



INLAND REVENUE
AUTHORITY
OF SINGAPORE

User Guide for Corporate Entities

New Property Dashboard in myTax Portal

myTax Portal login page

A Singapore Government Agency Website

INLAND REVENUE AUTHORITY OF SINGAPORE

Announcement: [Weekly maintenance hours \(Singapore time\):](#)
Wed 2:00 AM - 6:00 AM | Sun 2:00 AM - 8:30 AM

Login to *myTax Portal*

- Personal Tax with SingPass
- Business Tax with CorpPass**
- Tax Agent Login**

> Client Notice of Transfer using CorpPass

> Request SingPass/ CorpPass

CorpPass
Businesses to transact with IRAS using CorpPass from 1 Sep 2018.

GIRO
Sign up for GIRO to enjoy up to 12 monthly interest-free instalments, or opt for once-a-year deduction.

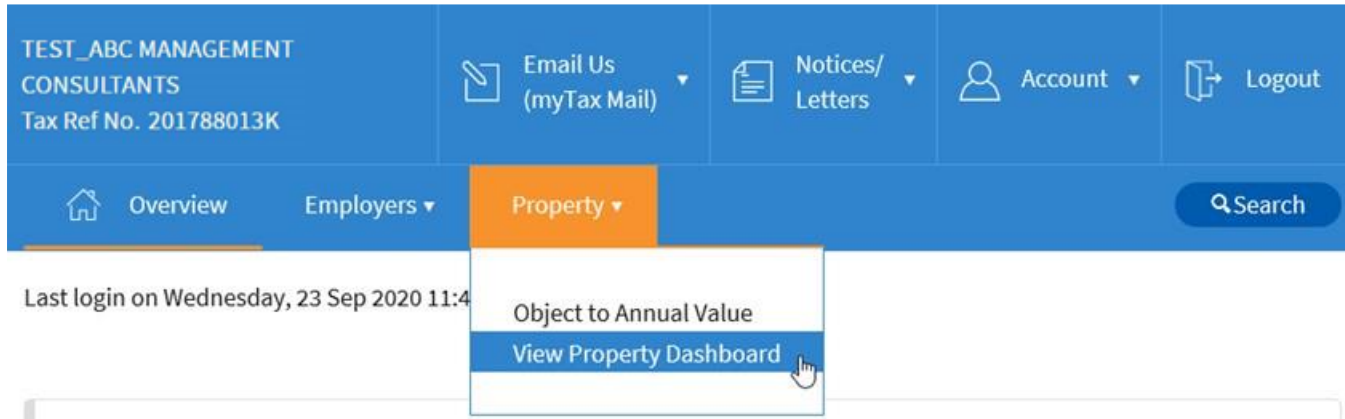
At **myTax Portal** login page, select relevant type of Login.

- Select **Business Tax with CorpPass*** if you are logging in on behalf of the organisation/ business.
- Select **Tax Agent login > Business Client with CorpPass*** if you are logging in on behalf of your client.

*Please ensure that you have been authorised to view IRAS Property Tax e-Services by your CorpPass Admin.

[myTax Portal page](#)

Once you have logged in, click on **'Property'** dropdown menu and click on **'View Property Dashboard'**.



Select the relevant category and click on the link to continue:

- [For multiple property owner](#)
- [For single property owner](#)

Summary of property tax position on a portfolio basis (for multiple property owner)

TEST_ABC MANAGEMENT
CONSULTANTS
Tax Ref No. 201788013K

Email Us (myTax Mail) Notices/Letters Account Logout

Overview Employers Property Search

Property Dashboard

SAVE AS PDF/PRINT

Your property statement

Total Property Account(s)
121 (119 accounts on GIRO)

Tax Balance as at 24 Sep 2020
S\$5,067,458.83

Description	No. of Accounts	Tax Balance (\$\$)	Actions
Eco-Technical	2 (2 under GIRO)	61,363.32	DOWNLOAD VIEW
Universe Strategy	15 (15 under GIRO)	116,142.08	DOWNLOAD VIEW
The, Synergise	20 (20 under GIRO)	372,389.28	DOWNLOAD VIEW
One Point	81 (80 under GIRO)	4,393,332.81	DOWNLOAD VIEW
Others	3 (2 under GIRO)	124,231.34	DOWNLOAD VIEW

Total property account(s) and total tax balance will be displayed. Property tax accounts are grouped by development.

