

## Navigating the new BizFile: Apply for Extension of Time

The “Apply for extension of time” eService enables entities to apply for additional time for fulfilling their statutory obligations or requirements.

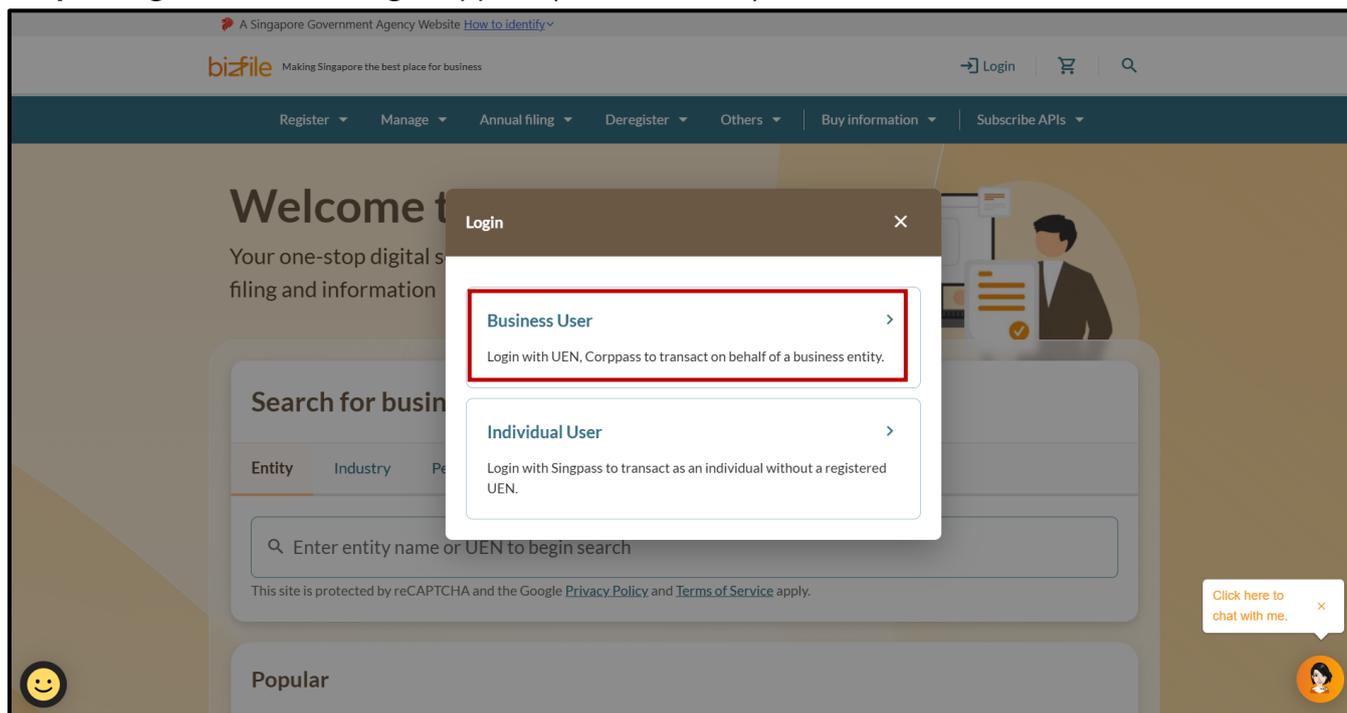
All applications for extension of time must be submitted before the original filing due date, as extension requests cannot be processed after the due date has lapsed.

### Extensions may be requested for the following statutory requirements:

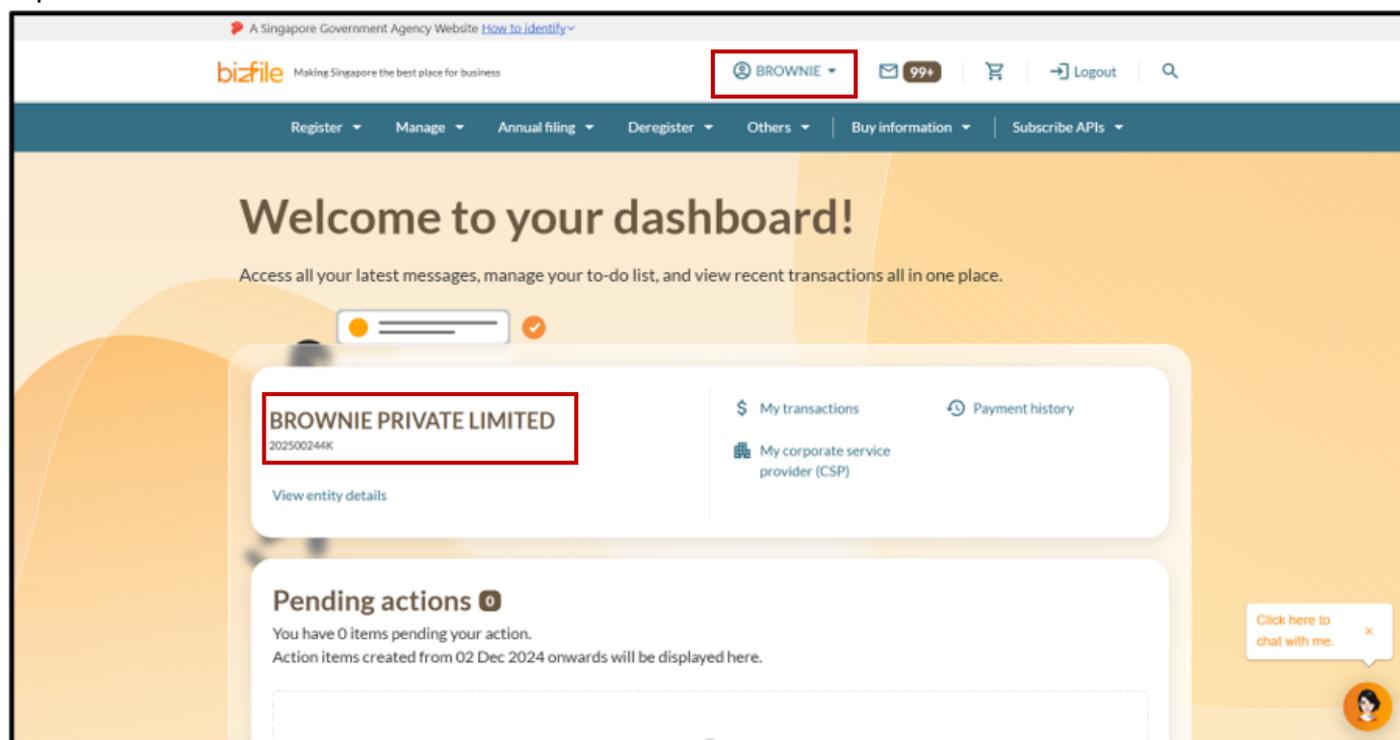
Type of Extension of time application	Purpose
<a href="#">Annual declaration of solvency or insolvency under LLPA S30(4)</a>	For limited liability partnerships (LLP) to request a 60-day extension for filing the annual declaration of solvency or insolvency.
<a href="#">Annual General Meeting under CA S175 / Annual Return under CA S197</a>	For local companies to request 60-day extension for holding the annual general meeting and/or for filing the annual return.
<a href="#">Financial statement under CA S373(10)</a>	For foreign companies to request 60-day extension for filing the financial statement.
<a href="#">Notice of court order for reduction of share capital under CA S78I</a>	For local companies to request 14-day extension for filing the notice of court order approving the reduction in share capital.
<a href="#">Registration of charge under CA S139</a>	For local companies or foreign companies to request 30-day extension for registering a charge with charge instrument executed outside Singapore.
<a href="#">Submission of de-registration document under CAS359(7)</a>	For foreign corporate entities that re-domicile to Singapore to seek 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.

## Step-by-step instructions to apply for extension of time

**Step 1:** Log in 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.



**Step 3:** From the mega menu, click the “**Manage**” tab and select “**Apply for extension of time**”.

The screenshot shows a web application interface with a top navigation bar containing the following items: Register, Manage (highlighted with a red box), Annual filing, Deregister, Others, Buy information, and Subscribe APIs. Below the navigation bar is a dark blue header with the word "Manage" and the subtitle "Access eServices to manage and update entity details and professional information".

The main content area is divided into a sidebar and a main panel. The sidebar lists various entity types, with "Local company" selected. The main panel is titled "Local company" and contains the following sections:

- Update information**
  - Update entity information
  - Appoint/Withdraw position holder
  - Update change of financial year end date
  - Update Register of Registrable Controller
  - File Notice of Error
  - File Alteration of Constitution
  - Update position holder information
  - Update shareholder information
  - Update list of members (for public company limited by guarantee)
  - File Notice of Resolution
  - File Order of Court
  - File Notice of Cessation/Resignation of position holder
- Update shares**
  - Update shares information
  - Update reduction of share capital
- Register or update charges**
  - Register new charge
  - File variation/satisfaction of charges
- Extension of time**
  - Apply for extension of time (highlighted with a red box)

**Step 4:** You will be directed to the “Apply for extension of time” transaction page.

[Home](#) > [Apply for extension of time](#)

# Apply for extension of time

## Introduction

This eService allows you to apply for an extension of time, providing additional time to fulfil statutory obligations or requirements.

