

## Navigating the new Bizfile: File Winding Up of Business Entity – Members’ / Partners’ Voluntary Winding Up

The “File winding up of business entity” eService allows you to initiate the winding up process for a local company or limited liability partnership (LLP), and submit the notifications to appoint a provisional liquidator or liquidator to oversee the winding up process.

A local company or LLP can be wound up voluntarily or by a court order, depending on the state of its solvency.

To apply for Members’ / Partners’ Voluntary Winding Up, the local company or LLP must be solvent. The entity must first pass a notice of resolution and appoint a liquidator or provisional liquidator, to wind up its affairs and file the necessary notifications required under the Companies Act or Insolvency, Restructuring and Dissolution Act.

The liquidator type:

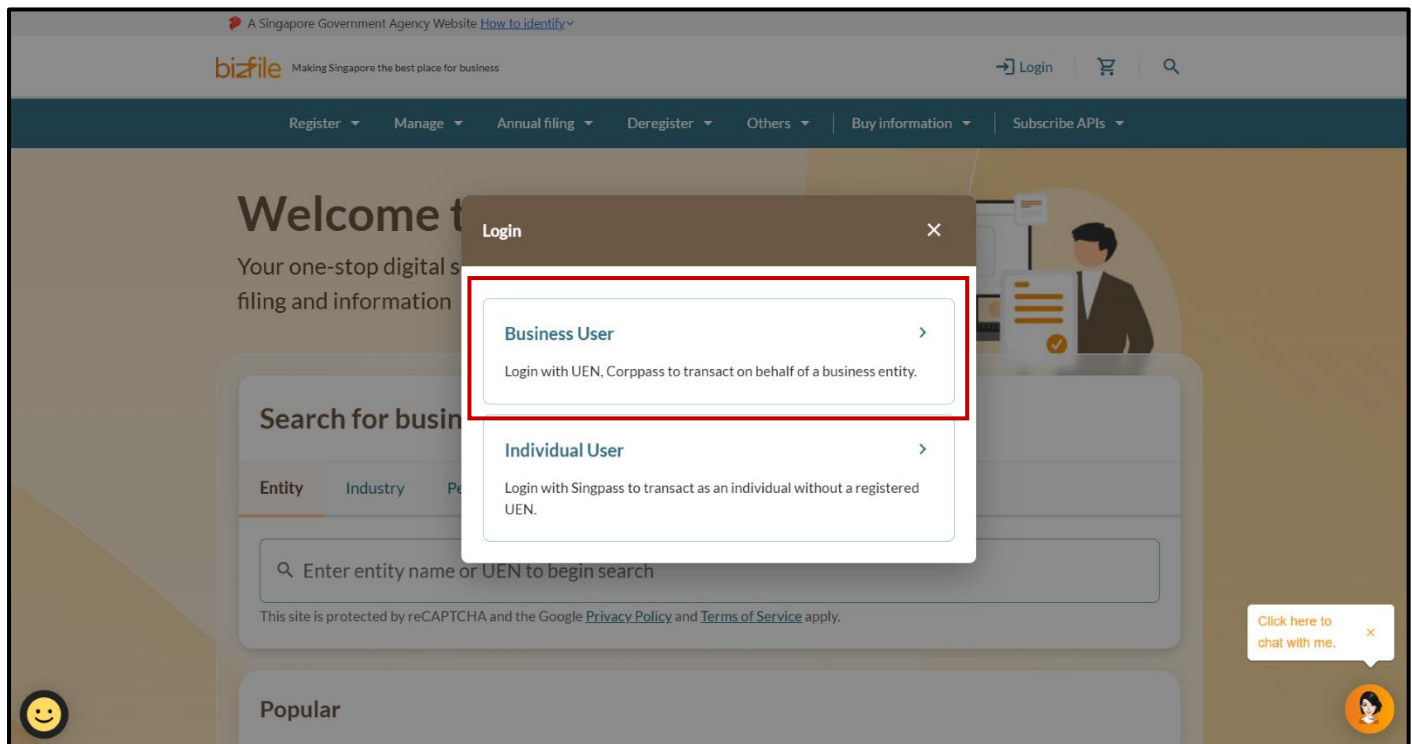
- Local Company
- Accounting LLP
- Audit Firm
- Individual
- Official receiver

To apply for Members’ voluntary winding up for a local company or Partners’ voluntary winding up for a LLP, the following lodgements must be submitted with ACRA:

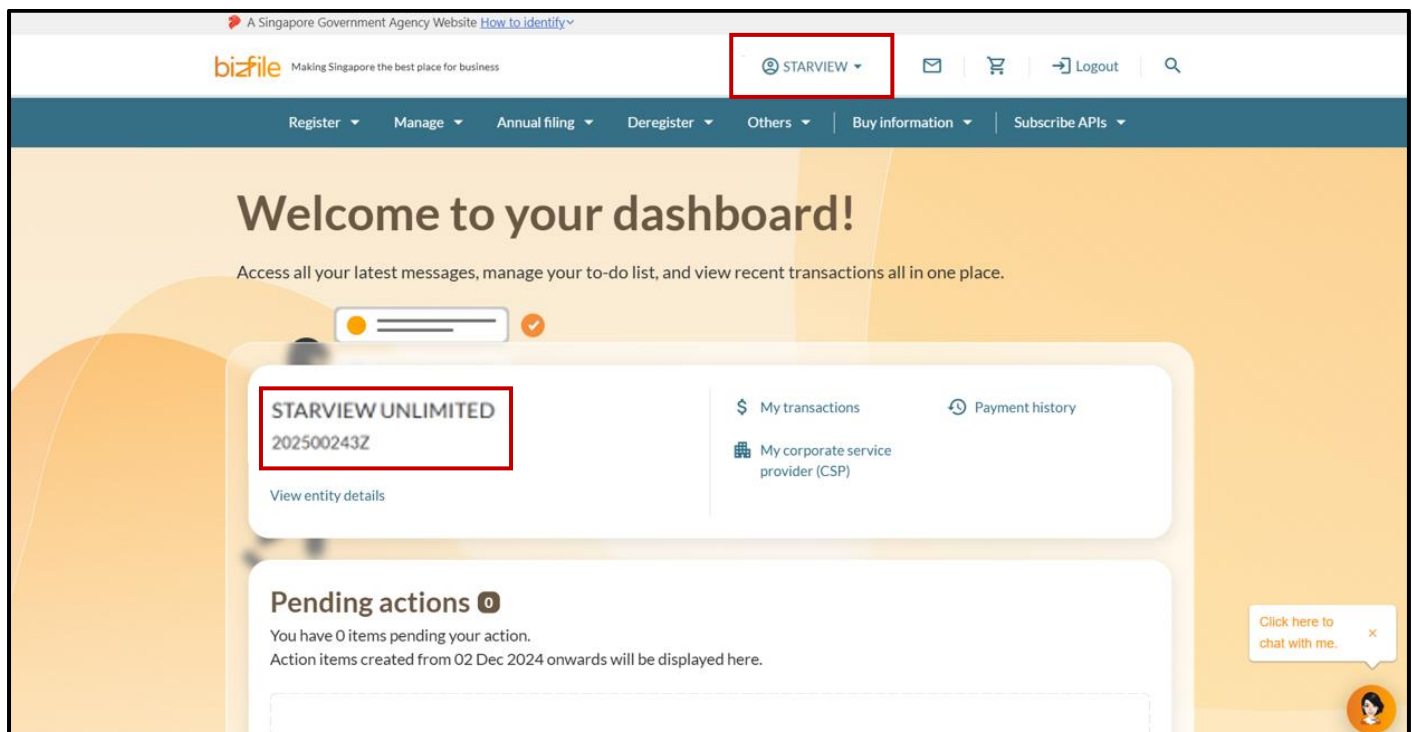
Transaction	Navigation
<b>File Declaration of solvency</b>	<a href="#">Click here</a>
<b>File Notice of resolution for voluntary winding up</b>	<a href="#">Click here</a>
<b>Appointment of liquidator/provisional liquidator</b>	<a href="#">Click here</a>

# Step-by-step Instructions to file Members' / Partners' Voluntary Winding Up

## Step 1: Login to Bizfile using Corppass (Business user) credentials



**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. **Check that the UEN and entity name shown belong to the entity to be wound up.**



*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

For Corporate Service Provider applying for winding up on behalf for their clients, click the **“Corporate Service Provider”** tab on **“My profile – Select profile”** page and select your CSP firm from the drop-down list (if you belong to more than one CSP firm).

