

## **User Guide for Company**

# View Corporate Tax Notices/ Letters

### User Guide (Company): View Corporate Tax Notices/ Letters

Email Us (myTax Mail)	Letters Notices/	Account ▾ 🕞 Logout
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Last login on Wednesday, 10 Jul 2019 4:44 PM (Singapore time).	GST PIC Scheme Partnership Property Tax Clearance AEOI S45	

#### Welcome to myTax Portal!

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

Use the navigation bar above to access a range of e-Services available to you.

Step	Action/ Note
	Main Menu
1	Upon login to myTax Portal, select the digital service from the menu: Notices/ Letters > <b>Corporate Tax</b> .
	Note: For steps on logging in to myTax Portal, you may refer to our <u>Guide on How to Log In to</u> <u>myTax Portal</u> .

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1 - 4 of 4 Record(s)			All Records	Read   Unread
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Step	Action/ Note
1	Click on the corresponding filter (e.g. Notices) or click on 'All' to view records available.
2	Click on the <b>respective row</b> to open the Notices or Acknowledgement.
	<ol> <li><u>Notes:</u></li> <li>The numbers shown on the top-left hand corner of the list of documents indicate the number of unread documents in each category.</li> <li>Unread documents will be marked with a blue line on the left.</li> <li>Documents listed are pertaining to Years of Assessment (YA) for which you are authorised to view.</li> <li>With effect from 31 Jul 2019, the YA displayed for Certificate of Residence (COR) refers to the Calendar Year preceding it, for which the COR is applied for. For example, YA 2020 refers to the COR applied for the Calendar Year 2019. Prior to 31 Jul 2019, the YA displayed refers to the YA for which the COR is applied for.</li> </ol>

**Contact Information** 

For enquiries on this user guide, please call 1800 356 8622 or email at myTax Mail.

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