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🕒 Time to complete	5 minutes - 10 minutes
📅 Approval time	Immediate or at least 14 working days
💰 Fees	<p>\$0 - Annual declaration of solvency or insolvency under LLPA S30(4)</p> <p>\$200.00 - Annual general meeting under CA S175</p> <p>\$200.00 - Annual return under CA S197</p> <p>\$200.00 - Financial statement of foreign company under CA S373(10)</p> <p>\$0 - Notice of court order for reduction of share capital under CA S781</p> <p>\$0 - Registration of charge under CA S139</p> <p>\$200.00 - Submission of de-registration document under CA S359(7)</p>

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## Before you start

You will need to prepare the following information:

### 1 Annual declaration of solvency or insolvency under LLPA S30(4)

- This application is for limited liability partnership (LLP) to request a 60-day extension for filing the annual declaration of solvency or insolvency.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be updated immediately once the first submission is successfully lodged. Subsequent application takes at least 14 working days to process.

### 2 Annual general meeting under CA S175 / Annual return under CA S197

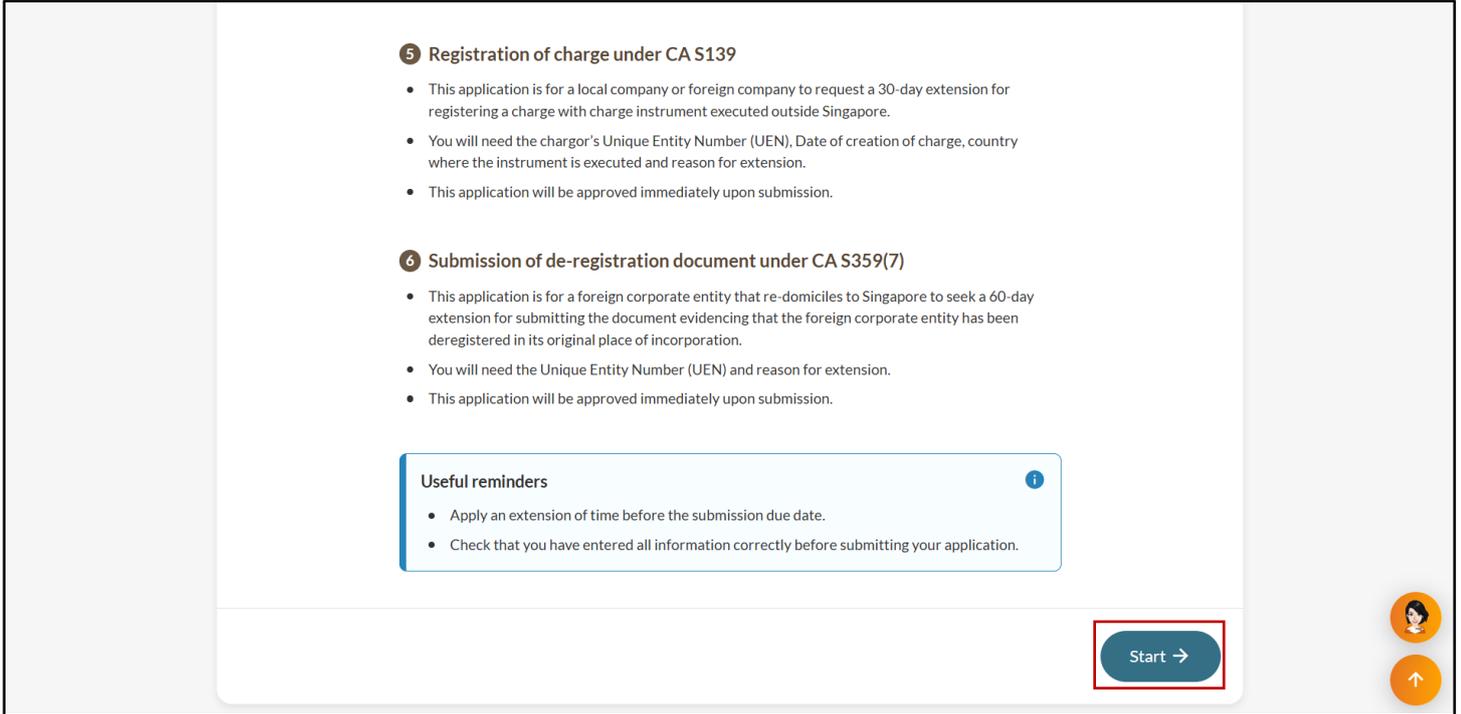
- This application is for a local company to request a 60-day extension for holding the annual general meeting and/or for filing the annual return.
- You will need the Unique Entity Number (UEN), financial year end date, reason for extension and supporting documents.
- For listed companies, this application takes at least 14 working days to process. For other types of companies, the application will be updated immediately once the first submission is successfully lodged. Subsequent application takes at least 14 working days to process.

### 3 Financial statement under CA S373(10)

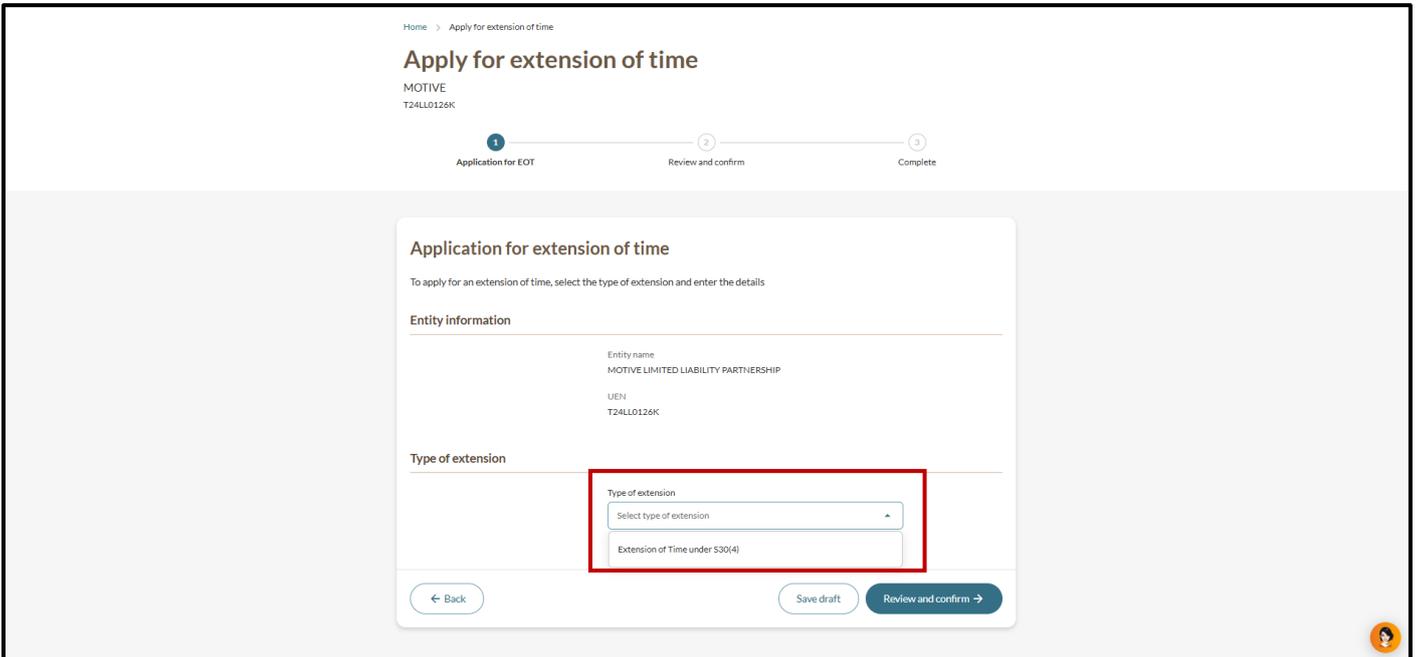
- This application is for a foreign company to request a 60-day extension for filing the financial statement.
- You will need the Unique Entity Number (UEN), financial year end date and reason for extension.
- This application will be approved immediately upon submission.