A Singapore Government Agency Website [How to identify](#)

**bizfile** Making Singapore the best place for business

AGILITY CONSULTING 99+ Logout

Register Manage Annual filing Deregister Others Buy information Subscribe APIs

Home > My profile

## My profile

You are logged in as NICOLE LIM (NRIC S9669740F).

[Back](#)

### Select profile

Select a profile and entity to proceed.

**My Entities**

- Corporate Service Provider**

#### Corporate Service Provider

Select your corporate service provider firm

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AGILITY CONSULTING

[Click here to chat with me.](#)

To select the entity you want to file for, use the search function to search and click on the displayed entity name under the search bar.

[Back](#)

### Select profile

Select a profile and entity to proceed.

**My Entities**

- Corporate Service Provider**

#### Corporate Service Provider

Select your corporate service provider firm

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Select the client that you would like to file for from the list below.  
If you are filing for an ad hoc client, proceed to the post-login dashboard and select the eService from the mega menu. [Proceed to dashboard](#)

Synergy [Search](#)

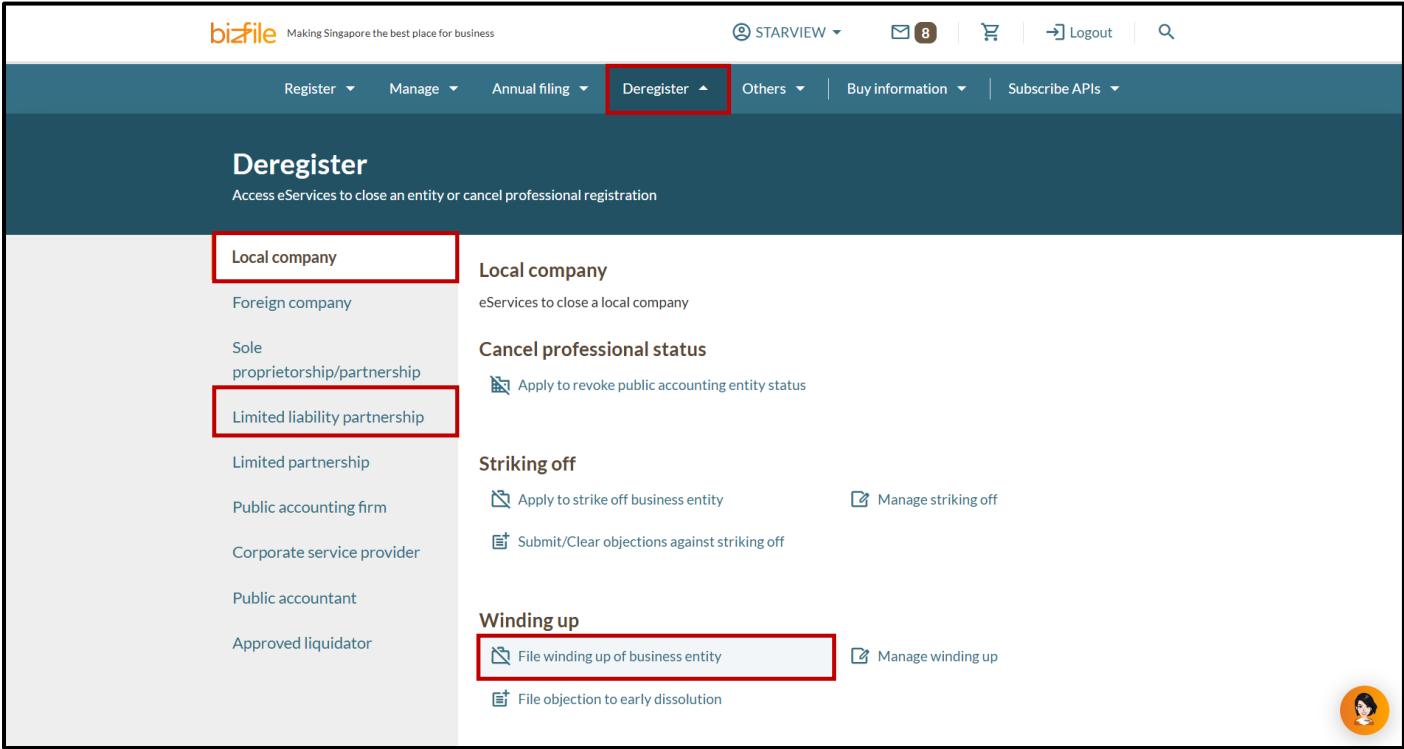
Sort by: Latest updated

**SYNERGY CONSULTING** 202400007Z [To-do items: 5](#)

**SynergyBridge (Singapore Branch)** T24FC0018K [To-do items: 0](#)

[Click here to chat with me.](#)

**Step 3:** From the mega menu, select “Deregister”, click “Local company” or “Limited liability partnership” tab and select “File winding up of business entity”.



*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

**Step 4:** Click **“Start”** on the **“File winding up of business entity”** introduction page.

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STARVIEW 82 Logout

Register Manage Annual filing Deregister Others Buy information Subscribe APIs

Home > File winding up of business entity

## File winding up of business entity

### Introduction

A local company or limited liability partnership can be wound up voluntarily or by a court order, depending on the state of its solvency. A liquidator or provisional liquidator must be appointed to manage the entity's affairs, and file the necessary notifications required under the Companies Act or Insolvency, Restructuring and Dissolution Act.

This eService allows you to file the necessary notifications to appoint a provisional liquidator or liquidator to initiate the winding up process for a local company or limited liability partnership.

Time to complete	5 minutes - 15 minutes
Approval time	Immediate
Fee	Limited Liability Partnership: \$0 (Notice of resolution) \$0 (Declaration of solvency) \$0 (Declaration of insolvency to continue business operations of the LLP/LLP)

### 3 Compulsory Winding Up (Winding Up by Order of Court)

A local company or LLP may be subject to winding up by a Court Order in specific circumstances, particularly when the entity is unable to settle its debts. The following information is required:

- Notice of Winding-up Order and Particulars of Liquidator(s)
  - Grounds for compulsory winding up
  - Name of plaintiff
  - Solicitors of plaintiff
  - Winding up number
  - Winding up order made
  - Copy of notice of winding up
  - Copy of court order for winding up
  - Date of filing winding up order in court
  - List of information when appointing a provisional liquidator/liquidator

**Useful reminders**

- Submit the required documents and proceedings within the stipulated timelines to avoid any delays in the winding up process.
- Check that you have entered all information correctly before submitting your application.

**Start →**

## 1) File declaration of solvency

**Step 1:** Verify the business entity details to ensure you are applying to wind up the correct entity.

1 Details of winding up 2 Review and confirm 3 Complete

### Enter details of winding up

Select the type of winding up to start the process.

Type of winding up

Entity UEN  
202500243Z

Entity name  
STARVIEW UNLIMITED

**Step 2:** Select “**Members’ / Partners’ voluntary winding up**” from the “**Type of winding up**” dropdown list.

1 Details of winding up 2 Review and confirm 3 Complete

### Enter details of winding up

Select the type of winding up to start the process.

