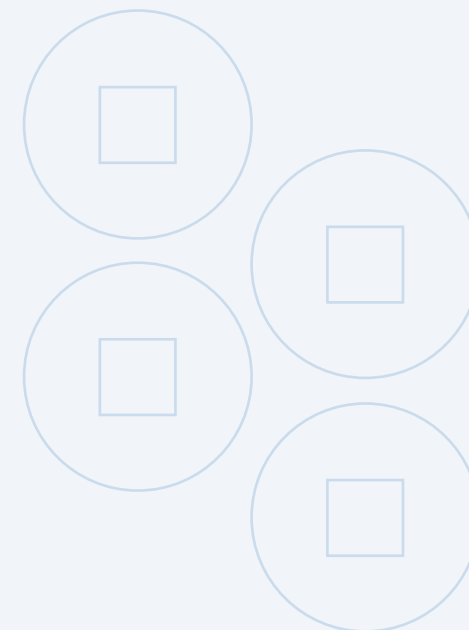
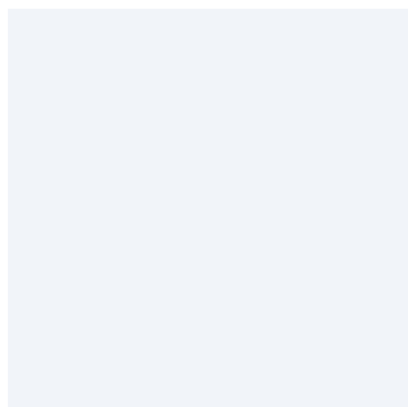




INLAND REVENUE
AUTHORITY
OF SINGAPORE

User Guide

View GIRO Plan



View GIRO Plan

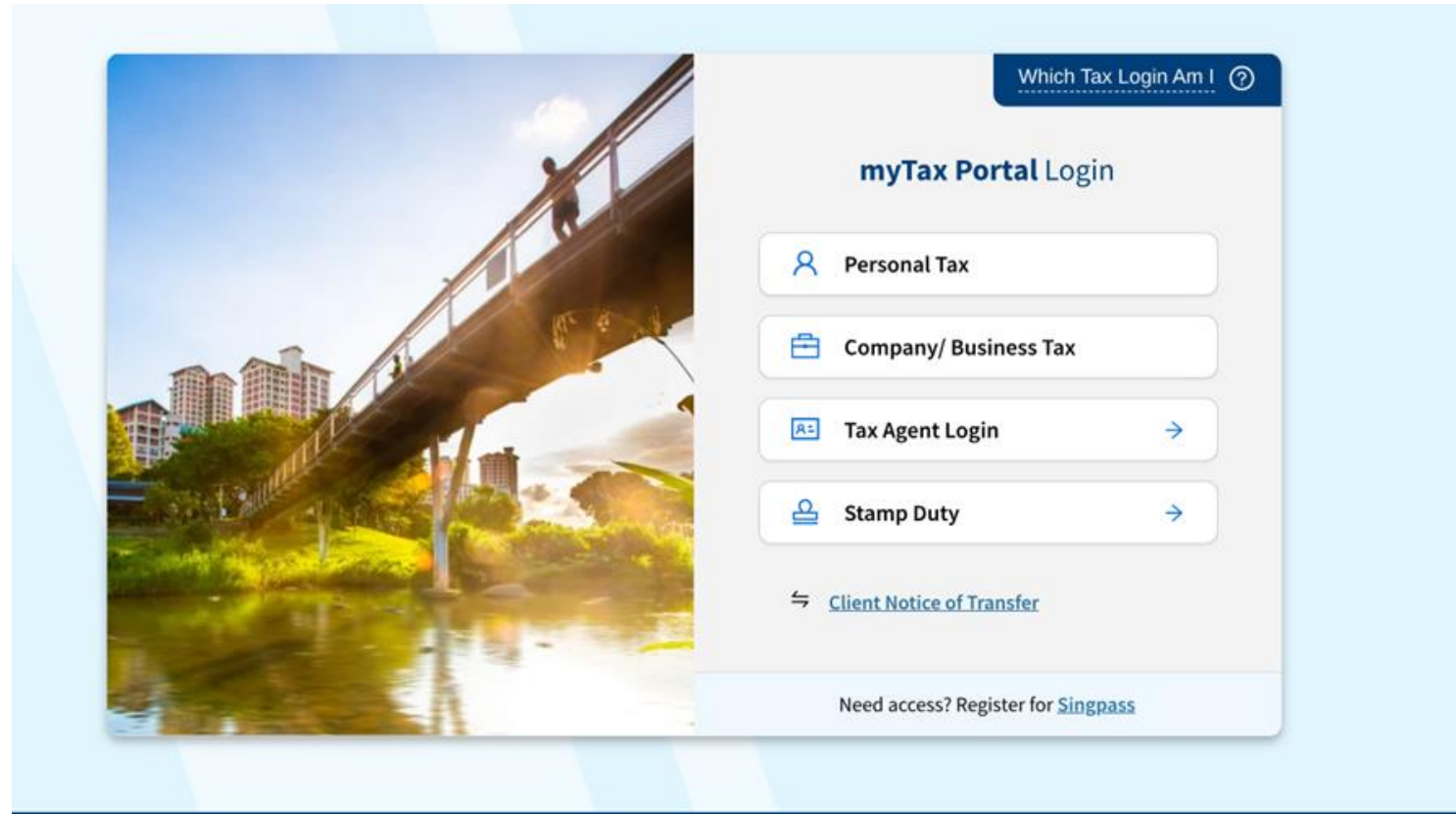
- You may view or cancel your GIRO plan through myTax Portal for your Individual Income Tax and Property Tax.
- This user guide will show you how to view or cancel your GIRO plan through myTax Portal.