# 1) Applying for EOT for annual declaration of solvency or insolvency under LLPA S30(4)

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

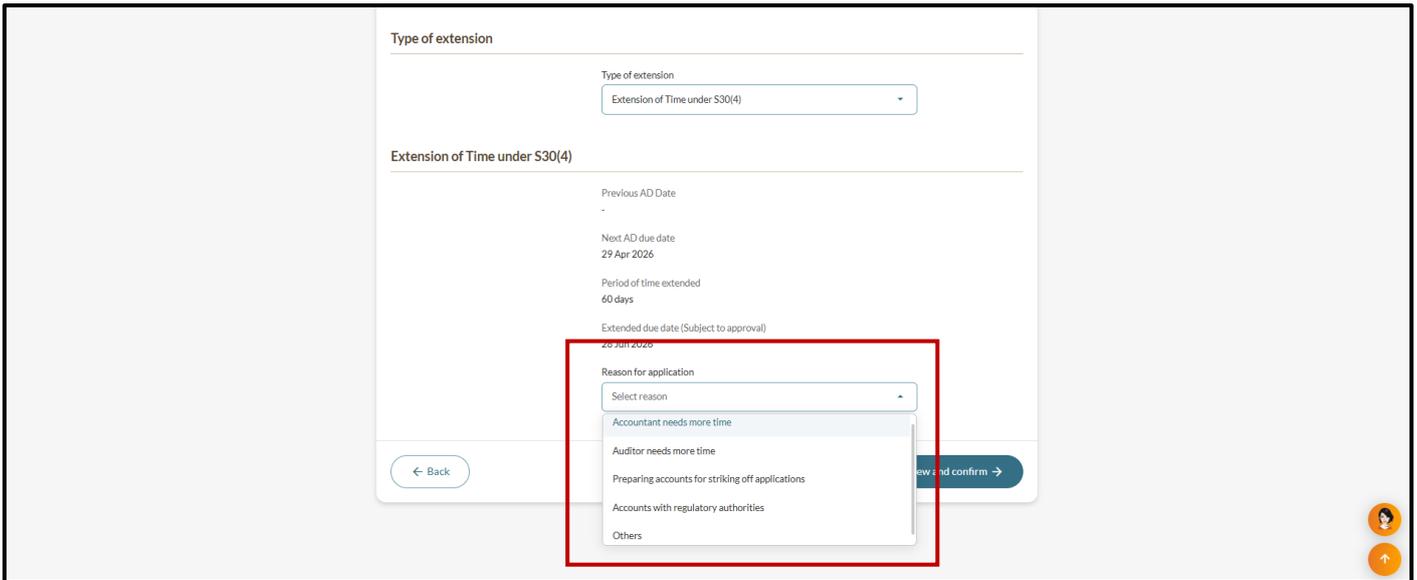


**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the extension type from the dropdown list.



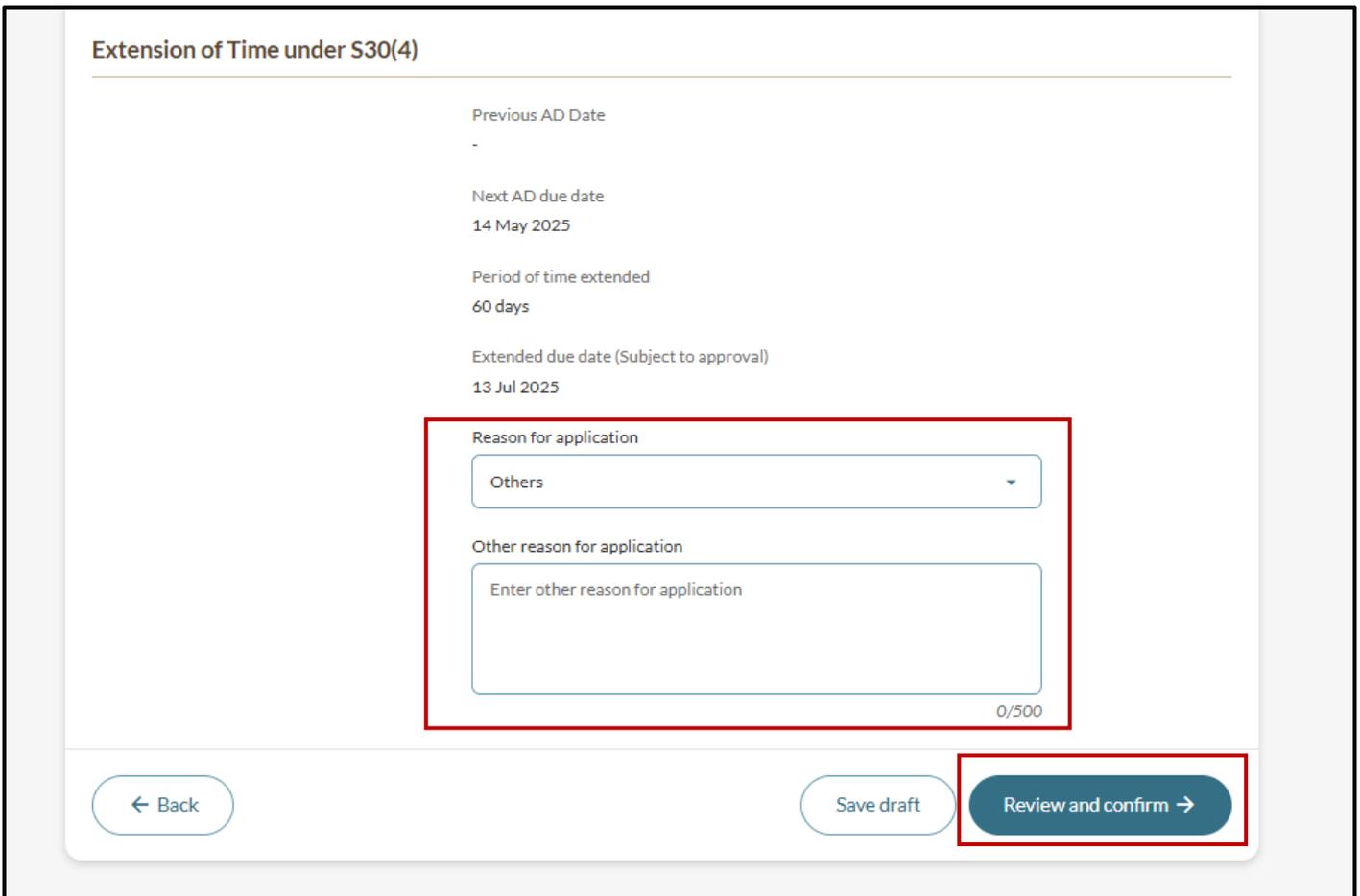
*Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.*

**Step 3:** Select the reason for applying for EOT from the dropdown list and click **“Review and confirm”**.



The screenshot shows a form titled "Type of extension" with a dropdown menu set to "Extension of Time under S30(4)". Below this, the form displays "Extension of Time under S30(4)" with the following details: Previous AD Date: -, Next AD due date: 29 Apr 2026, Period of time extended: 60 days, and Extended due date (Subject to approval): 26 Jun 2026. A dropdown menu for "Reason for application" is open, showing options: "Select reason", "Accountant needs more time", "Auditor needs more time", "Preparing accounts for striking off applications", "Accounts with regulatory authorities", and "Others". The "Review and confirm" button is highlighted with a red box.

**Step 4:** If none of the options match your situation, select **“Others”** and provide the reason in the text field. Click **“Review and confirm”**.



The screenshot shows the "Extension of Time under S30(4)" form with the following details: Previous AD Date: -, Next AD due date: 14 May 2025, Period of time extended: 60 days, and Extended due date (Subject to approval): 13 Jul 2025. The "Reason for application" dropdown is set to "Others". Below it is a text field for "Other reason for application" with the placeholder text "Enter other reason for application" and a character count of 0/500. The "Review and confirm" button is highlighted with a red box.

**Step 5:** Review all entered information carefully. Tick the declaration box to confirm the accuracy of the information and click **"Submit"**.