Type of winding up

Entity UEN  
202500243Z

Entity name  
STARVIEW UNLIMITED

Type of winding up

Select type of winding up

Members' voluntary winding up

Creditors' voluntary winding up

Compulsory winding up

← Back Review and confirm →

## For Local Companies

**Step 3:** Enter the date of meeting where the directors passed the declaration of solvency. This must be the current date or a past date; future dates are not permitted.

Select one or more directors who attended the meeting from the dropdown list and click **“Save”**.

**Declaration of solvency**

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of meeting  
10 Apr 2025

Directors present at meeting of directors  
Select director(s) present at meeting

- ☒ samuel yap
- ☐ BRIAN LIM
- ☐ CINDY CHAN
- ☐ BENJAMIN ONG

☒ Unselect all 1 selected **Save**

Drag and drop files here or browse files to upload

**Step 4:** If a director's name is not listed, select **“Others”** and click **“Save”**.

**Declaration of solvency**

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of meeting  
14 Mar 2025

Directors present at meeting of directors  
Select director(s) present at meeting

- ☐ Peter Peh
- ☐ LEE JIA EN AVA
- ☐ VERNIE PANG
- ☐ AYDEN THOMAS
- ☒ Others

☒ Unselect all 1 selected **Save**

Select director(s) who made the declaration

- Peter Peh
- Others

**Step 5:** Enter the director's name in the provided text box.

## Declaration of solvency

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of meeting

11 Oct 2025

*Date of meeting cannot be a future date*

Directors present at meeting of directors

Select director(s) present at meeting

Tommy Tan

Others

Names of other directors present at meeting

Provide the names of directors not included in the list above

0/200

Director(s) who made the declaration

Select director(s) who made the declaration

Tommy Tan

Attach statement of affairs

**Step 6:** Select all directors who made the declaration from the dropdown list and click **“Save”**.

### Declaration of solvency

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of meeting

10 Apr 2025

Directors present at meeting of directors

Select director(s) present at meeting

samuel yap

Director(s) who made the declaration

Select director(s) who made the declaration

Select all

☐ samuel yap

☒ BRIAN LIM

☒ CINDY CHAN

☐ BENJAMIN ONG

Unselect all

2 selected

Save

*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*



**Step 7:** If the director's name is not listed, select **"Others"** and click **"Save"**.

Director(s) who made the declaration

Select director(s) who made the declaration

- ☐ BRIAN LIM
- ☐ CINDY CHAN
- ☐ BENJAMIN ONG
- ☐ JASMINE GOH
- ☒ Others

Unselect all 1 selected Save

Embedded images and files will not be scanned for personal information. Consider masking any

**Step 8:** Enter the director's name in the provided text box.

Director(s) who made the declaration

Select director(s) who made the declaration

Others

Names of other directors who made the declaration

Provide the names of directors not included in the list above

0/200

### **For Limited Liability Partnerships**

**Step 9:** Enter the date of meeting when the declaration of solvency was passed. This must be the current date or a past date; future dates are not permitted.

Select all managers who made the declaration and click **"Save"**.

**Declaration of solvency**

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of declaration

DD MMM YYYY

Manager(s) who made the declaration

Select manager(s) who made the declaration

- ☒ Select all
- ☒ Hong Ri Yi
- ☐ GOH HUI XIN
- ☐ Others

Unselect all 1 selected Save

Maximum file size: 10 MB per file

**Step 10:** If a manager’s name is not listed, select “Others” and click “Save”.

Declaration of solvency

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of declaration

DD MMM YYYY

Manager(s) who made the declaration

Select manager(s) who made the declaration

Select all

☐ Hong Ri Yi

☐ GOH HUI XIN

☒ Others

Unselect all

1 selected

Save

**Step 11:** Enter the manager’s name in the provided text box.

Declaration of solvency

The declaration of solvency is a document passed by the majority of directors confirming that they have fully examined the company's financial situation and that the company can pay all its debts within 12 months of starting the winding up process. The declaration must be filed before the resolution for voluntary winding up is passed.

Date of declaration

10 Apr 2025

Manager(s) who made the declaration

Select manager(s) who made the declaration

Others

Names of other managers


Provide the names of managers not included in the list above

0/200

*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

**Step 12:** Upload the statement of affairs and click "**Review and confirm**".

Attach statement of affairs



Drag and drop files here or [browse files](#) to upload

Supported formats: PDF  
Maximum file size: 2MB per file

Embedded images and files will not be scanned for personal information. Consider masking any sensitive personal information before uploading, as it could be part of records accessible to the public.

*You may upload up to 1 file(s)*

[← Back](#) [Save draft](#) [Review and confirm →](#)

**Step 13:** Review all information carefully. Check the declaration box and click "**Submit**".

Type of winding up Members' voluntary winding up	Entity UEN 202500243Z	Entity name STARVIEW UNLIMITED
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**Declaration of solvency**

Date of meeting 10 Mar 2025	Directors present at meeting of directors <ul style="list-style-type: none"><li>Tommy Tan</li><li>Others</li></ul>	Names of other directors present at meeting Michael Koh	Director(s) who made the declaration <ul style="list-style-type: none"><li>Tommy Tan</li><li>Others</li></ul>
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Names of other directors who made the declaration  
Michael Koh

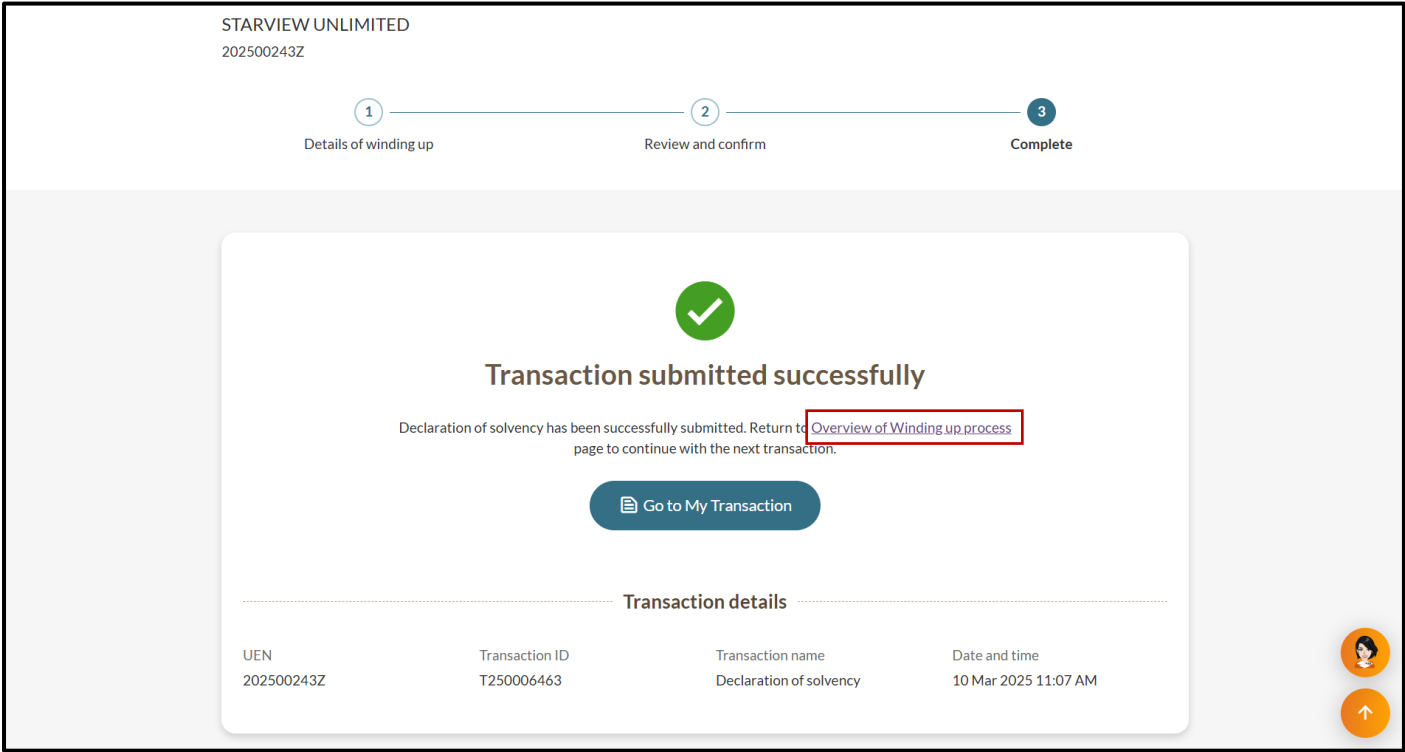
Attach statement of affairs  
[SoA.png](#)

