

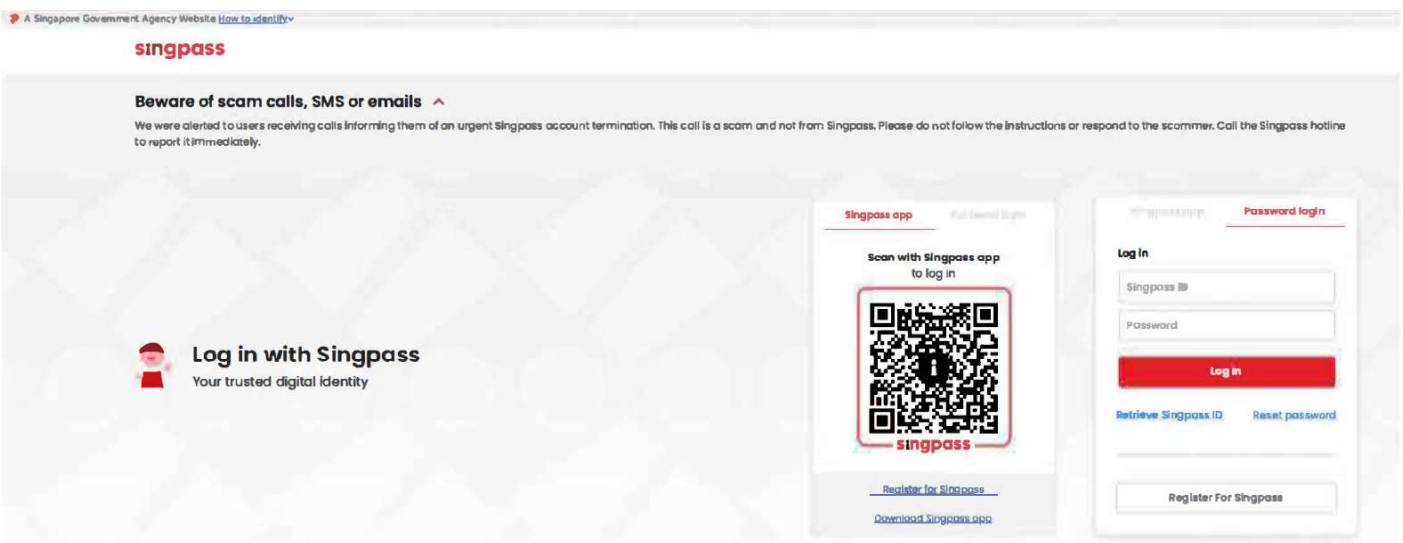
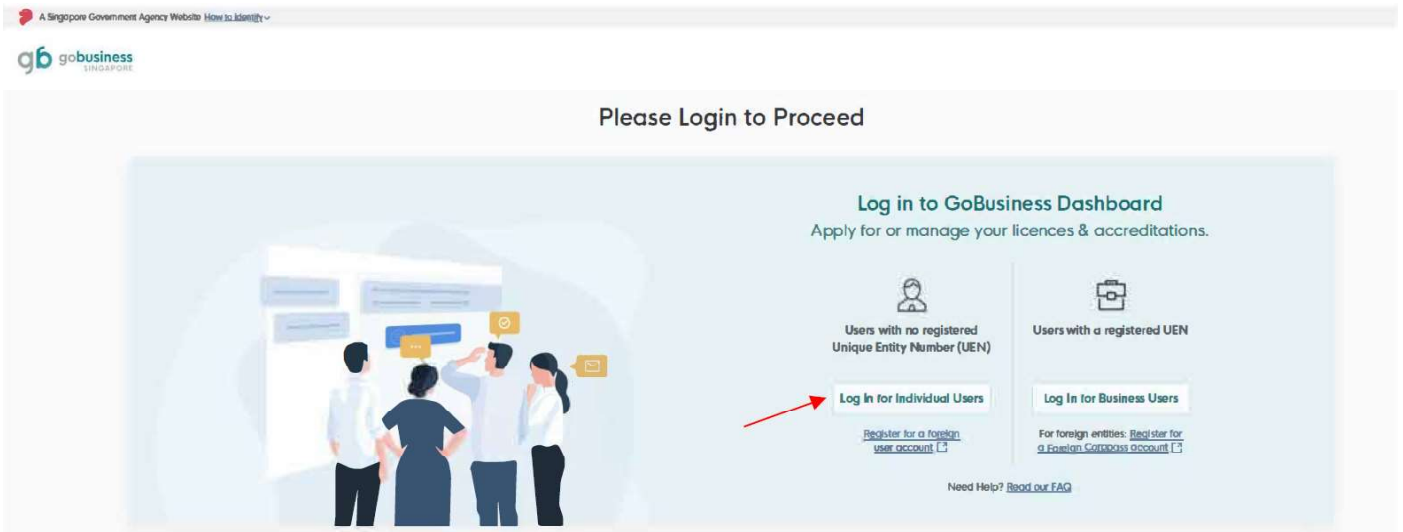