The screenshot shows the 'Review and confirm' step of the application process. At the top, a progress bar indicates three steps: 1. Application for EOT, 2. Review and confirm (current step), and 3. Complete. The main content area is titled 'Review and confirm' and includes a sub-header 'Entity information' with fields for UEN (T24LL0126K) and Entity name (MOTIVE LIMITED LIABILITY PARTNERSHIP). Below this is the 'Extension of Time under S30(4)' section, which contains a table with the following data:

Previous AD date	Next AD due date	Period of time extended	Extended due date (Subject to approval)
-	29 Apr 2026	60 days	28 Jun 2026

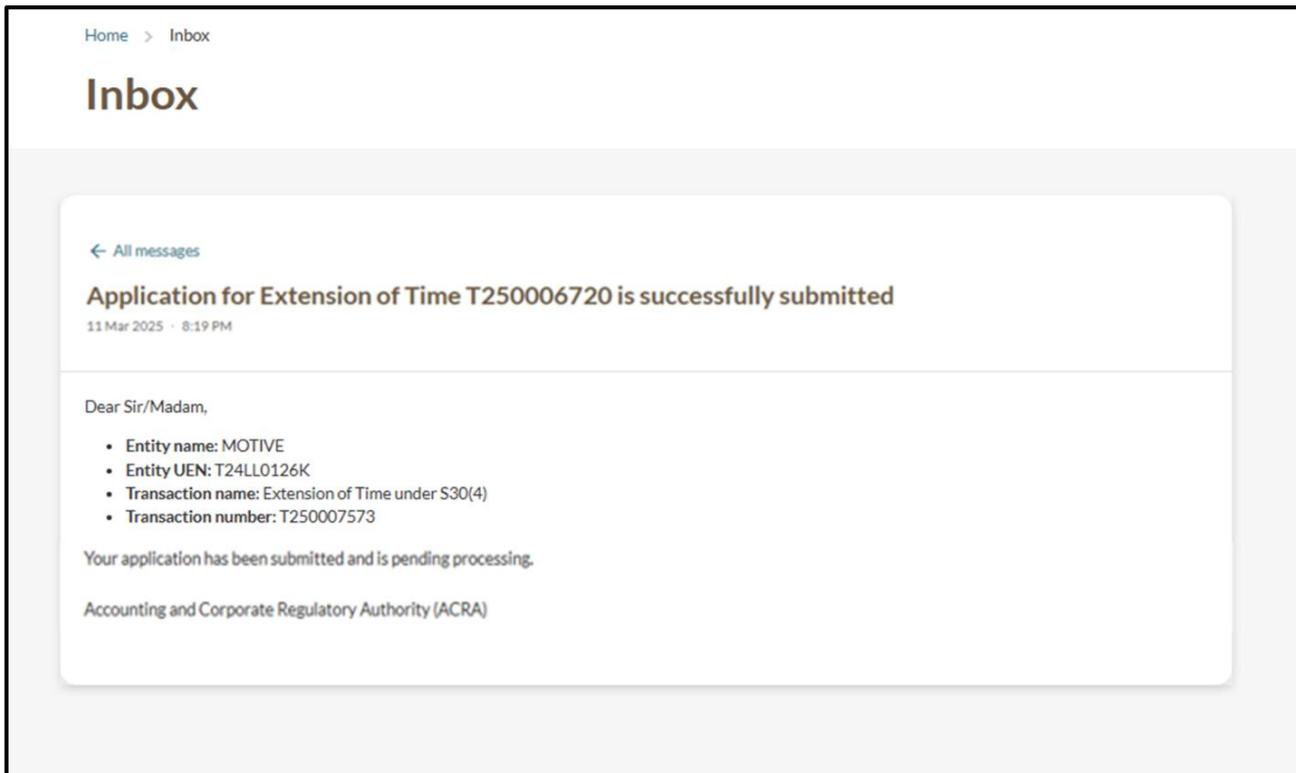
Below the table, the 'Reason for application' is listed as 'Auditor needs more time'. A red box highlights a declaration section with a checked checkbox and the text: 'I, NICOLE LIM, declare that:'. Below this are two numbered points: '1 The above information submitted is true and correct to the best of my knowledge and I am authorised to file this application/transaction.' and '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 are three buttons: '< Back', 'Save draft', and 'Submit >', with the 'Submit >' button highlighted by a red box.

**Step 6:** You will see a confirmation message upon successful submission of the transaction.

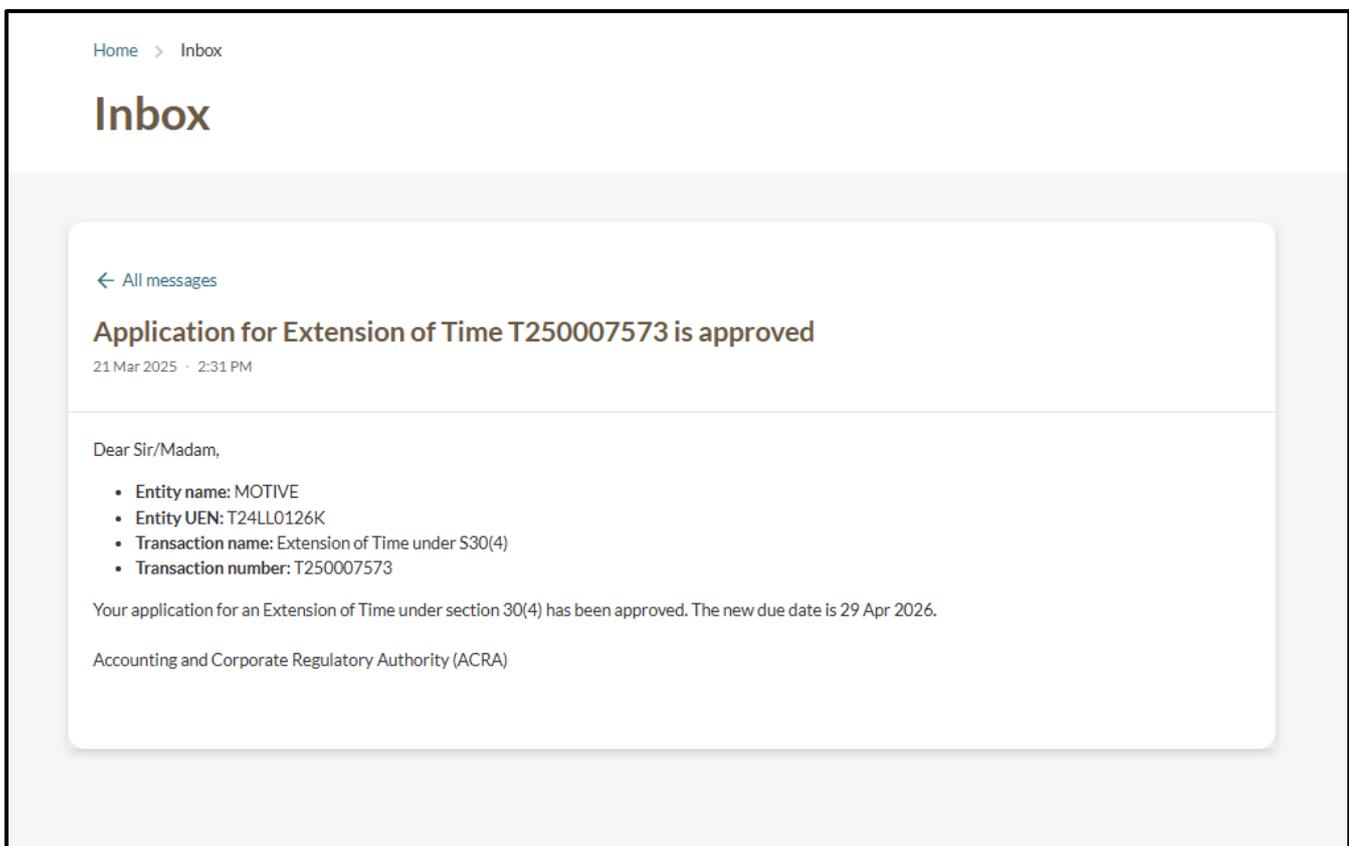
The screenshot shows the confirmation message after successful submission. At the top, the breadcrumb 'Home > Apply for extension of time' is visible. The main heading is 'Apply for extension of time' followed by the entity name 'BYTESPHERE' and UEN 'T24LL0202B'. A progress bar at the bottom indicates three steps: 1. Application for EOT, 2. Review and confirm, and 3. Complete (current step). The main content area features a large green checkmark icon and the text 'The transaction has been submitted successfully'. Below this, a sub-header reads 'To track your transaction status or view more details by clicking button below'. At the bottom, there is a blue button labeled 'Go to My Transaction'.

*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:** A notification confirming the successful submission of the EOT application will be sent to your Bizfile Inbox



Once your extension application is approved, you will receive a second notification in your Bizfile Inbox.



## 2) Applying EOT for Annual general meeting under CA S175 / Annual return under CA S197

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

**5 Registration of charge under CA S139**

- This application is for a local company or foreign company to request a 30-day extension for registering a charge with charge instrument executed outside Singapore.
- You will need the chargor's Unique Entity Number (UEN), Date of creation of charge, country where the instrument is executed and reason for extension.
- This application will be approved immediately upon submission.

**6 Submission of de-registration document under CA S359(7)**

- This application is for a foreign corporate entity that re-domiciles to Singapore to seek a 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be approved immediately upon submission.

**Useful reminders**

- Apply an extension of time before the submission due date.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the relevant extension type from the dropdown list.

Home > Apply for extension of time

### Apply for extension of time

PARDAL INC  
202400310Z

1 Application for EOT      2 Review and confirm      3 Complete

#### Application for extension of time

To apply for an extension of time, select the type of extension and enter the details

**Entity information**

Entity name  
PARDAL INC

UEN  
202400310Z

**Type of extension**

Extension of Time for AGM(S175) / AR(S197) ✓

Extension of Time under S78I

Extension of Time for Registration of Charge S139

Extension of Time under S359(7) to submit document evidencing

*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 3:** Indicate whether the entity is listed or unlisted on SGX. Select the extension type to specify if you are applying for EOT for filing annual return, holding annual general meeting, or both.