☒ I, Tommy Tan, declare the following:

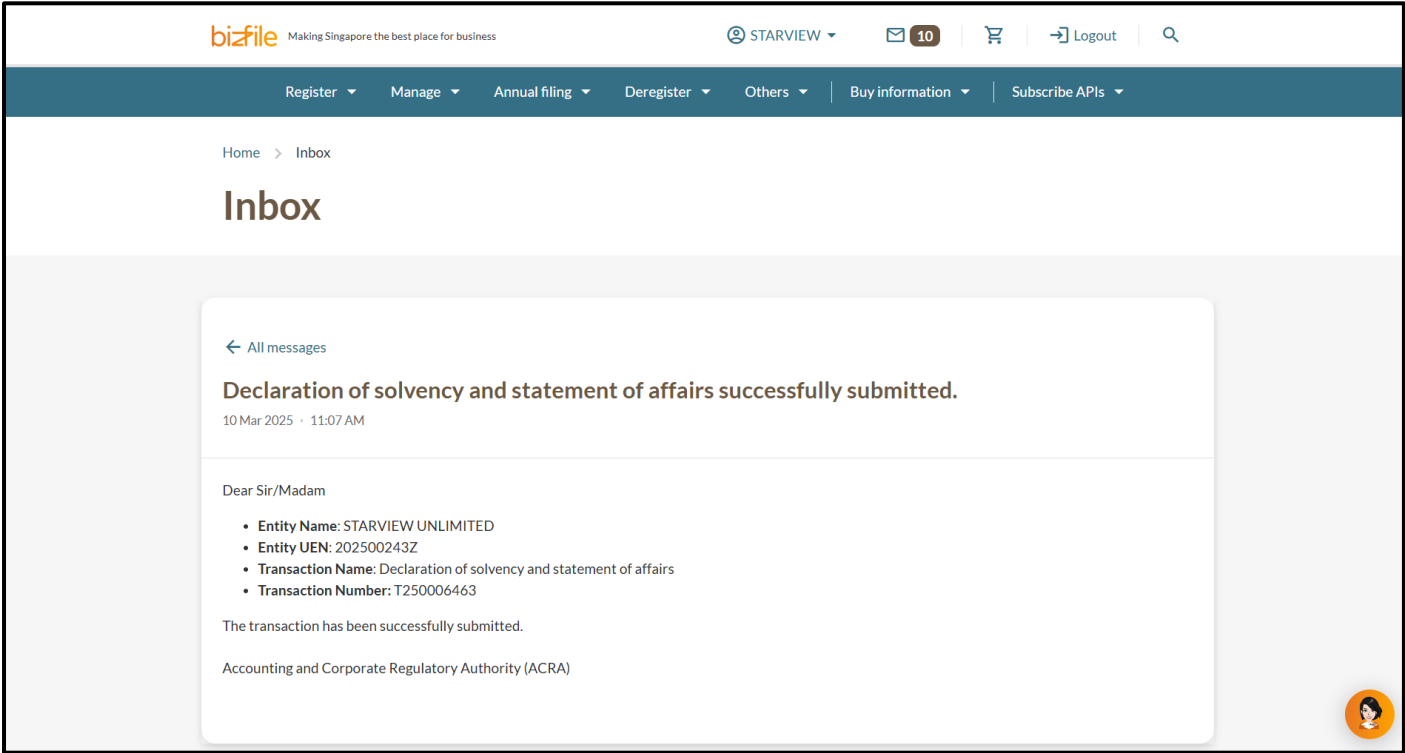
- The director(s)/manager(s) has/have made an enquiry into the affairs of the company/limited liability partnership.
- The director(s)/manager(s) has/have formed the opinion that the company/limited liability partnership will be able to pay its debt in full within a period of 12 months after the commencement of the winding up.
- The above information submitted is true and correct to the best of my knowledge and I am authorised to file this application/transaction.
- I am aware that I may be liable to prosecution if I submit any false or misleading information in this application/transaction.

[← Back](#) [Submit →](#)

**Step 14:** Upon successful submission, you will receive an acknowledgement message that the declaration of solvency has been filed.



**Step 15:** A notification confirming the successful submission will be sent to your Bizfile Inbox.



*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

## 2) File Notice of Resolution

**Step 1:** On the introduction page, click **“Start”**.

**3 Compulsory Winding Up (Winding Up by Order of Court)**

A local company or LLP may be subject to winding up by a Court Order in specific circumstances, particularly when the entity is unable to settle its debts. The following information is required:

- Notice of Winding-up Order and Particulars of Liquidator(s)
  - Grounds for compulsory winding up
  - Name of plaintiff
  - Solicitors of plaintiff
  - Winding up number
  - Winding up order made
  - Copy of notice of winding up
  - Copy of court order for winding up
  - Date of filing winding up order in court
  - List of information when appointing a provisional liquidator/liquidator

**Useful reminders**

- Submit the required documents and proceedings within the stipulated timelines to avoid any delays in the winding up process.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** A **“Overview of winding up process”** pop up will indicate that the declaration of solvency has been filed. Click **“Resume current process”** to proceed.

**Important:** Selecting **“Start new process”** will start a new winding up process and delete all previously saved information.

information is required:

- Notice of Winding-up Order and Particulars of Liquidator(s)
  - Grounds for compulsory winding up
  - Name of plaintiff

**Overview of Winding Up process**

**1 Declaration of solvency**

Submission status: **Submitted**  
Date of submission: 10 Mar 2025

**2 Notice of resolution**

Submission status: **Not submitted**

**3 Appointment of liquidator/provisional liquidator**

Submission status: **Not submitted**

**Cancel** **Start new process** **Resume current process**

**Step 3:** The webform will automatically display the declaration of solvency details from the first transaction.

1Details of winding up2Review and confirm3Complete

### File winding up of business entity

Enter the details for the current stage of the winding up procedure.

#### Type of winding up

Type of winding up	Entity UEN	Entity name
Members' voluntary winding up	202500243Z	STARVIEW UNLIMITED

#### Declaration of solvency

Date of meeting 10 Mar 2025	Directors present at meeting of directors <ul style="list-style-type: none"><li>Tommy Tan</li><li>Others</li></ul>	Names of other directors present at meeting Michael Koh	Director(s) who made the declaration <ul style="list-style-type: none"><li>Tommy Tan</li><li>Others</li></ul>
Names of other directors who made the declaration Michael Koh	Attach statement of affairs <a href="#">SoA.png</a>		

**Step 4:** Enter the date of resolution for voluntary winding up. This must be the current date or a past date; future dates are not permitted. Upload a copy of the resolution.

• Others

Names of other directors who made the declaration  
Michael Koh

• Others

Attach statement of affairs  
[SoA.png](#)

#### Notice of resolution

Date of resolution for voluntary winding up  
16 Aug 2025

Date of resolution for voluntary winding up cannot be a future date

Attach resolution

Drag and drop files here or [browse files](#) to upload  
Supported formats: JPG, JPEG, PNG, PDF, DOCX, XLSX, PPTX  
Maximum file size: 2MB per file  
Embedded images and files will not be scanned for personal information. Consider masking any sensitive personal information before uploading, as it could be part of records accessible to the public.  
You may upload up to 3 file(s)

**Step 5:** For local company with corporate shareholders, indicate whether you will be filing the minutes by representative of the holding company.

