Navigating the new Bizfile: Renew business registration

The "Renew business registration" eService enables the renewal of registration for sole proprietorships, partnerships and limited partnerships for a period of one or three years.

Business owners must renew the business registration before the expiry date if they intend to continue running the sole proprietorship, partnership or limited partnership. Renewals may be submitted up to 60 days before the expiry date. Please note penalties may be imposed for late renewals.

For all business types, owners must ensure that their Medisave contributions are up to date with the CPF Board. Non-compliance with Medisave requirements will result in rejection of the renewal application and may lead to cancellation of business registration.

Step-by-step instructions to renew business registration

1) Renewing registration for sole proprietorship/partnership

Ensure that you have:

✓ Up-to-date CPF Medisave contributions with the CPF Board for all business owners or partners

Step 1: Log in to Bizfile using Corppass (Business user) credentials.

	A Singapore Government Agency Website How to identify ~		
t	Making Singapore the best place for business	-①Login 물 0	ι.
	Register 👻 Manage 👻 Annual filing 👻 Deregi	ster	
	Welcome t Login Your one-stop digital s	×	
	Business User Login with UEN, Corppass	s to transact on behalf of a business entity.	
	Entity Industry Pr Login with Singpass to tran UEN.	>	
	Q. Enter entity name or UEN to begin search This site is protected by reCAPTCHA and the Google <u>Privacy Police</u>	y and Terms of Service apply.	Click here to chat with me.
	Popular		•

Step 2: Check that you are on the correct entity dashboard. The entity name will be displayed on the top menu bar and the dashboard.

	e the best place for business		② OCTOBER TWO ▼	∑s 决 → Logout	٩
Register 👻	Manage 🔻 Annual filir	ng 🕶 Deregist	er ▾ Others ▾ Buyin	nformation 🔻 🛛 Subscribe APIs 👻	
Welco	me to yo	ur das	hbo <mark>ard!</mark>		
Access all your la	test messages, manage yo	our to-do list, an	d view recent transactions	all in one place.	
•	O				
OCTOB 53400161X	ER TWO		\$ My transactionsMy corporate service	Payment history	
View entity deta	ils		provider (CSP)		
Dendis					
You have 0 ite Action items o	s actions U ms pending your action. reated from 02 Dec 2024 on	wards will be disp	played here.		

Step 3: From the mega menu, click the **"Manage"** tab, select **Sole proprietorship/partnership** and click **"Renew business registration"**.

Register 👻 Manage 🔺	Annual filing 👻 Deregister 👻 Others 👻	Buy information 👻 Subscribe APIs 👻
Manage Access eServices to manage and upd	ate entity details and professional information	
Local company Foreign company	Sole proprietorship/partnership eServices to manage and update details of sole proprieto	rship/partnership
Sole proprietorship/partnership	Update information	온 Update position holder information
Limited liability partnership	Appoint/Withdraw position holder	🖧 File notice of death
Limited partnership	File Notice of Error	S File Order of Court
Public accounting firm		
Corporate service provider	Restructure or convert entity type	
Public accountant	Convert to LLP/ALLP	
Approved liquidator	Renewal	

Step 4: On the "Renew business registration" introduction page, click "Start".

Important: You will only be able to renew the registration 60 days before the registration expiry date. If you access this eService prior to 60 days before the expiry date, you will not be able to proceed with the transaction.

Home > Renew b	usiness registration
Renew	business registration
	Introduction
	This eService allows you to renew the registration of a sole proprietorship, partnership or limited partnership for 1 year or 3 years.
	Before you start
	 Ensure that the CPF Medisave contributions of all business owners or partners are up-to-date with the CPF Board. Ensure that you are logged in using Corppass to perform this transaction. If you do not have a Corppass account, you can apply for one on the <u>Corppass website</u>.
	Useful reminders It is an offence to carry on the business after the registration has expired. You can renew the registration of your sole proprietorship, partnership, or limited partnership up to 60 days before expiry. Late renewal may incur a penalty. PayNow is now available as a payment option for renewal of registration for sole proprietorship, partnership, and limited partnership.
	Start →

Step 5: Select the renewal period and click "Review and confirm" to proceed.