Extension of Time for AGM(S175) / AR(S197)

Is entity listed or unlisted on SGX

Listed  Unlisted

Financial year end date  
31 Dec 2024

Type of extension

EOT for holding AGM (S175) ▲

EOT for filing of AR (S197)

EOT for holding AGM (S175) ✓

EOT for both filing AR and holding AGM

Period of time extended for holding of AGM (S175)  
60 days

New AGM (S175) due date after extension granted (Subject to approval)  
29 Aug 2025

**Step 4:** Confirm if the financial year end date shown is correct and select the reason for requesting the extension.

**Important:** If you need to change the financial year end date, use the "**Update change of financial year end date**" eService under the "**Manage**" tab before proceeding with this application.

Is the financial year end date correct?

Yes  No

Reasons for application

Select the reason for application ▲

Accountant needs more time

Auditor needs more time

Preparing accounts for striking off applications

Accounts with regulatory authorities

**Step 5:** Upload the supporting documents in PDF format. Tick the declaration box to acknowledge that the extension of time will become invalid if the entity later applies for a change in financial year end date. Click **“Review and confirm”** to proceed.

**Important:** When uploading the supporting documents, ensure the file name includes only alphanumeric characters (letters A-Z, a-z and numbers 0-9). Do not include spaces, special characters (such as ., @, #, \$, %, &, \*), or foreign language characters in the filename.

Attach supporting document with reason(s) for application

You have reached the maximum upload limit of 1 file(s)  
Supported formats: PDF  
Maximum file size: 5MB 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 1 file(s)

PDF.pdf  
Uploaded - 29 KB

If the company subsequently applied for a change in FYE, the EOT will become invalid

← Back      Save draft      Review and confirm →

**Step 6:** On the **Review and confirm** page, carefully verify all entered information. Tick the checkbox to complete the declaration, then click **“Proceed to payment”**.

## Review and confirm

Please review the information below before submitting this webform.

### Entity information

UEN	Entity name
202400310Z	PARDAL INC

### Extension of Time for AGM(S175) / AR(S197)

Is entity listed or unlisted on SGX Listed	Financial year end date 31 Dec 2024	Type of extension EOT for holding AGM (S175)	Is the financial year end date correct? Yes
Reasons for application Auditor needs more time	AGM (S175) due date before extension granted 30 Jun 2025	Period of time extended for holding of AGM (S175) 60 days	New AGM (S175) due date after extension granted (Subject to approval) 29 Aug 2025

Attach supporting document with reason(s) for application  
[Supporting Doc.pdf](#)

I, NICOLE LIM, declare that:

- 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 Save draft Proceed to Payment →

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

Home > Apply for extension of time

# Apply for extension of time

PARDAL INC  
202400310Z

1 Application for EOT      2 Review and confirm      3 **Payment**

## Select payment method

Complete your payment before 7:05PM to avoid timeouts.  
You will receive an acknowledge message and a receipt upon successful payment.

Select type

Saved card(s)       Other methods

Select payment method

PayPal

Debit/Credit Card/Apple Pay/Google Pay

## Payment summary

ARN250407000064

1 x Apply for extension of time for annual general meeting S175      \$200.00

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Total (includes GST)      **\$200.00**

**Make payment**

← Back

**Step 8:** Upon successful submission, you will receive an acknowledgement message and a link to download the receipt.

## Apply for extension of time

PARDAL INC  
202400310Z

- 1 Application for EOT
- 2 Review and confirm
- 3 **Payment**



### Payment successful

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

[Download receipt](#) [Go to My Transaction](#)

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#### Payment details

Receipt number	ARN	Paid via	EP reference number
ACRA250407000059	ARN250407000064	Debit/Credit Card	pi_3RBD4KJUwRqvcgtW14WJVcOE
Date and time	Amount paid		
07 Apr 2025 06:38 PM	\$200.00		

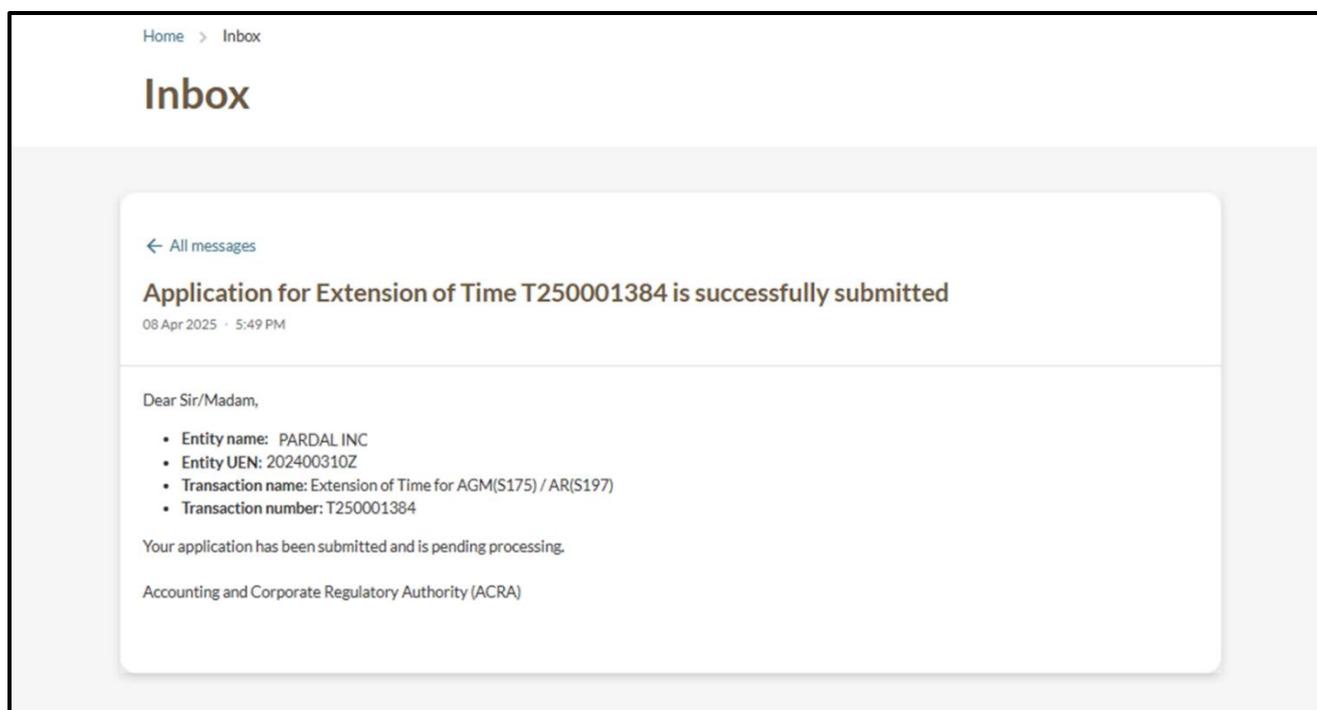
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#### Transaction details

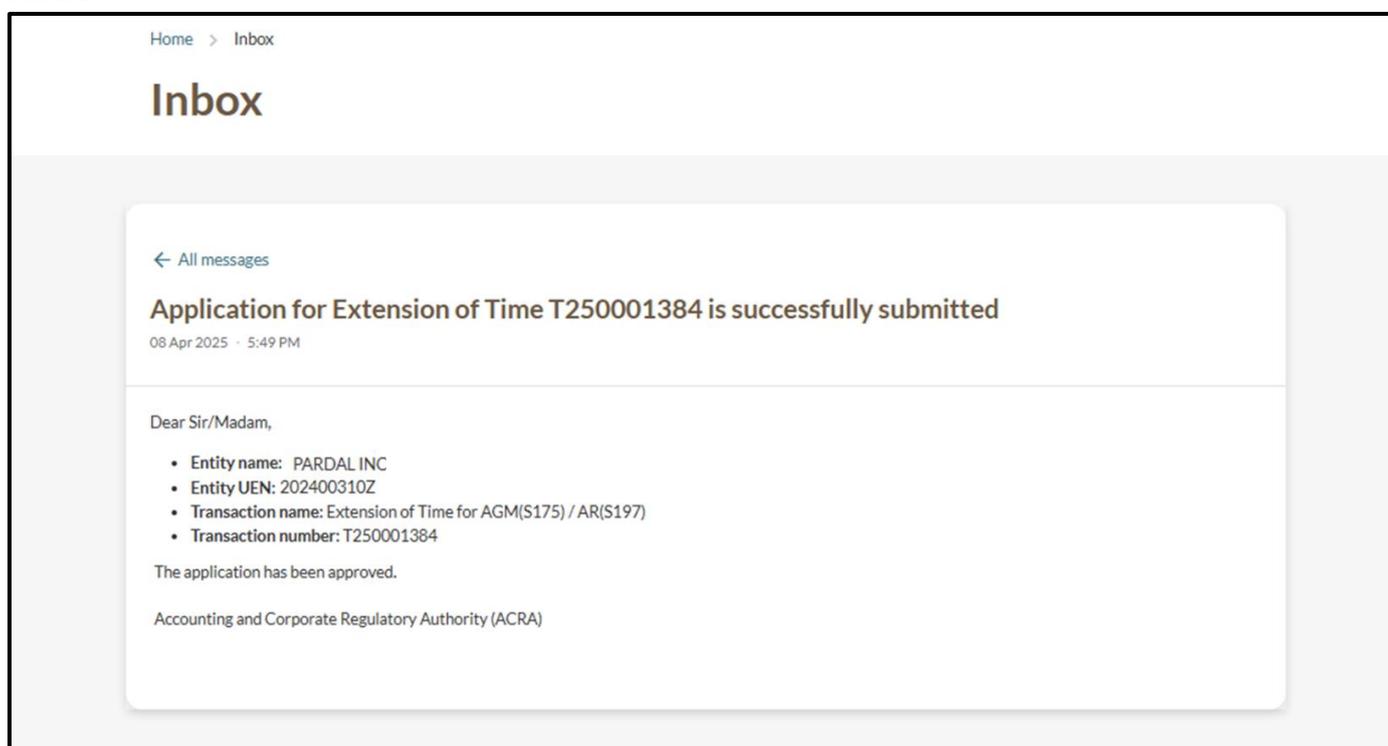
UEN	Transaction ID	Transaction name	Date and time
202400310Z	T250008780	Apply for extension of time	07 Apr 2025 06:35 PM