Attach resolution

You have reached the maximum upload limit of 3 file(s)  
Supported formats: JPG, JPEG, PNG, PDF, DOCX, XLSX, PPTX  
Maximum file size: 2MB per file

Embedded images and files will not be scanned for personal information. Consider masking any sensitive personal information before uploading, as it could be part of records accessible to the public.

You have reached the maximum upload limit of 3 file(s)

Notice of resolution.pdf  
Uploaded - 78.2 KB

meeting notes.png  
Uploaded - 3.1 KB

winding up.png  
Uploaded - 3.1 KB

File copy of minutes by representative of holding company?

☐ Yes ☒ No

**Step 6:** If you select “Yes”, specify the date the minutes were signed. Upload a copy of the minutes and click “Review and confirm” to proceed.

File copy of minutes by representative of holding company?

☒ Yes ☐ No

Date minutes were signed

20 Apr 2025

Date minutes were signed cannot be a future date

Attach copy of minutes

Drag and drop files here or [browse files](#) to upload  
Supported formats: JPG, JPEG, PNG, PDF, DOCX, XLSX, PPTX  
Maximum file size: 2MB per file

Embedded images and files will not be scanned for personal information. Consider masking any sensitive personal information before uploading, as it could be part of records accessible to the public.

You may upload up to 3 file(s)

[← Back](#) [Save draft](#) [Review and confirm →](#)

**Step 7:** Review all information carefully. Check the declaration box and click **"Submit"**.

The screenshot shows the 'Review and confirm' page. At the top, it says 'Please review the information below before submitting.' Below this is the 'Winding up details' section with a table:

Type of winding up	Entity UEN	Entity name
Members' voluntary winding up	202500243Z	STARVIEW UNLIMITED

Below this is the 'Notice of resolution' section with a table:

Date of resolution	Attachment of resolution
10 Mar 2025	<a href="#">Notice of resolution.pdf</a> <a href="#">winding.up.png</a> <a href="#">meeting.notes.png</a>

A red box highlights a declaration section with a checked checkbox and the text: 'I, Tommy Tan, declare the following:'

- 1 The above information submitted is true and correct to the best of my knowledge and I am authorised to file this application/transaction.
- 2 I am aware that I may be liable to prosecution if I submit any false or misleading information in this application/transaction.

At the bottom, there is a 'Back' button and a 'Submit' button, both highlighted with red boxes. On the right side, there are two circular icons: a user profile and an upward arrow.

**Step 8:** Upon successful submission, you will receive an acknowledgement message that the Notice of resolution has been successfully submitted.

The screenshot shows the 'Transaction submitted successfully' page. At the top, it displays 'STARVIEW UNLIMITED' and '202500243Z'. Below this is a progress bar with three steps: 1 Details of winding up, 2 Review and confirm, and 3 Complete. The 'Complete' step is highlighted.

In the center, there is a green checkmark icon and the text 'Transaction submitted successfully'. Below this, it says 'Notice of resolution has been successfully submitted. Return to [Overview of Winding up process](#) page to continue with the next transaction.' The link 'Overview of Winding up process' is highlighted with a red box.

Below the text is a button labeled 'Go to My Transaction'.

At the bottom, there is a 'Transaction details' section with a table:

UEN	Transaction ID	Transaction name	Date and time
202500243Z	T250006474	Notice of resolution	10 Mar 2025 11:36 AM

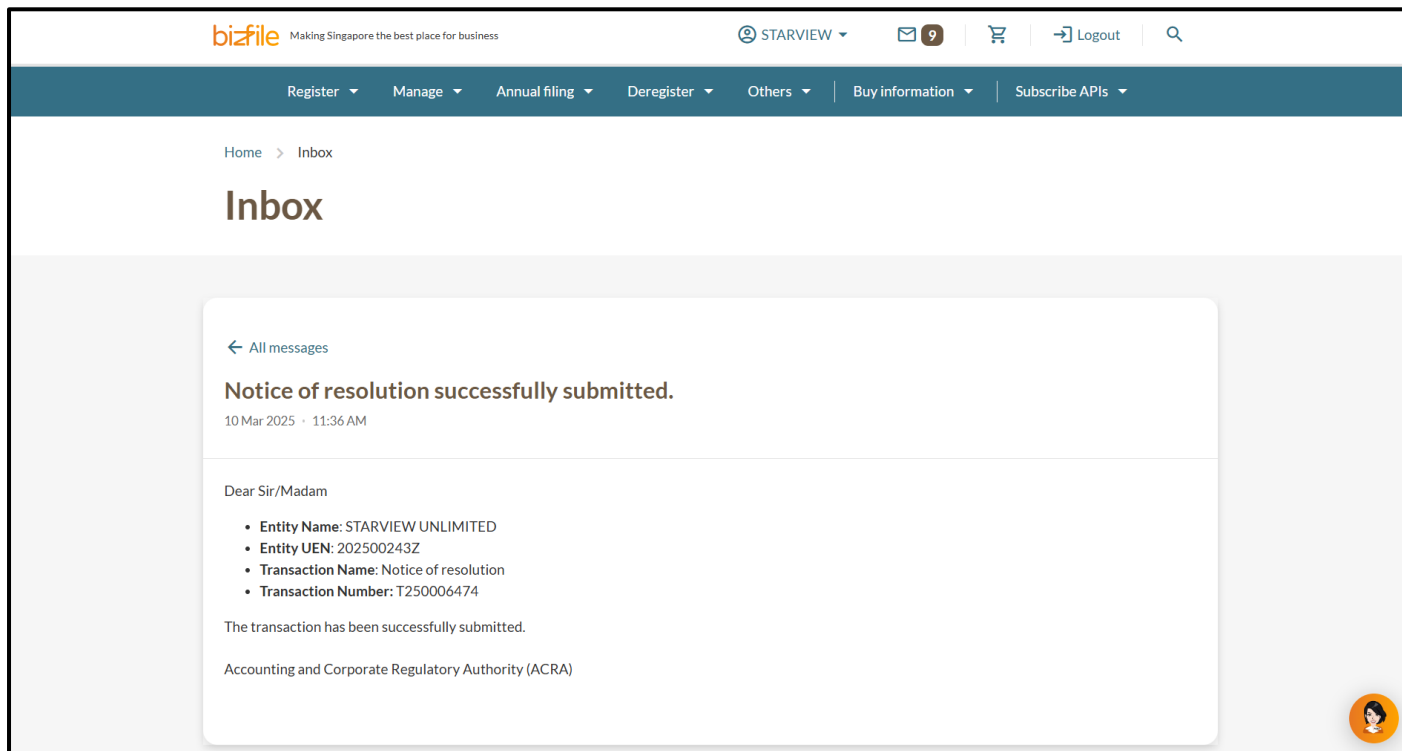
On the right side, there are two circular icons: a user profile and an upward arrow.

To continue with the next step, click **"Overview of winding up process"** on the acknowledgement page to return to the **"File winding up of business entity"** introduction page. You may also access the eService through the mega menu under "Deregister" and select **"File winding up of business entity"**.

If you need more time, you can return to the eService later as your submissions will be saved in the system.



**Step 9:** A notification confirming the successful submission will be sent to your Bizfile Inbox.



*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

### 3) Appointment of liquidator or provisional liquidator

**Step 1:** On the “File winding up of business entity” introduction page, click “Start”.

**3 Compulsory Winding Up (Winding Up by Order of Court)**

A local company or LLP may be subject to winding up by a Court Order in specific circumstances, particularly when the entity is unable to settle its debts. The following information is required:

- Notice of Winding-up Order and Particulars of Liquidator(s)
  - Grounds for compulsory winding up
  - Name of plaintiff
  - Solicitors of plaintiff
  - Winding up number
  - Winding up order made
  - Copy of notice of winding up
  - Copy of court order for winding up
  - Date of filing winding up order in court
  - List of information when appointing a provisional liquidator/liquidator

**Useful reminders**

- Submit the required documents and proceedings within the stipulated timelines to avoid any delays in the winding up process.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** The “Overview of winding up process” pop up will be updated to indicate that the Notice of resolution has been submitted. Click “Resume current process” to continue.