Important: The 3-year renewal option is only available if your business entity meets the CPF Board's conditions.

1 Renewal period	Review and confirm Payment
Renewal period	
Select your preferred renewal period of 1 year or 3 years.	Current expiry date 20 Mar 2025
	Period of renewal I year (\$30) 3 years (\$90)
	Option for 3-year renewal period is only available if the conditions set by the CPF Board are met. Please contact the CPF Board for more information.
	New expiry date 20 Mar 2026
← Back	Save draft Review and confirm ->

Step 6: Review all entered information carefully. Tick the declaration box to confirm the accuracy and click **"Payment"** to proceed.

1 — Renewal period		2 Review and confirm	③ Payment
Review and cor	nfirm		
Review the information below	before submitting.		
Current expiry date	Period of renewal	New expiry date	
20 Mar 2025	1 year	20 Mar 2026	
1 The above informa 2 I am aware that I m	ion submitted is true and correct ay be liable to prosecution if I subr	to the best of my knowledge and I am nit any false or misleading informatio	authorised to file this application/transaction. In this application/transaction.
← Back			Payment →

Step 7: You will be directed to the payment summary page. Select the payment method and click **"Make payment"** to complete the transaction.

Select payment method		r ayment summar	у
Complete your payment before 12:13PM to	o avoid timeouts.	ARN250310000018	
Select type	nu a receipt upon successful payment.	1 x Renew business / limited partnership registration (1 year)	\$30.00
Saved card(s)	ther methods	Total (includes GST)	\$30.00
Select payment method			
0		Make payment	
PayPal	Debit/Credit Card/Apple Pay/Google Pay	← Back	
PayNow			

Step 8: Once payment is successful, you will be see an acknowledgement message and otpion to download your receipt.

	Payment successful			
	Upon successful payment, instruction	you will receive a confirmation ema s to review your purchase.	il with	
	Download receip	t 🕒 Go to My Transaction		
	Pa	yment details		
Receipt number ACRA250310000015	ARN ARN250310000018	Paid via Debit/Credit Card	EP reference number pi_3R0xIXJUwRqvcgtW1zdGvpuW	
Date and time 10 Mar 2025 11:48 AM	Amount paid \$30.00			

Step 9: A notification will be sent to your Bizfile inbox with a link to download your free Business Profile.

Inbox	
← All messages Business registration for OCTOBER TWO successfully renewed 10 Jun 2025 · 1:46 PM	
Dear Sir/Madam, • Entity name: OCTOBER TWO • Entity UEN: 53400161X • Expiry date: 20/03/2025 The registration for Business, OCTOBER TWO has been successfully renewed for 1 year. The registration for a successfully renewed for 1 year.	
The new expiry date is 20/03/2026. A free Business Profile for this entity is available for download via this <u>link</u> . Please ensure you have switched to the correct entity profile before you access the free product download page. Should you need assistance, our step-by-step <u>guide</u> is available for reference. Download link will expire in 30 days. Accounting and Corporate Regulatory Authority (ACRA)	

2) Renewing registration for limited partnership

Ensure that you have:

✓ Up-to-date CPF Medisave contributions with the CPF Board for all business owners or partners

Step 1: Log in to Bizfile using Corppass (Business user) credentials.

	A Singapore Government Agency Website How to identif	N.,	
	Making Singapore the best place for business		-] Login 몇 Q
	Register 👻 Manage 👻 Annual fili	ing 👻 Deregister 👻 Others 👻 🛛 Buy information 👻	Subscribe APIs 👻
	Welcome t Login Your one-stop digital s	×	
	filing and information Busine Login wit	Iss User >	
	Search for busin Individ Entity Industry Pe Login will UEN.	lual User >	
	Q Enter entity name or UEN to b This site is protected by reCAPTCHA and the Go	egin search	Click here to chat with me.
	Popular		•

Step 2: Check that you are on the correct entity dashboard. The entity name will be displayed on the top menu bar and the dashboard.



Step 3: From the mega menu, click the **"Manage"** tab, select Limited **partnership** and click **"Renew limited partnership registration"**.