**IRAS – Inland Revenue Authority of Singapore
(Amend Licence Application System Guide)**

Licence Application

Login and Registration

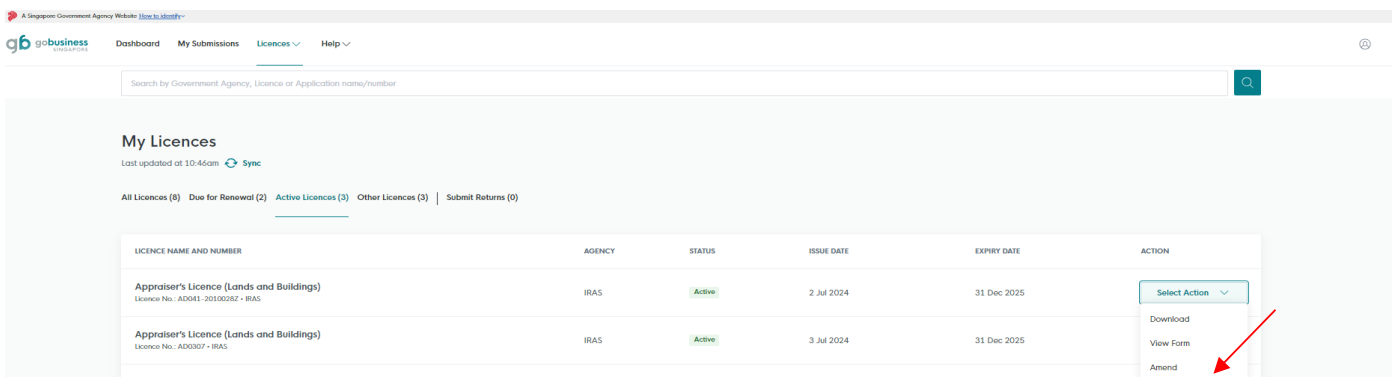
Go to <https://www.gobusiness.gov.sg/licences> and click Login for Individual Users



Note: You may scan the QR with your SingPass app or enter SingPass ID and Password to log in.

Amend Existing Licence

Click on Licences > My Licences > Active Licences > Choose licence > Click Select Action > Click Amend to proceed



The screenshot shows the 'My Licences' page on the Singapore Government Agency Website. The page includes a search bar and a table of licences. The table has the following columns: LICENCE NAME AND NUMBER, AGENCY, STATUS, ISSUE DATE, EXPIRY DATE, and ACTION. There are three rows of data, all with 'Active' status. A red arrow points to the 'Amend' option in the 'Select Action' dropdown menu for the first licence.

LICENCE NAME AND NUMBER	AGENCY	STATUS	ISSUE DATE	EXPIRY DATE	ACTION
Appraiser's Licence (Lands and Buildings) Licence No. - AD0411-20100282 - IRAS	IRAS	Active	2 Jul 2024	31 Dec 2025	Select Action Download View Form Amend
Appraiser's Licence (Lands and Buildings) Licence No. - AD0307 - IRAS	IRAS	Active	3 Jul 2024	31 Dec 2025	
Appraiser's Licence (Lands and Buildings)					

Note: You should proceed to amend licence if you have changed your company or place of residence since your last renewal. For other changes, please email appraiserlicence@iras.gov.sg

General Information

General Info

- Application Details
- Review Form
- Declaration
- Make Payment

You are applying to amend Appraiser's Licence (Lands and Buildings) (IRAS)
All fields are mandatory unless stated as optional. Please note that processing time may be delayed if incomplete or inaccurate information is submitted.
Estimated 30 mins to complete

STEP 1
General Information
Review and fill the following details for application.

Profile

I am applying
 As an applicant
 On behalf of applicant

Applicant Detail

Salutation
Mr

Name
Default User

ID Type
NBC

ID No.
****Q5890

Email
dita@husein@gmail.com

Contact Number
+65 9771 1234

Address

Address Type
 Singapore Address Foreign Address

Postal Code
480534

Block/House No.
136

Street Name
Bukit North Avenue 3

Floor/Level @ (Optional)
12

Unit (Optional)
111

Building Name
Bukit Street

Note: Click Application Details to proceed.

