Make Tax Management Effortless

INLAND REVENUE AUTHORITY OF SINGAPORE

Authorise your tax agent for digital transactions TODAY!
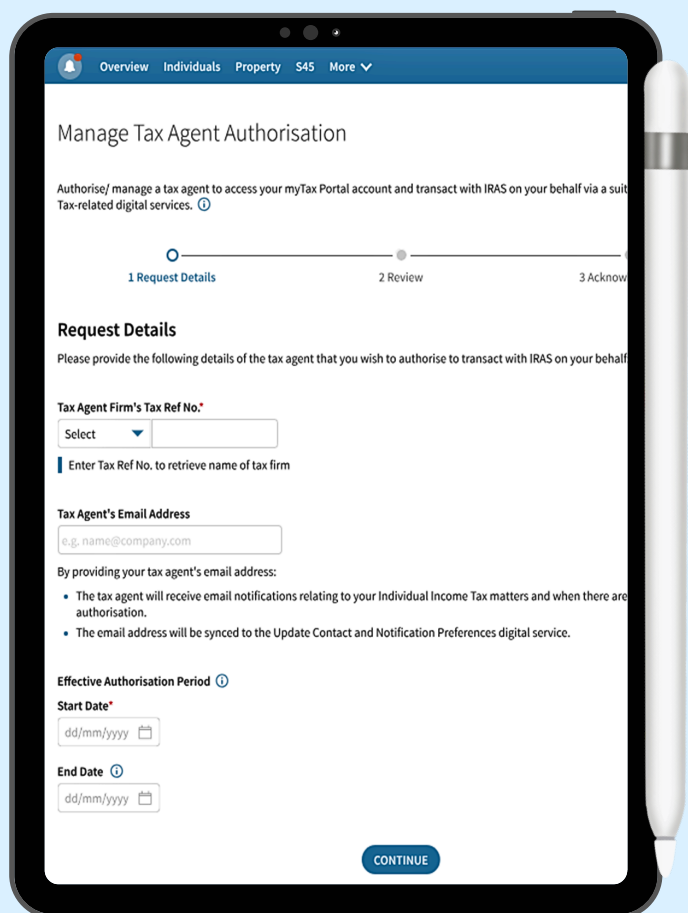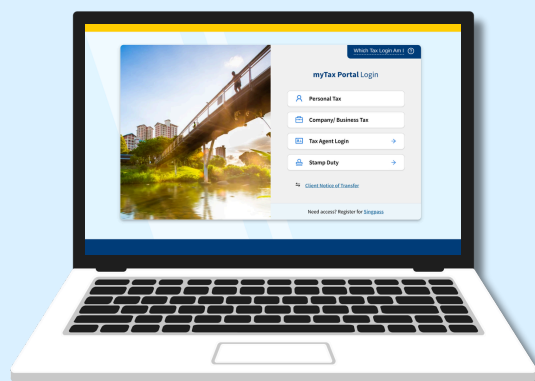
✅ Key Benefits

- **Faster Transactions:** Save time with quicker digital transactions.
- **Efficient Communication:** No need for tax agents to contact IRAS directly for simple tax queries.
- **Timely Update:** Get email notifications about your tax matters.
- **Comprehensive Management:** File returns, check payments, and send emails to IRAS in one place.
- **Secure Portal:** Enjoy safe and secure communication through myTax Portal.

3 Steps to Authorise Tax Agent?

1 Log in to myTax Portal

Log in to myTax Portal with your **Singpass** or **Singpass Foreign User Account (SFA)**.

Do not have a Singpass or SFA? Apply for one at https://www.singpass.gov.sg/home/ui/register/instructions or visit the IRAS website to find out more.

2 Add Tax Agent

Under **Profile**, select **'Manage Tax Agent Authorisation'** to add your tax agent. Fill in the following details:

- **Tax Agent Firm's Tax Ref No.:** Authorised tax firm's company registration number
- **Tax Agent's Email Address:** Enables your tax agent to receive email notifications on your tax matters.

3 Review and Submit

Ensure all details are **correct** and **read the declaration** before submission.

By submitting, you allow your tax agent to access your past records available in the tax portal, even those from before the authorisation. Your request will be processed **within 15 mins**.

🔄 Update Authorisation

To update any information, including terminating the authorisation, simply access the same digital service ,**'Manage Tax Agent Authorisation'** to do so.

Authorised Tax Agent Details

LAWTYA VDMSLCFG RAO. RDS. UEN-LOCAL 210756950N	**Effective Authorisation Period** ⓘ 04 Jun 2024 - 31 Dec 2025 ✏	**Tax Agent's Email Address** ⚠ Not Available	🔗 TERMINATE

Your tax agent will be able to access and view all your individual income tax-related records/ notices via myTaxPortal, including records/ notices for periods before the effective start date.

ℹ Need help?

- Refer to the step-by-step guide for 'Manage Tax Agent Authorisation'.
- Visit the IRAS website for more information.