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

**Important:** For non-listed company applying for EOT for the first time, the application will be approved immediately upon successful submission. All subsequent applications will require a processing period of at least 14 working days.



Once your extension application is approved, you will receive a second notification in your Bizfile Inbox.



### 3) Applying EOT for filing financial statement for foreign company branch under CA S373(10)

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

**5 Registration of charge under CA S139**

- This application is for a local company or foreign company to request a 30-day extension for registering a charge with charge instrument executed outside Singapore.
- You will need the chargor's Unique Entity Number (UEN), Date of creation of charge, country where the instrument is executed and reason for extension.
- This application will be approved immediately upon submission.

**6 Submission of de-registration document under CA S359(7)**

- This application is for a foreign corporate entity that re-domiciles to Singapore to seek a 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be approved immediately upon submission.

**Useful reminders**

- Apply an extension of time before the submission due date.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the relevant extension type from the dropdown list.

Home > Apply for extension of time

## Apply for extension of time

PEARL CONNECTIONS  
T25FC0013B

1 Application for EOT      2 Review and confirm      3 Complete

### Application for extension of time

To apply for an extension of time, select the type of extension and enter the details

**Entity information**

Entity name  
PEARL CONNECTIONS

UEN  
T25FC0013B

**Type of extension**

Type of extension  
Extension of Time for Filing of Financial Statement of Foreign Co...

**Step 3:** Enter the financial year end date and indicate whether the foreign company is required to table its financial statements and hold an AGM in its country of incorporation. Provide the reason for requesting the extension and click **“Review and confirm”**.

**Important:** A foreign company branch can only apply for extension of time to file its financial statement, if it is not required to table financial statements at an AGM in its country of incorporation.

If the company is required to table its financial statements and hold AGM in its country of incorporation, the foreign company branch may apply for extension of time using the “General Lodgement” eService under the “Others” tab. Navigate to the “General Lodgement” introduction page, select “Others” followed by “Other general lodgement” from the dropdown list.

Extension of Time for Filing of Financial Statement of Foreign Company S373(10)

Financial year end date  
01 Mar 2025

Is the foreign company required to table its financial statements and hold an AGM in its country of incorporation?  
 Yes  No

Original/Current due date  
01 Oct 2025

Period of time extended  
60 days

Extended due date (Subject to approval)  
30 Nov 2025

Reason for extension  
Enter reason for extension  
0/500

← Back Save draft Review and confirm →

**Step 4:** Carefully reviewed all entered information. Tick the checkbox to complete the declaration, then click **“Proceed to payment”**.

### Review and confirm

Please review the information below before submitting this webform.

#### Entity information

UEN T25FC0013B	Entity name PEARL CONNECTIONS
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#### Extension of Time for Filing of Financial Statement of Foreign Company S373(10)

Financial year end date 01 Mar 2025	Is the foreign company required to table its financial statements and hold an AGM in its country of incorporation? test	Original/Current due date 01 Oct 2025	Period of time extended 60 days
Extended due date (Subject to approval) 30 Nov 2025	Reason for extension test		

I, Vernie Pang, declare that:

- 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](#) [Save draft](#) [Proceed to Payment →](#)

**Step 5:** You will be directed to the payment summary page. Select the payment method and click **“Make payment”** to complete the transaction.

Home > Apply for extension of time

## Apply for extension of time

PEARL CONNECTIONS  
T25FC0013B

1 Application for EOT      2 Review and confirm      3 Payment

### Select payment method

Complete your payment before 7:00PM 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  
08/28 · Visa  
Default

+ Add card

### Payment summary

ARN250321000052

1 x Apply for extension of time for financial statements of foreign company -S373(10)    \$200.00

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Total (includes GST)    \$200.00

[Make payment](#)

[← Back](#)

**Step 6:** Upon successful payment, you will receive an acknowledgement message and 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](#)

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### Payment details

Receipt number ACRA250321000049	ARN ARN250321000052	Paid via Debit/Credit Card	EP reference number pi_3R52rrJUwRqvcgtW1GJkagz7
Date and time 21 Mar 2025 06:32 PM	Amount paid \$200.00		

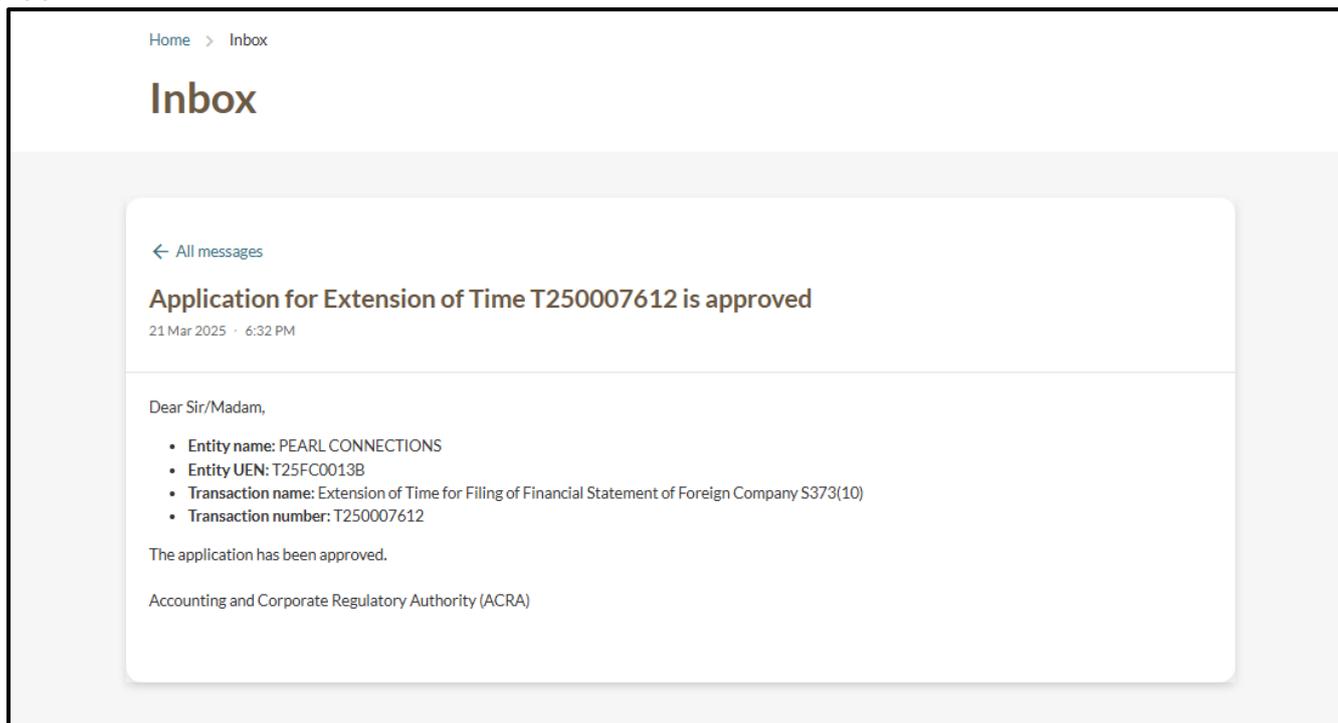
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### Transaction details

UEN T25FC0013B	Transaction ID T250007612	Transaction name Apply for extension of time	Date and time 21 Mar 2025 06:30 PM
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*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:** A notification will be sent to your Bizfile Inbox to confirm that the application has been approved.