**Important:** Selecting “Start new process” will initiate a new winding up application and delete all previously submitted information.

**Overview of Winding Up process**

**1 Declaration of solvency**

Submission status: ● Submitted  
Date of submission: 10 Mar 2025

**2 Notice of resolution**

Submission status: ● Submitted  
Date of submission: 10 Mar 2025

**3 Appointment of liquidator/provisional liquidator**

Submission status: ● Not submitted

**Cancel** **Start new process** **Resume current process**

**Step 3:** The webform will automatically display the declaration of solvency and notice of resolution details submitted previously.

In the **"Appointment of liquidator/provisional liquidator"** section, specify the commencement date for voluntary winding up. This must be either the current date or a past date. Appoint at least one liquidator by clicking **"Add new liquidator"**.

The screenshot displays a webform with three main sections: 'Declaration of solvency', 'Notice of resolution', and 'Appointment of liquidator/provisional liquidator'. The 'Declaration of solvency' section includes fields for 'Date of meeting' (08 Mar 2025), 'Directors present at meeting of directors' (VERNIE PANG, MARY JONES), 'Director(s) who made the declaration' (VERNIE PANG, MARY JONES), and 'Attach statement of affairs' (Test.pdf). The 'Notice of resolution' section includes 'Date of resolution' (21 Mar 2025) and 'Attachment of resolution' (Test.pdf). The 'Appointment of liquidator/provisional liquidator' section includes a 'Date of commencement of voluntary winding up' field (DD MMM YYYY) and a red box highlighting the '+ Add new liquidator' button. At the bottom, there are 'Back', 'Save draft', and 'Review and confirm' buttons, along with user profile icons on the right.

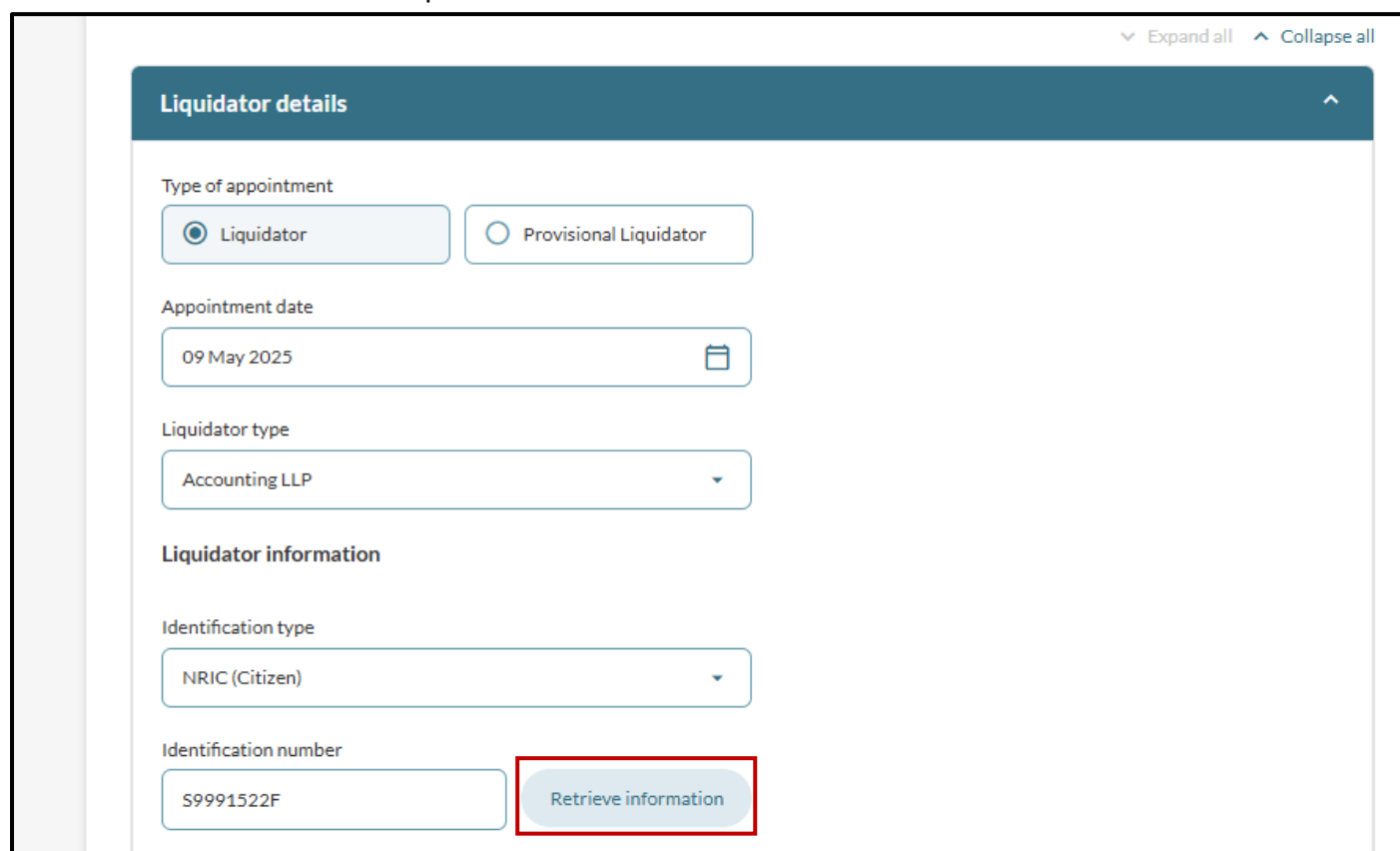
**Step 4:** Specify whether you are appointment a liquidator or provisional liquidator. Enter the appointment date and select the liquidator type from the dropdown list.

**Important:** The liquidator appointment date must be either the current date or a past date; future dates are not permitted.

The screenshot shows the 'Liquidator details' section of the webform. It includes a 'Type of appointment' section with radio buttons for 'Liquidator' and 'Provisional Liquidator'. Below this is an 'Appointment date' field (DD MMM YYYY) and a 'Liquidator type' dropdown menu. The dropdown menu is open, showing options: 'Accounting LLP', 'Individual', 'Local Company', and 'Official Receiver'. A 'Save' button is visible at the bottom right of the section. The 'Liquidator details' section is highlighted with a red box.