At myTax Portal landing page

Step 1

Log in to [myTax Portal](#).





Step 2

Under **Account**, Click on “**View GIRO Plan**”.

The screenshot shows the myTax Portal interface for user T7014538Z | SAINT LAURENCE. The top navigation bar includes 'Inbox', 'Account', and 'Profile'. The 'Account' menu is open, showing options: 'View Account Summary', 'Pay Taxes', 'View GIRO Plan' (highlighted), 'Apply/ Manage GIRO Plan', and 'Appeal Penalty Waiver'. Below the menu, the page title is 'View GIRO Plan'. A 'Plans Summary' section shows '1 - 1 of 1 Record(s)'. A table displays the plan details:

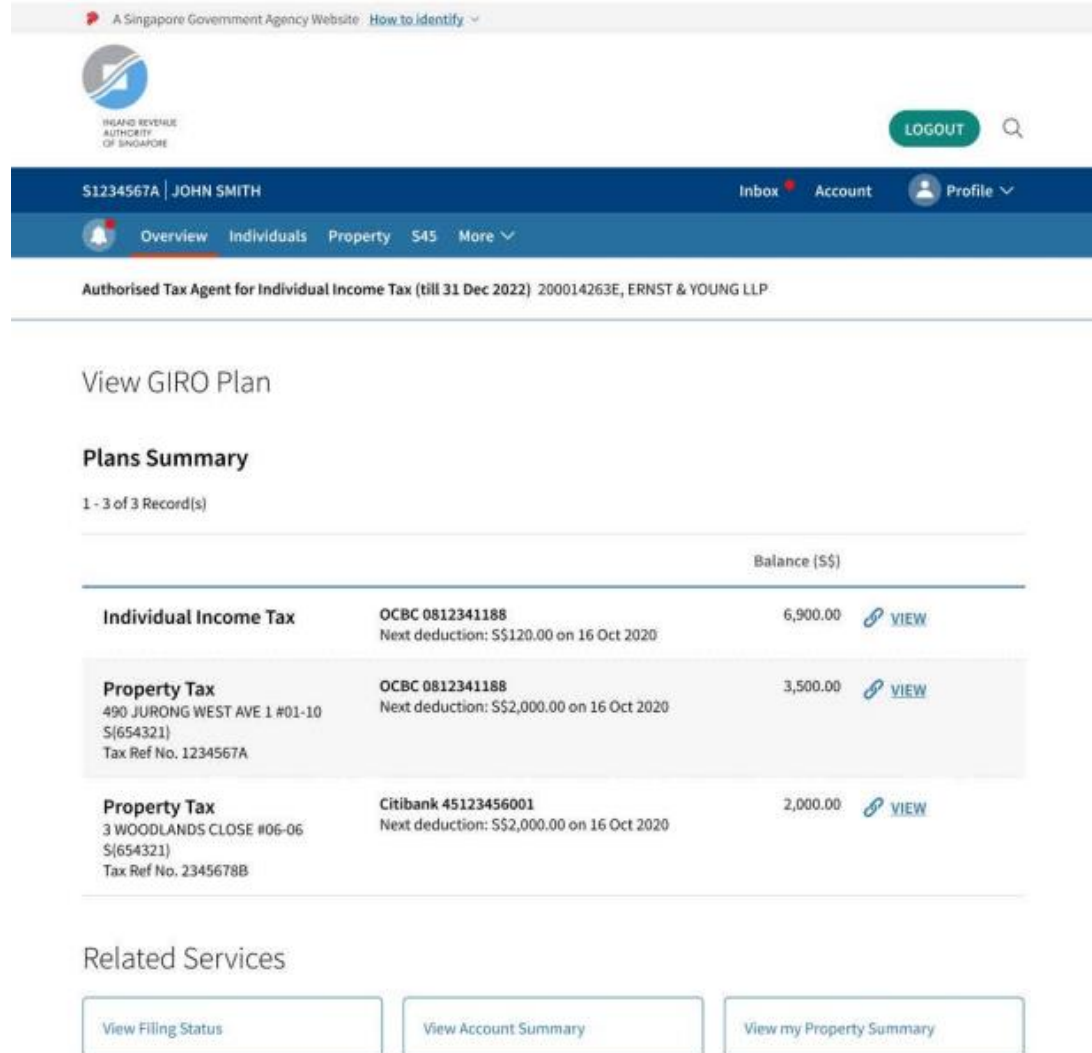
| | | Plan Balance(S\$) |
|------------------------------|---|-------------------------------|
| Individual Income Tax | OCBC 501123916046 Next deduction: S\$669.00 on 06 Aug 2024 | 2,007.00 VIEW |