## 4) Applying EOT for filing Notice of court order for reduction of share capital under CA S78I

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

**5 Registration of charge under CA S139**

- This application is for a local company or foreign company to request a 30-day extension for registering a charge with charge instrument executed outside Singapore.
- You will need the chargor's Unique Entity Number (UEN), Date of creation of charge, country where the instrument is executed and reason for extension.
- This application will be approved immediately upon submission.

**6 Submission of de-registration document under CA S359(7)**

- This application is for a foreign corporate entity that re-domiciles to Singapore to seek a 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be approved immediately upon submission.

**Useful reminders**

- Apply an extension of time before the submission due date.
- Check that you have entered all information correctly before submitting your application.

**Start** →

**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the relevant extension type from the dropdown list.

**Application for extension of time**

To apply for an extension of time, select the type of extension and enter the details

**Entity Information**

Entity Name  
ROPEWAY 2

UEN  
202500088R

**Type of extension**

Type of extension

Select type of extension

- Extension of Time under S78I
- Extension of Time for AGM(S175) / AR(S197)
- Extension of Time for Registration of Charge S139
- Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its place of incorporation

← Back

Review and confirm →

**Step 3:** Enter the court reference number and date of order of court.

**Important:** The court reference number must match exactly with the one previously submitted in the “Notice of court order for approval of reduction of share capital by special resolution under Section 78G” filing in Bizfile.

Type of extension

Type of extension

Extension of Time under S781

Court reference number

E897826

Please use the same Court Reference Number when you apply for Notice of Court Order for Approval of Reduction of Share Capital by Special Resolution under Section 78G

Date of order of court

25 Mar 2025

Notice containing reduction information

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

Supported formats: PDF  
Maximum file size: 5MB 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)

**Step 4:** Upload the Notice of Court Order in PDF format.

Notice containing reduction information

You have reached the maximum upload limit of 1 file(s)

Supported formats: PDF  
Maximum file size: 5MB 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 1 file(s)

Notice containing reduction information.pdf

Uploaded - 29 KB

**Step 5:** State the reason for requesting the extension. The extended period and extended due date will be automatically calculated and displayed. Click **“Review and confirm”** to proceed.

The screenshot shows a form titled "Reason for application" with a text input field containing "Enter reason for application" and a character count of "0/300". Below this, the "Original/Current due date" is listed as "22 Jun 2025". A red box highlights the "Period of time extended" as "14 days" and the "Extended due date (Subject to approval)" as "06 Jul 2025". At the bottom, there are three buttons: "Back", "Save draft", and "Review and confirm" (highlighted with a red box).

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

The screenshot shows a summary page titled "Extension of Time under S78I". It contains a table of details:

Court reference number E897826	Date of order of court 01 Mar 2025	Notice containing reduction information <a href="#">Notice containing reduction information.pdf</a>	Reason for application to request a 14-day extension for filing the notice of court order approving the reduction in share capital.
Original/Current Due Date 29 May 2025	Period of time extended 14 days	Extended Due Date (Subject to approval) 12 Jun 2025	

Below the table, a red box highlights a declaration section:

I, VERNIE PANG, declare that:

- 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 are three buttons: "Back", "Save draft", and "Submit" (highlighted with a red box).

**Step 7:** You will see a confirmation message upon successful submission of the transaction.

The screenshot shows a web interface for applying for an extension of time. At the top, there is a breadcrumb trail: Home > Apply for extension of time. The main heading is 'Apply for extension of time'. Below the heading, the entity name 'BYTESPHERE' and transaction ID 'T24LL0202B' are displayed. A progress bar with three steps is shown: 1. Application for EOT, 2. Review and confirm, and 3. Complete. The third step is highlighted with a green circle. Below the progress bar, a large green checkmark icon is centered. Underneath the checkmark, the text reads 'The transaction has been submitted successfully'. Below this, a smaller line of text says 'To track your transaction status or view more details by clicking button below'. At the bottom, there is a blue button with a document icon and the text 'Go to My Transaction'.

**Step 8:** A notification confirming the approval of your extension application will be sent to your Bizfile Inbox.

The screenshot shows an email notification in a Bizfile Inbox. The breadcrumb trail at the top is Home > Inbox. The main heading is 'Inbox'. Below the heading, there is a link to 'All messages'. The email subject is 'Application for Extension of Time T250006689 is approved'. The email is dated '11 Mar 2025 · 6:07 PM'. The body of the email starts with 'Dear Sir/Madam,' followed by a bulleted list of details: Entity name: ROPEWAY 2, Entity UEN: 202500088R, Transaction name: Extension of Time under S78I, and Transaction number: T250006689. Below the list, it states 'The application has been approved.' and is signed off by 'Accounting and Corporate Regulatory Authority (ACRA)'.

## 5) Applying EOT for registration of charge under CA S139

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

**5) Registration of charge under CA S139**

- This application is for a local company or foreign company to request a 30-day extension for registering a charge with charge instrument executed outside Singapore.
- You will need the chargor's Unique Entity Number (UEN), Date of creation of charge, country where the instrument is executed and reason for extension.
- This application will be approved immediately upon submission.

**6) Submission of de-registration document under CA S359(7)**

- This application is for a foreign corporate entity that re-domiciles to Singapore to seek a 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be approved immediately upon submission.

**Useful reminders**

- Apply an extension of time before the submission due date.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the relevant extension type from the dropdown list.

**Application for extension of time**

To apply for an extension of time, select the type of extension and enter the details

**Entity information**

Entity name  
BP LC UEN 5 TEST PTE. LTD.

UEN  
202500074Z

**Type of extension**

Type of extension

- Extension of Time for Registration of Charge S139
- Extension of Time under S781
- Extension of Time for AGM(S175) / AR(S197)
- Extension of Time for Registration of Charge S139 ✓
- Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its

**Extension of Time for Registration of Charge S139**

Charge instrument executed

**Step 3:** Enter the date when the charge was created, specify the country where the document was made or executed, and provide the reason for requesting the extension.

**Important:** This EOT application is only for registering a charge with charge instrument executed **outside Singapore**. For charge executed in Singapore, the company has to apply for a Court Order under section 137 of the Companies Act to extend the time for registering the charge.

The screenshot shows a web form titled "Type of extension". Under this heading, there is a dropdown menu with the selected option "Extension of Time for Registration of Charge S139". Below this, the form is divided into a section titled "Extension of Time for Registration of Charge S139". This section contains several input fields: a date field labeled "Date of creation of charge" with a calendar icon and the placeholder "DD MMM YYYY"; a text field labeled "Charge instrument executed" with the value "Outside Singapore"; a dropdown menu labeled "Country where document made/executed" with the placeholder "Select country"; and a large text area labeled "Reason for extension" with the placeholder "Enter reason for extension" and a character count "0/500". A red rectangular box highlights the date, country, and reason for extension fields.

**Step 4:** The extended period and extended due date will be automatically calculated and displayed. Click **“Review and confirm”** to proceed.

**Extension of Time for Registration of Charge S139**

Date of creation of charge  
01 Mar 2025

Charge instrument executed  
Outside Singapore

Country where document made/executed  
Algeria

Reason for extension  
Instrument

10/500

Original/Current due date  
06 Apr 2025

Period of time extended  
30 days

Extended due date (Subject to approval)  
06 May 2025

← Back      Save draft      **Review and confirm →**

**Step 5:** Review all entered information carefully. Tick the declaration box to confirm the accuracy of the information and click **“Submit”**.