For Accounting LLP, local company or audit firm liquidators

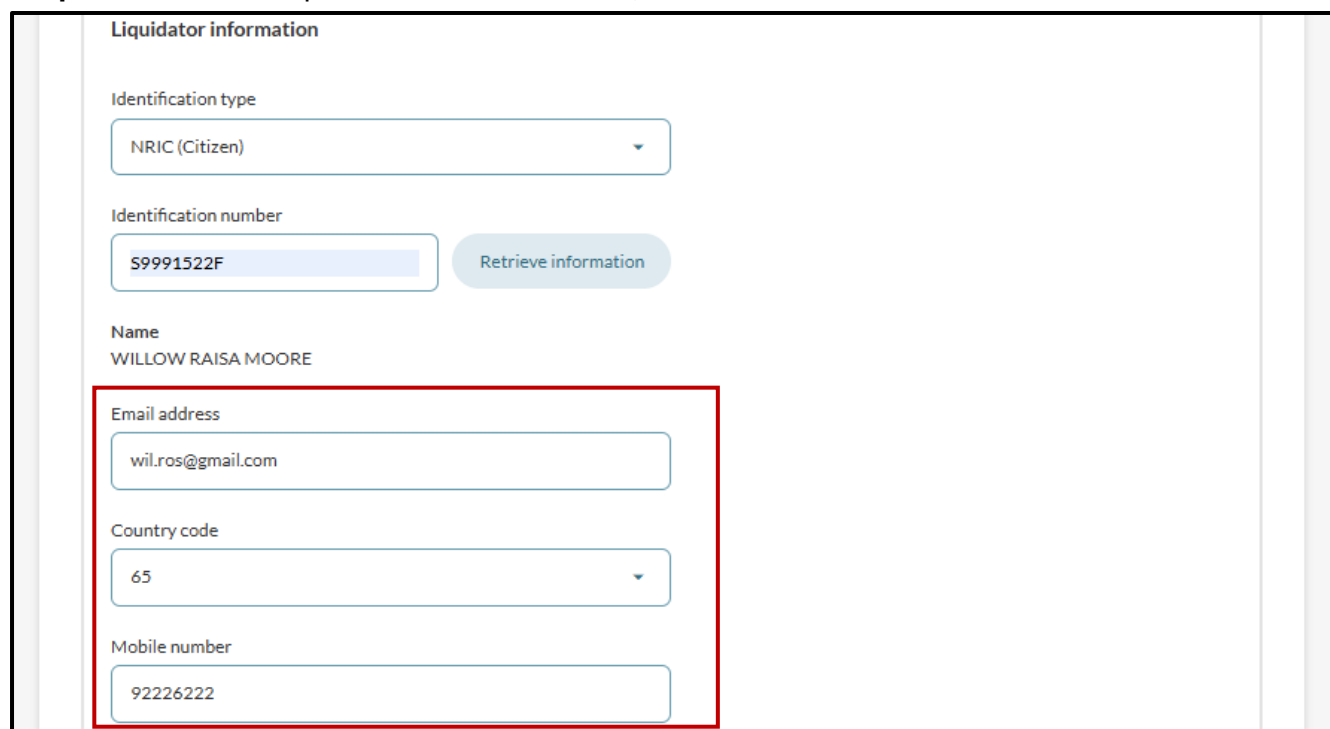
**Step 5:** Select the liquidator's identification type, enter the identification number, and click **"Retrieve information"** to retrieve the liquidator's name.



The screenshot shows a web form titled "Liquidator details" with a header bar containing "Expand all" and "Collapse all" links. The form contains the following fields and controls:

- Type of appointment:** Two radio buttons, "Liquidator" (selected) and "Provisional Liquidator".
- Appointment date:** A date input field showing "09 May 2025" with a calendar icon.
- Liquidator type:** A dropdown menu showing "Accounting LLP".
- Liquidator information:** A section header.
- Identification type:** A dropdown menu showing "NRIC (Citizen)".
- Identification number:** An input field containing "S9991522F".
- Retrieve information:** A button highlighted with a red rectangle.

**Step 6:** Provide the liquidator's email address, and mobile number.



The screenshot shows a web form titled "Liquidator information" with the following fields and controls:

- Identification type:** A dropdown menu showing "NRIC (Citizen)".
- Identification number:** An input field containing "S9991522F".
- Retrieve information:** A button.
- Name:** A text field showing "WILLOW RAISA MOORE".
- Email address:** An input field containing "wil.ros@gmail.com", highlighted with a red rectangle.
- Country code:** A dropdown menu showing "65".
- Mobile number:** An input field containing "92226222", highlighted with a red rectangle.

**Step 7:** Enter the liquidator’s Unique Entity Number (UEN) and click **“Search”** to retrieve the entity information. Click **“Save”** to proceed.

Entity Information

UEN

T25LL0031E

Search

UEN T25LL0031E

Entity name TECHSOLUTIONS PTE LTD

Entity address 536 WOODLANDS DRIVE 14,  
WOODLANDS VISTA, SINGAPORE  
730536

Delete

Save

For individual liquidators

**Step 8:** Select the liquidator’s identification type, enter the identification number, and click **“Retrieve information”** to retrieve their name.

Expand all Collapse all

Liquidator details

Type of appointment

☒ Liquidator ☐ Provisional Liquidator

Appointment date

16 May 2025

Liquidator type

Individual

Liquidator information

Identification type

NRIC (Citizen)

Identification number

S9991522F

Retrieve information

**Step 9:** Provide the liquidator’s address, email and mobile number. Indicate if the liquidator has a local or foreign address. For local addresses, enter the postal code and click **“Retrieve address”** to populate the address. Provide the level and unit details where applicable and click **“Save”**.

Liquidator information

Identification type  
NRIC (Citizen)

Identification number  
S9991522F  
Retrieve information

Name  
WILLOW RAISA MOORE

Address type  
☒ Local ☐ Foreign

Postal code  
S 680660  
Retrieve address  
660, CHOA CHU KANG CRESCENT

Level  
- Unit  
-  
☒ Address doesn't have level and unit

Email address

Country code  
Select country code

Mobile number

Delete

Save

## For appointment of Official Receiver

**Step 10:** When selecting the official receiver as liquidator, the system will automatically populate the Liquidator Information section with the Ministry of Law's official contact details.

The screenshot shows a form titled "Liquidator details". It has two radio buttons for "Type of appointment": "Liquidator" (selected) and "Provisional Liquidator". Below is an "Appointment date" field with the value "10 Mar 2025". A red box highlights the "Liquidator type" dropdown menu, which is set to "Official Receiver". Below this, another red box highlights the "Liquidator information" section, which contains the following details:

Name of liquidator	Ministry of Law
UEN	T08GA0018G
Entity name	Ministry of Law
Address	100 HIGH STREET #08-02 THE TREASURY SINGAPORE 179434

At the bottom of the form, there is a "Delete" button, a "Save" button, and a link that says "+ Add new liquidator/provisional liquidator".

**Step 11:** Click “Add new liquidator/provisional liquidator” to add additional liquidators. Once you have completed all liquidators appointment, click “Review and confirm” to proceed.

This screenshot shows the same form as the previous one, but with additional highlights. The "Appointment date" is "10 Mar 2025" and the "Liquidator type" is "Official Receiver". The "Liquidator information" section is the same. Below this section, there are "Cancel", "Delete", and "Save" buttons. A red box highlights the "Save" button. Below the buttons is a link that says "+ Add new liquidator/provisional liquidator", which is also highlighted with a red box. At the bottom of the form, there are three buttons: "Back", "Save draft", and "Review and confirm" (with a right arrow). The "Review and confirm" button is highlighted with a red box.

**Step 12:** Review all information carefully. Check the declaration box and click “**Proceed to payment**”.

## Review and confirm

Please review the information below before submitting.

### Winding up details

Type of winding up	Entity UEN	Entity name
Members' voluntary winding up	202400528H	STAR COOLSERVICES (SDN.)

### Appointment of liquidator/provisional liquidator

Date of commencement of voluntary winding up  
09 May 2025

#### 1. MINISTRY OF LAW

#### Appointment details

Type of appointment	Liquidator type	Appointment date
Liquidator	Official Receiver	16 May 2025

#### Liquidator information

Name of liquidator  
MINISTRY OF LAW

#### Entity information

UEN	Entity name	Address
T08GA0018G	MINISTRY OF LAW	100 HIGH STREET, #08-02 THE TREASURY, SINGAPORE 179434

☒ I, MIKAIL BIRKIC, declare the following:

- 1 The above information submitted is true and correct to the best of my knowledge and I am authorised to file this application/transaction.
- 2 I am aware that I may be liable to prosecution if I submit any false or misleading information in this application/transaction.

← Back

Proceed to payment →



**Step 13:** You will be directed to the payment summary page. Select the payment method and click **“Make payment”** to complete the transaction.

1

2

3

Details of winding up

Review and confirm

Payment

Select payment method

Complete your payment before 7:20PM to avoid timeouts.  
You will receive an acknowledge message and a receipt upon successful payment.