The footer contains the Inland Revenue Authority of Singapore logo and text: 'myTax Portal is a secured and personalised portal for you to view and manage your tax transactions with IRAS.' It also includes links for 'Contact', 'Feedback', 'Technical FAQ', 'Report Vulnerability', 'Privacy Statement', and 'Terms of Use'. The copyright notice is '© 2024 Government of Singapore Last Updated on 01 Jul 2024'.

To view GIRO Plan, please refer to **Steps 1 to 4**.
To Cancel GIRO Plan, please refer to **Steps 5 to 8**.

Step 3

Under Plans Summary, select the tax account and click **VIEW**.



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INLAND REVENUE AUTHORITY OF SINGAPORE

LOGOUT

S1234567A | JOHN SMITH

Inbox Account Profile

Overview Individuals Property S45 More

Authorised Tax Agent for Individual Income Tax (till 31 Dec 2022) 200014263E, ERNST & YOUNG LLP

View GIRO Plan

Plans Summary

1 - 3 of 3 Record(s)

| | | Balance (S\$) | |
|--|--|---------------|----------------------|
| Individual Income Tax | OCBC 0812341188 Next deduction: S\$120.00 on 16 Oct 2020 | 6,900.00 | VIEW |
| Property Tax 490 JURONG WEST AVE 1 #01-10 S(654321) Tax Ref No. 1234567A | OCBC 0812341188 Next deduction: S\$2,000.00 on 16 Oct 2020 | 3,500.00 | VIEW |
| Property Tax 3 WOODLANDS CLOSE #06-06 S(654321) Tax Ref No. 2345678B | Citibank 45123456001 Next deduction: S\$2,000.00 on 16 Oct 2020 | 2,000.00 | VIEW |

Related Services

[View Filing Status](#) [View Account Summary](#) [View my Property Summary](#)



Step 4

Your GIRO plan details will be displayed.

You may edit the **GIRO Plan Option** and **Bank Account** by clicking on **EDIT**.

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INLAND REVENUE AUTHORITY OF SINGAPORE

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Inbox Account Profile

Overview Individuals Property S45 More

GIRO Plan Details

[< BACK TO PREVIOUS](#)

Individual Income Tax

GIRO Plan Details

| | |
|--|---|
| GIRO Plan Option Monthly instalment EDIT | Bank Account OCBC 0812341188 EDIT |
|--|---|

Account Balance
S\$3,300.00

Deduction will be on 6th of the month. If the deduction is unsuccessful, we will attempt to deduct the amount again on the 20th. If 6th or 20th falls on the weekends or Public Holiday, deduction will be made on the next working day.

1 - 4 of 4 Record(s) [View ALL DEDUCTIONS](#) UPCOMING

| Payment Month ¹⁴ | Amount (\$\$) | Amount Paid (\$\$) | Balance (\$\$) | Status | Remarks |
|-----------------------------|---------------|--------------------|----------------|---------|---------|
| Mar 2022 | 130.00 | 0.00 | 130.00 | Pending | |
| Apr 2022 | 121.00 | 0.00 | 121.00 | | |
| May 2022 | 121.00 | 0.00 | 121.00 | | |
| Jun 2022 | 121.00 | 0.00 | 121.00 | | |



Step 5

To cancel GIRO plan, click on **EDIT** under **GIRO Plan Option** or **Bank Account**.

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INLAND REVENUE AUTHORITY OF SINGAPORE [LOGOUT](#)

S1234567A | JOHN SMITH [Inbox](#) [Account](#) [Profile](#)

[Overview](#) [Individuals](#) [Property](#) [S45](#) [More](#)

GIRO Plan Details

[< BACK TO PREVIOUS](#)

Individual Income Tax

GIRO Plan Details

| | |
|--|---|
| GIRO Plan Option Monthly instalment EDIT | Bank Account OCBC 0812341188 EDIT |
|--|---|

Account Balance
S\$3,300.00

Deduction will be on 6th of the month. If the deduction is unsuccessful, we will attempt to deduct the amount again on the 20th. If 6th or 20th falls on the weekends or Public Holiday, deduction will be made on the next working day.