Click **“Download”** to export information by development. Consolidated statement (in excel format) contain property tax information:

- Property Description
- Tax Reference Number
- Annual Value
- Annual Value Effective Date
- Date of Notice
- Notice DIN
- Following Year Tax Indicator
- Payment Mode
- Giro Breakdown
- Remarks

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Click **“View”** to view development details.

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- Click **“Save as PDF/Print”** to save or print the property dashboard.

Property Dashboard

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View development

TEST_ABC MANAGEMENT
CONSULTANTS
Tax Ref No. 201768013K

Email Us (myTax Mail) Notices/Letters Account Logout

Overview Employers Property Search

Property Dashboard

< Back to Property Dashboard

Development Name: One Point

Information is accurate as at 24 Sep 2020

Close Search Options

Postal Code | Land Description | Property Tax Ref No.

Postal Code* Unit No. # -

307987 ALL # 10 - 123 SEARCH CLEAR

Display Property Description Sort by Ascending PRINT RECORDS

1 - 10 of 81 Record(s)

Postal Code	Unit No.	Property Tax Ref No.	Actions
123 POINT RD #B2-01/02		PTX 9310203N	VIEW PAYMENT PLAN
Annual Value (\$\$)	Effective Date	Tax Rate	Tax Balance (\$\$)
1,078,000 (\$89,833/ mth)	01 Jul 2019	Non-Residential	147,326.68
			VIEW DETAILS
123 POINT RD #B2-03		PTX 9310102P	VIEW PAYMENT PLAN
Annual Value (\$\$)	Effective Date	Tax Rate	Tax Balance (\$\$)
324,000 (\$27,000/ mth)	15 Apr 2019	Non-Residential	32,400.00
			VIEW DETAILS

Properties are displayed in sequential order. Search options to sort and filter based on your criteria. View payment plan for accounts on GIRO.

- Click **“View details”** to view more property details.

View development

TEST_ABC MANAGEMENT
CONSULTANTS
Tax Ref No. 201768013K

Email Us (myTax Mail) Notices/Letters Account Logout

Overview Employers Property Search

Property Dashboard

< Back to Property Dashboard

Development Name: One Point

Information is accurate as at 24 Sep 2020

Close Search Options

Postal Code | Land Description | Property Tax Ref No.

Postal Code* Unit No. # 10 - 123 SEARCH CLEAR

Display Property Description Sort by Ascending PRINT RECORDS

1 - 10 of 81 Record(s)

123 POINT RD #B2-01/02	PTX 9310203N	VIEW PAYMENT PLAN		
Annual Value (\$\$) 1,078,000 (\$89,833/ mth)	Effective Date 01 Jul 2019	Tax Rate Non-Residential	Tax Balance (\$\$) 147,326.68	VIEW DETAILS
123 POINT RD #B2-03	PTX 9310102P	VIEW PAYMENT PLAN		
Annual Value (\$\$) 324,000 (\$27,000/ mth)	Effective Date 15 Apr 2019	Tax Rate Non-Residential	Tax Balance (\$\$) 32,400.00	VIEW DETAILS

Properties are displayed in sequential order. Search options to sort and filter based on your criteria. View payment plan for accounts on GIRO.

- Click **“Print records”** to print consolidated statement with IRAS logo.

View property details

TEST_ABC MANAGEMENT CONSULTANTS
Tax Ref No. 201788013K

Email Us (myTax Mail) Notices/Letters Account Logout

Overview Employers Property Search

View the annual value, tax rates and tax account balance of the property.

Click **“View property tax bill”** to view the bill.

View Property Dashboard

SAVE AS PDF PRINT

< Back to ONE POINT

Property 123 POINT RD #B2-01/02
Property Tax Ref No. 9310203N

Owner(s) TEST_ABC MANAGEMENT CONSULTANTS

Notice sent to TEST_ABC MANAGEMENT CONSULTANTS
123 POINT RD #01-01 SINGAPORE 990100

VIEW PROPERTY TAX BILL

Please ensure that you have been authorised in CorpPass to view Property Tax Notices/ Letters in **myTax Portal** by selecting IRAS e-Services > Property Tax (Payment) and/or Property Tax (Filing & Applications).

Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$1,078,000	Non-Residential	\$147,326.68 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

View property details

TEST_ABC MANAGEMENT CONSULTANTS
Tax Ref No. 201788013K

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

Overview | Employers | Property | Search

View the annual value, tax rates and tax account balance of the property.

Click **“View account”** to view the account summary.

View Property Dashboard

SAVE AS PDF/PRINT

< Back to ONE POINT

Property 123 POINT RD #B2-01/02
Property Tax Ref No. 9310203N

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Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$1,078,000	Non-Residential	\$147,326.68 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

View property details

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Overview Employers Property Search

View the annual value, tax rates and tax account balance of the property.

Click "Save as PDF/Print" to save or print the property details.



View Property Dashboard

< Back to ONE POINT

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Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$1,078,000	Non-Residential	\$147,326.68 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

Summary of property tax position on a portfolio basis (for single property owner)

The screenshot shows the 'Property Dashboard' interface. At the top, there is a blue navigation bar with the user's name 'TEST_SW BELL' and 'Tax Ref No. 201788027G'. Below this are navigation links for 'Overview', 'Employers', and 'Property'. A search bar is also present. The main content area displays 'Property Dashboard' with a 'SAVE AS PDF/PRINT' button. Below this, there is a table with one record for property '12 FAN STREET #01-01 S(283459)'. The table has columns for 'Annual Value (\$\$)', 'Effective Date', 'Tax Rate', and 'Tax Balance (\$\$)'. The 'VIEW DETAILS' button in the table is circled in red, and an orange arrow points from a text box to it.

Annual Value (\$\$)	Effective Date	Tax Rate	Tax Balance (\$\$)
153,000 (\$12,750/ mth)	01 Jul 2018	Non-Residential	1,530.00

View payment plan for account on GIRO.

□ Click **“View details”** to view more property details.

View property details

TEST_SW BELL
Tax Ref No. 201788027G

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

Overview | Employers | Property | Search

View Property Dashboard

SAVE AS PDF/ PRINT

< Back to Property Dashboard

Property 123 FAN STREET #01-01
Property Tax Ref No. 9310252E

Owner(s) TEST_SW BELL

Notice sent to TEST_SW BELL
123 FAN STREET #01-01 SINGAPORE 283459

[VIEW PROPERTY TAX BILL](#)

Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$153,000	Non-Residential	\$1,530.00 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

View the annual value, tax rates and tax account balance of the property.

Click **“View property tax bill”** to view the bill.

Please ensure that you have been authorised in CorpPass to view Property Tax Notices/ Letters in **myTax Portal** by selecting IRAS e-Services > Property Tax (Payment) and/or Property Tax (Filing & Applications).

View property details

TEST_SW BELL
Tax Ref No. 201788027G

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

Overview | Employers | Property | Search

View the annual value, tax rates and tax account balance of the property.

- Click **“View account”** to view the account summary.

View Property Dashboard

SAVE AS PDF/PRINT

< Back to Property Dashboard

Property 123 FAN STREET #01-01
Property Tax Ref No. 9310252E

Owner(s) TEST_SW BELL

Notice sent to TEST_SW BELL
123 FAN STREET #01-01 SINGAPORE 283459

VIEW PROPERTY TAX BILL

Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$153,000	Non-Residential	\$1,530.00 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

View property details

TEST_SW BELL
Tax Ref No. 201788027G

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

Overview | Employers | Property | Search

View the annual value, tax rates and tax account balance of the property.

Click **“Save as PDF/Print”** to save or print the property details.



View Property Dashboard

[< Back to Property Dashboard](#)

Property 123 FAN STREET #01-01
Property Tax Ref No. 9310252E

Owner(s) TEST_SW BELL

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123 FAN STREET #01-01 SINGAPORE 283459

[VIEW PROPERTY TAX BILL](#)

Annual Value ⓘ	Tax Rate ⓘ	Tax Balance ⓘ as of 31 Dec 2019	Remarks	Actions
\$153,000	Non-Residential	\$1,530.00 (DR)	The outstanding tax is deducted via GIRO.	VIEW ACCOUNT

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The information provided is intended for better general understanding and is not intended to comprehensively address all possible issues that may arise. The contents are correct as at 06102020 and are provided on an “as is” basis without warranties of any kind. IRAS shall not be liable for any damages, expenses, costs or loss of any kind however caused as a result of, or in connection with your use of this user guide.

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