Application Details

Application Details to amend Appraiser's Licence (Lands and Buildings) (IRAS)
Fill in the following details.

License Information
Licence No.

Licensee Particulars (as per NRIC / FIN)
Name 12/64
ID Type 12/64
ID Number 9/9
Citizenship 12/64
Sex 12/64
Date of Birth 12/64
Contact Number 12/64
Email Address 12/64

Current Residential Address (As per NRIC)
Update Residential Address
 Yes
 No

Current Employment Details
Update Employment Details
 Yes
 No

Note: If there is no change to your particulars, please select No. Similarly, if there are changes to be made, please select Yes.

Current Residential Address (As per NRIC)
Update Residential Address
 Yes
 No

Residential Address
Postal Code [Retrieve Address](#)
Block/Flouse No. Street Name
Floor/Level @ (Optional) Unit (Optional) Building Name (Optional)
[Reset Address](#)

Current Employment Details
Update Employment Details
 Yes
 No

Employment Status
 Salaried Employee
 Self-employed

Name of Company 12/64
Designation 12/64
Date Joined 12/64
Office Tel Number 12/64
Company Address
Postal Code [Retrieve Address](#)
Block/Flouse No. Street Name
Floor/Level @ (Optional) Unit (Optional) Building Name
[Reset Address](#)

Supporting Documents

Supporting Documents

Copy of NRBC / FN (front and back)

Only 1 file of 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Support only .PDF, .JPEG, .GIF, .DOC, .DOCX, .PPT format.

NRBC_FN (4.2 KB)
● Uploaded

Authorization letter from new employer

Only 1 file of 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
A letter from the company where you will be acting as an operator for, verifying that upon the issuance of the license, you will be acting as an operator or valuer of the company.

Support only .PDF, .JPEG, .GIF, .DOC, .DOCX, .PPT format.

authorization (11.6 KB)
● Uploaded

[← General Information](#) [Save Draft](#) [Review Form →](#)

Note: If you have changed your place of residence or company, please upload the Supporting Document(s).

Review Form

Review Form
Please review the following details carefully. You will not be able to edit these details when you proceed to the next step.

General Information

Profile
Form type: As an applicant

Applicant Detail
Lastname: M.
Name: Dinkuh Suan
ID Type & ID Number: NRIC: ****0509G
Email: dinkuh@orange.com
Contact Number: +65 9775 1314
Address: 136 Bedok North Avenue 3, #12-111 Bedok Tower, Singapore 460136

Application Details to amend Appraiser's Licence (Lands and Buildings) (IRAS)

Licence Information
Licence No.: ADME: 205008Z

Licensee Particulars (as per NRIC / FIN)
Name: Dinkuh Suan
ID Type: NRIC
ID Number: S450509G
Citizenship: SINGAPORE CITIZEN
Sex: Female
Date of Birth: 05/04/1999
Contact Number: Internal No.: To incorporate into licence information: +65 9775 1314
Email Address: Internal No.: To incorporate into licence information: dinkuh@orange.com

Current Residential Address (As per NRIC)
Update Residential Address: Yes
Residential Address: 136 BEDOK NORTH AVENUE 3, #12-111 NE, Singapore 460136

Current Employment Details
Update Employment Details: Yes
Employment Status: Self-employed
Name of Company: ABC Pte Ltd
Occupation: Valuation Manager
Date Joined: 05/01/2015
Company Tel Number: +65 6565 1314
Company Address: 3 BTOUARDEN LINK, CITY SQUARE RESIDENCE, Singapore 207729

Supporting Documents

Copy of NRIC / FIN (front and back)
Link to IRAS e-File form:
Supporting docs: JMS, JMS, GAT, DIC, SOCC, POF same
[View form](#) (4.3 KB)

Authentication letter from new employer
Link to IRAS e-File form:
A letter from the company whom you will be acting as an appraiser for, certifying that upon the issuance of the licence, you will be acting as an appraiser or valuer of the company.
Supporting docs: JMS, JMS, GAT, DIC, SOCC, POF same
[View form](#) (15.4 KB)

[← Back to Edit](#) [Finalize](#)

Note: Review your application details and click Declaration to proceed.

Declaration

The screenshot shows the 'Declaration' step of the application process. On the left, a sidebar contains navigation links: 'General Info', 'Application Details', 'Review Form', 'Declaration' (highlighted), and 'Make Payment'. The main content area is titled 'STEP 4 Declaration' and includes the following text:

Please scroll to read and acknowledge the following clauses.

General Declaration

I declare that all the information given in this application form is true and correct.

