax Ref No.	201912345A	
Year of Assessment	2022	
Revenue	S\$ 50,000	
Tax Rate (%)	ECI (S\$)	
17.00	10,000	
Total ECI	S\$ 10,000	
Estimated Tax Payable		S\$ 425.00

Step	Action/ Note
	Confirmation Page (continue to next page)
1	Check the information entered.
	<u>Note:</u> You can click on Save As Pdf/ Print to print or save a copy of the confirmation page.

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Details of Filer & Contact Person

Name of Filer CHARLES TAN Designation*

Name of Contact Person* CHARLES TAN Designation*

Contact No.* +65

Next Step

Return to filing page to make changes. OR

Confirm Submission

Submit to IRAS?

Next Step

Return to filing page to make changes. OR

Confirm Submission

Submit to Approver?

Step	Action/ Note
	Confirmation Page
1	Complete the Details of Filer & Contact Person section.
2	Click on Submit if you are authorised as Approver. Or Click on Submit to Approver if you are authorised as Preparer.
3	Click Yes to confirm your submission to IRAS or Approver in the pop up message box.
	<u>Note:</u> You can click on Amend to edit the information entered.

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File ECI

SAVE AS PDF/ PRINT

1. Main Form

2. Confirmation

3. Filing Outcome

Acknowledgement

Successful Submission

We have received your ECI filing.

Name	ABC PTE LTD	Tax Ref No.	201912345A
Acknowledgement No.	243735	Date/ Time	21 Aug 2021 9:34 AM
Year of Assessment	2022		

Notice of Assessment

The Notice of Assessment for the ECI you have just filed would be sent to the company's registered address in a week's time.

No Notice of Assessment would be issued if you have filed "0" ECI.

GST Registration

Companies with revenue of more than S\$1 million (excluding dividends and interest) may need to register for GST. For details, refer to [GST Registration](#).

Details of Filer & Contact Person

Name of Filer	CHARLES TAN	Designation	MANAGER
Name of Contact Person	CHARLES TAN	Designation	MANAGER
Contact No.	+65 61234567		

Step

Action/ Note

Filing Outcome
(continue to next page)

1

You will receive an acknowledgement upon successful submission.

Notes:

- Acknowledgement number will only be provided for successful submission to IRAS. No Acknowledgement number will be provided for submission pending Approver's action.
- You can click on **Save As Pdf/ Print** to print or save a copy of the Acknowledgement.

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Submission Details

Name	ABC PTE LTD
Tax Ref No.	201912345A
Year of Assessment	2022
Revenue	SS 50,000
Tax Rate (%)	ECI (SS)
17.00	10,000
Total ECI	SS 10,000
Estimated Tax Payable	SS 425.00

Step	Action/ Note
	Filing Outcome

Contact Information

For enquiries on this user guide, please call 1800 356 8622 or email at [myTax Mail](#).

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