Select type

Saved card(s)

Other methods

Select saved payment method

VISA

\*\*\*\* 3220

06/28 · Visa

Default

+ Add card

Payment summary

ARN250310000076

1 x File appointment/cessation of  
provisional liquidator/liquidator -  
IPTO

\$20.00

Total (includes GST)

\$20.00

Make payment

← Back

**Step 14:** Upon successful submission, you will receive an acknowledgement message and a link to download the receipt.

✓

Payment successful

Upon successful payment, you will receive a confirmation email with  
instructions to review your purchase.

Download receipt

Go to My Transaction

Payment details

Receipt number

ACRA250310000065

ARN

ARN250310000076

Paid via

Debit/Credit Card

EP reference number

pi\_3R13vvJUwRqvcgtW15g4tnJb

Date and time

10 Mar 2025 06:51 PM

Amount paid

\$20.00

Transaction details

UEN

202500243Z

Transaction ID

T250006568

Transaction name

Appointment of  
liquidator/provisional liquidator

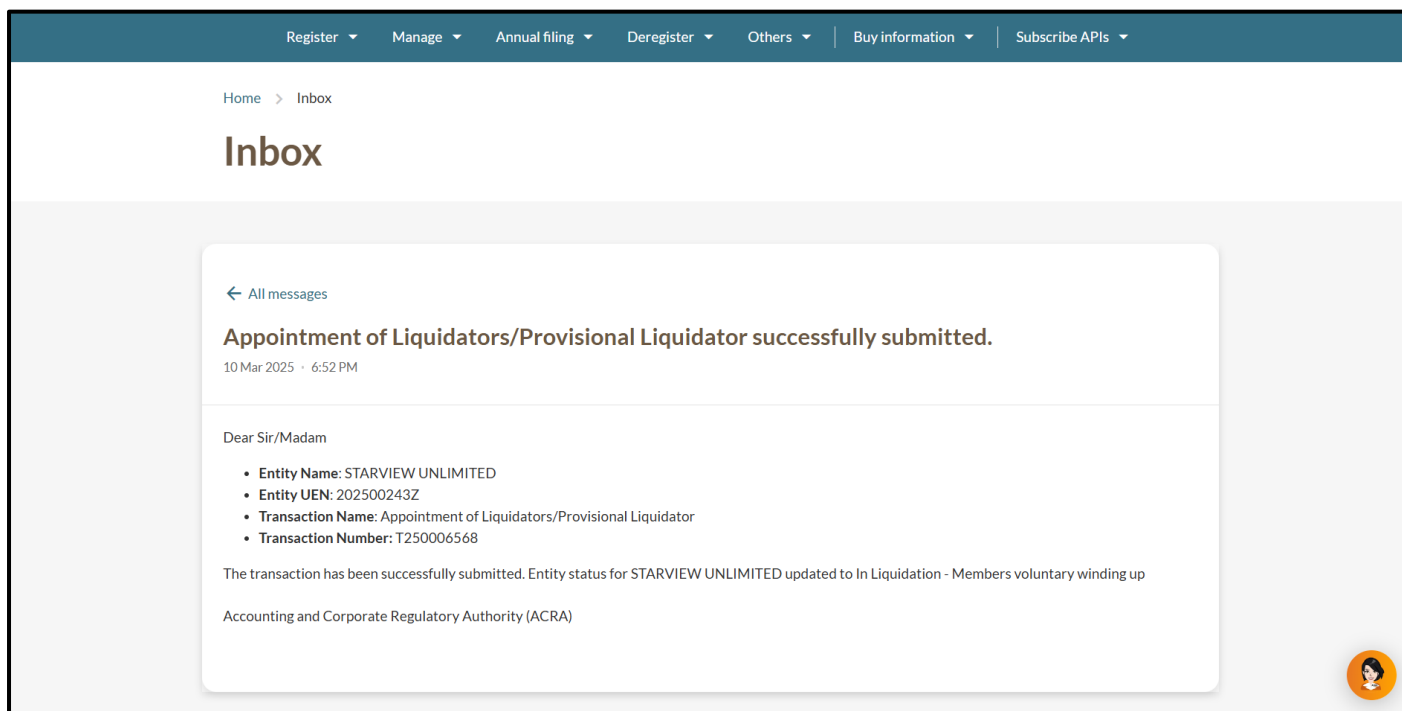
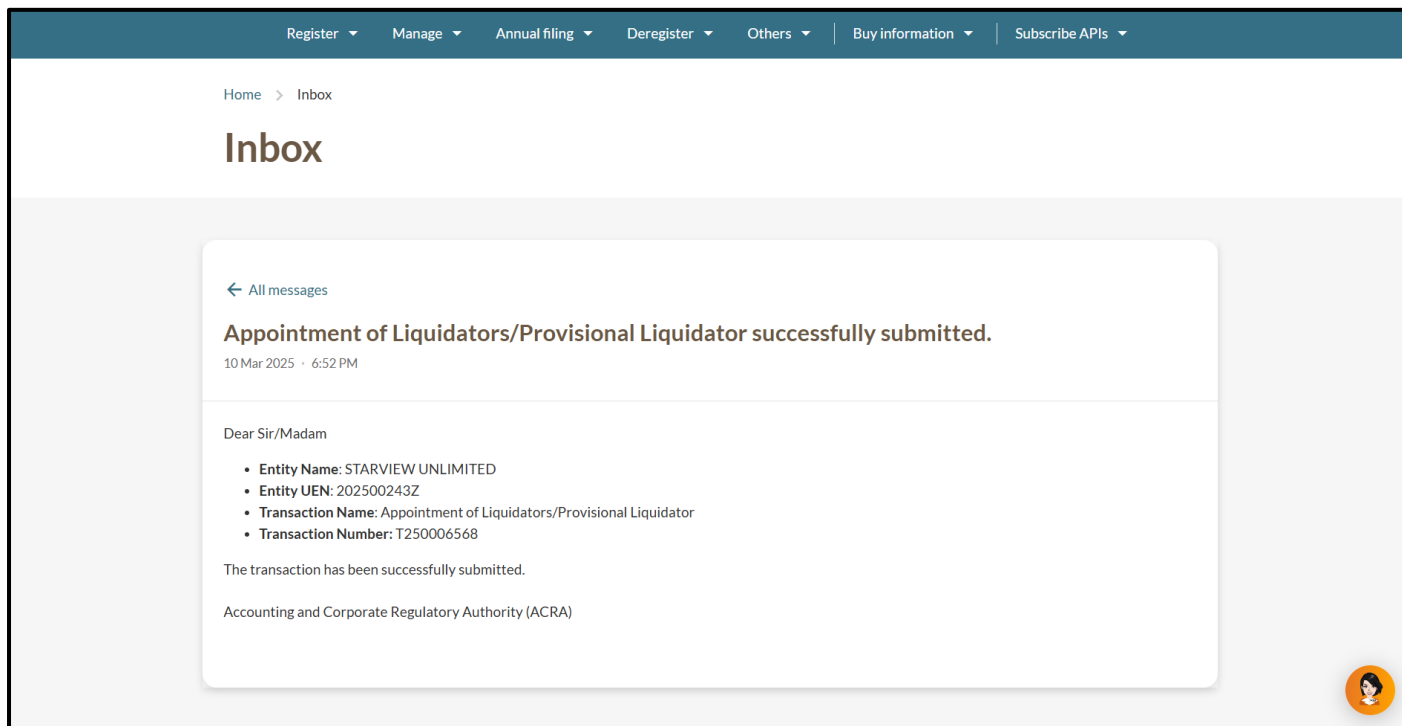
Date and time

10 Mar 2025 06:50 PM

25

*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

**Step 15:** Two notifications will be sent to your Bizfile inbox: a confirmation of the successful submission and an update that the entity status has been changed to “In-Liquidation - Members' / Partners' Voluntary Winding Up”.



*Updated as of 02 Jun 2025*