1 - 4 of 4 Record(s) [View ALL DEDUCTIONS](#) [UPCOMING](#)

| Payment Month ¹⁴ | Amount (S\$) | Amount Paid (S\$) | Balance (S\$) | Status | Remarks |
|-----------------------------|--------------|-------------------|---------------|---------|---------|
| Mar 2022 | 130.00 | 0.00 | 130.00 | Pending | |
| Apr 2022 | 121.00 | 0.00 | 121.00 | | |
| May 2022 | 121.00 | 0.00 | 121.00 | | |
| Jun 2022 | 121.00 | 0.00 | 121.00 | | |



Step 6

To cancel GIRO plan, click on **EDIT** under **GIRO Plan Option** or **Bank Account**.

System will prompt 'Edit GIRO Plan' popup window.

Click on 'cancelling the GIRO arrangement' hyperlink.

The screenshot shows a white popup window with a blue 'X' in the top right corner. The title is 'Edit GIRO Plan'. The main text reads: 'By editing the GIRO Plan, you may miss the upcoming deduction, if any, IRAS may deny your subsequent request for GIRO Plan.' Below this, there is a blue hyperlink: 'Continue with the existing plan without [cancelling the GIRO arrangement](#).' At the bottom, there are two buttons: a blue 'DISMISS' button and a blue 'EDIT PLAN' button.

The screenshot shows a white popup window with a blue 'X' in the top right corner. The title is 'Edit Bank Account'. The main text reads: 'By editing the bank account, you may miss the upcoming deduction, if any, and it would have an impact to your future GIRO Plan eligibility.' Below this, there is a blue hyperlink: 'Continue with the existing plan without [cancelling the GIRO arrangement](#).' At the bottom, there are two buttons: a blue 'DISMISS' button and a blue 'EDIT BANK ACCOUNT' button.




Step 7


You will be redirected to the 'Review' page of 'Cancel GIRO Plan'.



Check the Declaration box and click **“Cancel Plan”**.



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LOGOUT 

S1234567A | JOHN SMITH Inbox  Account Profile  ▼

 Overview Individuals Property S45 More  ▼

Cancel GIRO Plan

[< BACK TO PREVIOUS](#)

Confirmation

You are requesting to cancel your GIRO payment plan for Individual Income Tax.

If you wish to [change the bank account](#) for this payment plan, you do not need to cancel this GIRO plan.

1 - 1 of 1 Record(s)

| Tax Account | Bank Account | Balance (\$S) |
|-----------------------|-----------------|-------------------|
| Individual Income Tax | OCBC 0812341188 | 99,999,999,999.00 |

Declaration

Once a GIRO plan is cancelled, this action is irreversible. Please pay the outstanding balance in full, by 25 July 2020 to avoid late payment penalties.

I declare that*

- I want to cancel this GIRO plan; and
- I am aware that by cancelling the GIRO plan, it may have an impact to my future GIRO plan eligibility.

[BACK](#) [CANCEL PLAN](#)

Step 8

Upon successful cancellation of your GIRO plan, you will be brought to the **Acknowledgement** page

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INLAND REVENUE AUTHORITY OF SINGAPORE

LOGOUT

S1234567A | JOHN SMITH

Inbox Account Profile

Overview Individuals Property S45 More

Cancel GIRO Plan [SAVE AS PDF/PRINT](#)

Acknowledgement

Successful Submission

Your GIRO plan has been cancelled. Kindly pay any outstanding balance by 25 July 2020 to avoid payment penalties.

| Acknowledgement No. | | Date/ Time | |
|---------------------|--|----------------------|--|
| 399021 | | 11 Oct 2020 11:26 AM | |

A copy of this acknowledgement is available at [View Notices](#) digital service.

Your GIRO plan(s) has been cancelled for the following tax account:

1 - 1 of 1 Record(s)

| Tax Account | Bank Account | Balance (S\$) |
|-----------------------|-----------------|-------------------|
| Individual Income Tax | OCBC 0812341188 | 99,999,999,999.00 |

Declaration

Once a GIRO plan is cancelled, this action is irreversible. Please pay the outstanding balance in full, by 25 July 2020 to avoid late payment penalties.

I declare that

- I want to cancel this GIRO plan; and
- I am aware that by cancelling the GIRO plan, it may have an impact to my future GIRO plan eligibility.

Pay your outstanding balance via **PayNow QR** or **AXS**, to avoid any late payment penalties.



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The information presented in the slides aims to provide a better general understanding of taxpayers' tax obligations and is not intended to comprehensively address all possible tax issues that may arise. This information is correct as at the date of presentation. While every effort has been made to ensure that this information is consistent with existing law and practice, should there be any changes, IRAS reserves the right to vary its position accordingly.