I am aware that legal action may be taken against me if I had knowingly provided false information.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.

Appraiser's Licence (Lands and Buildings) (BRAS)

I certify that the all above statements are true and correct, and I undertake to update BRAS immediately if there are changes.

I accept that the licence issued will be revoked, and penalties applied if this declaration is false, or BRAS is not updated of changes in my details.

I hereby declare that all of the above is true.

At the bottom right, there are two buttons: 'Review Form' and 'Make Payment'.

Note: Check the declaration box and click Make Payment to proceed.

Payment

The screenshot shows the 'Payment' step of the application process. The title is 'Payment' and the instruction is 'Please review your fees and make payment.' Below this is a table of fees:

DESCRIPTION	GST	AMOUNT
Appraiser's Licence (Lands and Buildings)		
Application Fee	-	\$20.00
	Subtotal	\$20.00
	Amount Payable	\$20.00

Below the table, the section is titled 'Payment method' with the instruction 'Please choose a payment method.' There is a form for adding card details:

We Accept:

Add Card Details

Card number

What is a CVV?

Save as my new default card

At the bottom left, there is a 'Back to Form' button.

Note: Fill in your card details and click Make Payment to proceed.

Acknowledgement

g b **go-business**
GOVERNMENT OF ONTARIO

We have received your application
Thank you for your application. You will receive updates on it via email.

Payment Summary

DESCRIPTION	GST	AMOUNT
Appraiser's Licence (Lands and Buildings)		
Application Fee	-	\$20.00
	Subtotal	\$20.00
	Total Paid	\$20.00

[Download Tax Invoice](#) Receipt No: TH2502060000020

Next Steps
We will send you an email notification when there are changes to your application status. Alternatively, you may log in to track your status via the dashboard below.
For application enquiries, you may contact GoBusiness Helpdesk at 63363373 or email AskGoB@gocrmsonlogic.com.ca

[Return to Dashboard](#)

Note: Click Download Tax Invoice to view the Payment Receipt. Upon agency's review, you shall receive a notification via email that your licence application is approved.

View Receipt

Tax Invoice
TN250206000020
6 February 2025, 11:56am



Applicant:
Default User

Payment Mode:
Credit Card - Visa

Appraiser's Licence (Lands and Buildings)

Inland Revenue Authority of Singapore (IRAS)
55, Newton Road, Revenue House, SINGAPORE 307987

GST Registration No.:
M681000004

Application ID:
FU254048393

Payment Transaction ID:
pt_3QpMCRf-CasrcRKKC1er0nHVj

DESCRIPTION	GST	AMOUNT
Application Fee	-	\$20.00

Subtotal	\$20.00
Total Paid	\$20.00

View Application

Singapore Government Agency Website [View in English](#)

gobusiness SINGAPORE Dashboard My Submissions Licences Help

Search by Government Agency, Licence or Application name/number

My Submissions

Last updated at 03:50pm [Sync](#)

All Submissions Action Required Draft Processing Completed

New To download your payment invoice or licence file for your applications:
1. Click within the "Select Action" menu
2. Select Download Invoice or Download Licence Files if they are available

Appraiser's Licence (Lands and Buildings) Licence (Amend) - IRAS	Approved	Application: F1254048393 Licence: AD041-2010028Z	Updated: 6 Feb 2025, 03:48pm	Select Action
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Note: Login to GoBusiness Licensing to view status of application.

View and Retrieve Licence

The screenshot shows the 'My Licences' page on the Singapore Government Agency Website. The page includes a search bar at the top and a navigation menu with 'Dashboard', 'My Submissions', 'Licences', and 'Help'. Below the search bar, there is a section titled 'My Licences' with a 'sync' button. A summary bar shows 'All Licences (8)', 'Due for Renewal (2)', 'Active Licences (3)', 'Other Licences (3)', and 'Submit Returns (0)'. The main content is a table with the following data:

LICENCE NAME AND NUMBER	AGENCY	STATUS	ISSUE DATE	EXPIRY DATE	ACTION
Appraiser's Licence (Lands and Buildings) Licence No: AD041-20100282 - IRAS	IRAS	Active	2 Jul 2024	31 Dec 2025	Select Action Download View Form Amend
Appraiser's Licence (Lands and Buildings) Licence No: AD0307 - IRAS	IRAS	Active	3 Jul 2024	31 Dec 2025	
Appraiser's Licence (Lands and Buildings)					

Note: Click on Licences > My Licences > Active Licences > Choose licence > Click Select Action > Click download to retrieve a PDF copy of your approved licence.