▲ Annual filing ▼ Deregister ▼ Othe	ers 👻 📔 Buy information 👻 📔 Subscribe APIs 👻
pdate entity details and professional information	
Limited partnership	
eServices to manage and update details of limite	d partnership
Update information	
🖨 Update entity information	왕, Update position holder information
Appoint/Withdraw position holder	File Notice of Error
Sile Order of Court	File Notice of Cessation/Resignation of position
	noider
Ponowal	
Renew limited partnership registration	
	2
	 Annual filing ▼ Deregister ▼ Other pdate entity details and professional information Limited partnership eservices to manage and update details of limited Update information ⓐ Update entity information ⓐ Appoint/Withdraw position holder ☆ File Order of Court Renewal ⓒ Renew limited partnership registration

Step 4: On the "Renew business registration" introduction page, click "Start".

Important: You will only be able to renew the registration 60 days before the registration expiry date. If you access this eService prior to 60 days before the expiry date, you will not be able to proceed with the transaction.

If the registration for the limited partnership has expired and cancelled due to non-renewal, you will need to register a new limited partnership.

Home > Renew business registration	
Renew business registration	
Introduction	
This eService allows you to renew the registration of a sole proprietorship, partnership or limited partnership for 1 year or 3 years.	
 O	
\$ Fee \$30.00 (1 year) \$90.00 (3 years)	
Before you start	
 Ensure that the CPF Medisave contributions of all business owners or partners are up-to-date with the CPF Board. 	
2 Ensure that you are logged in using Corppass to perform this transaction. If you do not have a Corppass account, you can apply for one on the <u>Corppass website</u> .	
Useful reminders (1)	
 It is an offence to carry on the business after the registration has expired. You can renew the registration of your sole proprietorship, partnership, or limited partnership up to 60 days before expiry. 	
Late renewal may incur a penalty. Day blow is new quaitable as a payment ention for renewal of registration for sole.	
proprietorship, partnership, and limited partnership.	
Start →	

Step 5: Select the renewal period and click "Review and confirm" to proceed.

Important: The 3-year renewal option is only available if your business entity meets the CPF Board's conditions.

Select a renewal period of either 1 year or 3	Current expiry date
The renewal period you select reflects the current registration term only. It does not indicate the intended total operational duration of the limited partnership.	Period of renewal
	New expiry date 20 Mar 2026

Step 6: Review all entered information carefully. Tick the declaration box to confirm the accuracy and click **"Payment"** to proceed.

	1 Renewal period	F	2 Review and confirm	3 Payment	
	Peview and confirm	n			
R	eview the information below before	submitting.			
R 	Renewal period	Period of renewal	New expiry date		
	✓ I, NICOLE LIM, declare that:	1 уса	20 Mai 2020		
	 The above information sut I am aware that I may be limited in the subscription of the subscription o	omitted is true and correct to t able to prosecution if I submit	he best of my knowledge and I am au any false or misleading information ir	thorised to file this application/transaction. h this application/transaction.	
	← Back			Payment >	

Step 7: You will be directed to the payment summary page. Select the payment method and click **"Make payment"** to complete the transaction.

Select payment metho		r dyment summar	7
Complete your payment before 12:13PM You will receive an acknowledge messag Select type	/l to avoid timeouts. e and a receipt upon successful payment.	ARN250310000018 1 x Renew business / limited partnership registration (1 year)	\$30.00
Saved card(s)	Other methods	Total (includes GST)	\$30.00
Select payment method	I Pay CPay	Make payment	
PayPal	Debit/Credit Card/Apple Pay/Google Pay	← Back	
]	
PayNow			

Step 8: Once payment is successful, you will see an acknowledgement message and option to download your receipt.

Payment successful					
Upon successful payment, you will receive a confirmation email with instructions to review your purchase.					
	🖾 Download receipt	E Go to My Transaction			
Payment details					
Receipt number ACRA250310000015	ARN ARN250310000018	Paid via Debit/Credit Card	EP reference number pi_3R0xIXJUwRqvcgtW1zdGvpuW		
Date and time 10 Mar 2025 11:48 AM	Amount paid \$30.00				

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Updated as of 10 Jun 2025