**Entity information**

UEN: 202500088R      Entity Name: ROPEWAY 2 PTE LTD

**Extension of Time for Registration of Charge S139**

**Details**

Date of creation of charge	Charge instrument executed	Country where document made/executed	Reason for extension
01 Mar 2025	Outside Singapore	Algeria	Instrument

Original/Current Due Date	Period of time extended	Extended Due Date (Subject to approval)
06 Apr 2025	30 days	06 May 2025

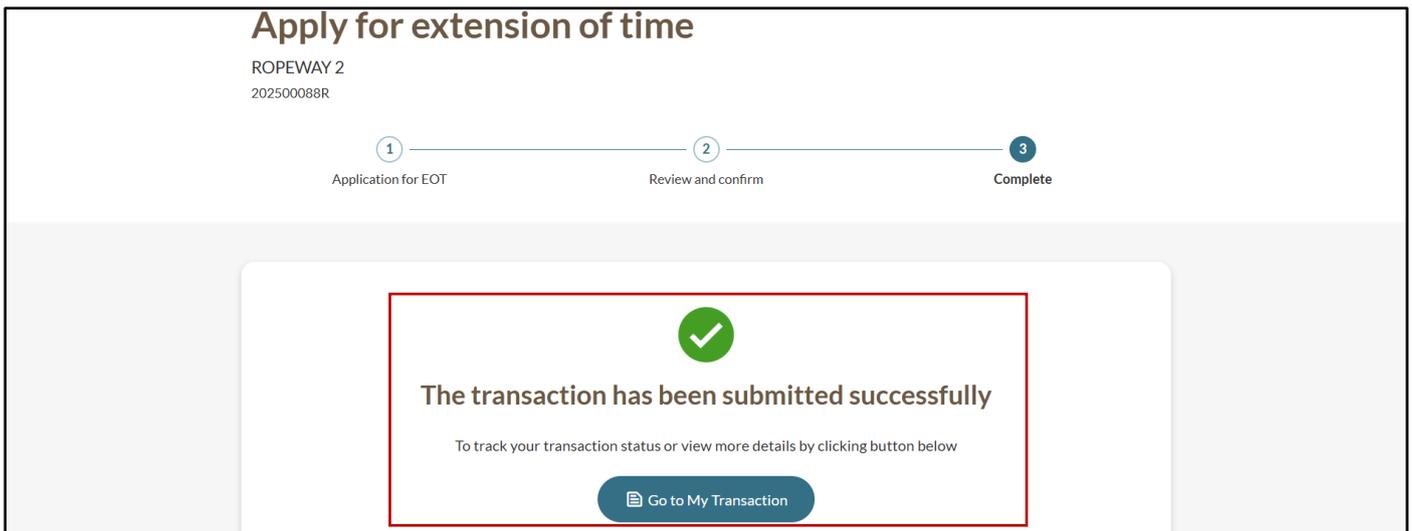
I, VERNIE PANG, declare that:

- 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.

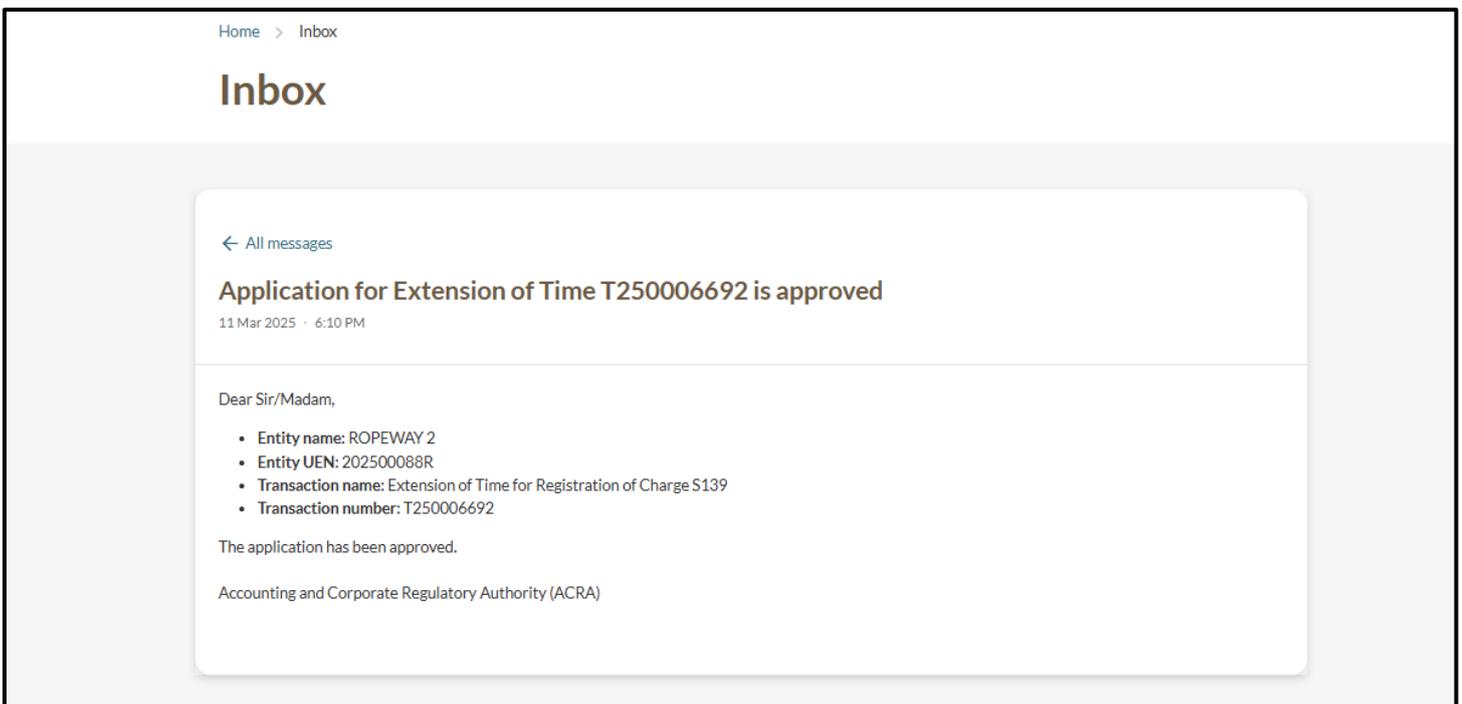
← Back      Save draft      **Submit →**

*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 6:** You will see a confirmation message upon successful submission of the transaction.



**Step 7:** A notification confirming the approval of your extension application will be sent to your Bizfile Inbox



## 6) Applying for EOT for submission of de-registration document

**Step 1:** On the “Apply for extension of time” introduction page, click “Start”.

**5 Registration of charge under CA S139**

- This application is for a local company or foreign company to request a 30-day extension for registering a charge with charge instrument executed outside Singapore.
- You will need the chargor's Unique Entity Number (UEN), Date of creation of charge, country where the instrument is executed and reason for extension.
- This application will be approved immediately upon submission.

**6 Submission of de-registration document under CA S359(7)**

- This application is for a foreign corporate entity that re-domiciles to Singapore to seek a 60-day extension for submitting the document evidencing that the foreign corporate entity has been deregistered in its original place of incorporation.
- You will need the Unique Entity Number (UEN) and reason for extension.
- This application will be approved immediately upon submission.

**Useful reminders**

- Apply an extension of time before the submission due date.
- Check that you have entered all information correctly before submitting your application.

**Start →**

**Step 2:** Verify the business entity details to ensure you are applying for extension of time for the correct entity. Select the relevant extension type from the dropdown list.

# Apply for extension of time

SPRINGLEAF CONSULTING  
202500270E

1 Application for EOT      2 Review and confirm      3 Complete

## Application for extension of time

To apply for an extension of time, select the type of extension and enter the details

### Entity information

Entity name  
SPRINGLEAF CONSULTING PTE. LTD.

UEN  
202500270E

### Type of extension

Type of extension

- Extension of Time under S359(7) to submit document evidencing ...
- Extension of Time under S78I
- Extension of Time for AGM(S175) / AR(S197)
- Extension of Time for Registration of Charge S139
- Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its place of incorporation ✓

Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its place of incorporation

**Step 3:** Provide the reason for requesting the extension and click **“Review and confirm”**.

Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its place of incorporation

Date of notice of transfer of registration  
12 Mar 2025

Reason for extension  
De-Registration  
15/500

Original/Current due date  
11 May 2025

Period of time extended  
60 days

Extended due date (Subject to approval)  
10 Jul 2025

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

**Step 4:** Carefully reviewed all entered information. Tick the checkbox to complete the declaration, then click **“Proceed to payment”**.

**Review and confirm**

Please review the information below before submitting this webform.

**Entity information**

UEN  
202500270E

Entity name  
SPRINGLEAF CONSULTING PTE.  
LTD.

**Extension of Time under S359(7) to submit document evidencing that the foreign corporate entity has been de-registered in its place of incorporation**

Date of notice of transfer of registration 12 Mar 2025	Reason for extension De-Registration	Original/Current due date 11 May 2025	Period of time extended 60 days
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Extended due date (Subject to approval)  
10 Jul 2025

I, Willow Raisa Moore, declare that:

- 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](#) [Save draft](#) [Proceed to Payment →](#)

**Step 5:** You will be directed to the payment summary page. Select the payment method and click **“Make payment”** to complete the transaction.

Home > Apply for extension of time

## Apply for extension of time

SPRINGLEAF CONSULTING  
202500270E

1 Application for EOT      2 Review and confirm      3 **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 payment method

PayPal

Debit/Credit Card/Apple Pay/Google Pay

### Payment summary

ARN250407000067

1 x Apply for extension of time to submit document for de-registered in its place of incorporation S359(7)      \$200.00

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Total (includes GST)      \$200.00

**Make payment**

← Back

**Step 6:** Upon successful payment, you will receive an acknowledgement message and a link to download the receipt.

# Apply for extension of time

SPRINGLEAF CONSULTING  
202500270E

- 1 Application for EOT
- 2 Review and confirm
- 3 **Payment**



## Payment successful

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

[Download receipt](#)[Go to My Transaction](#)

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### Payment details

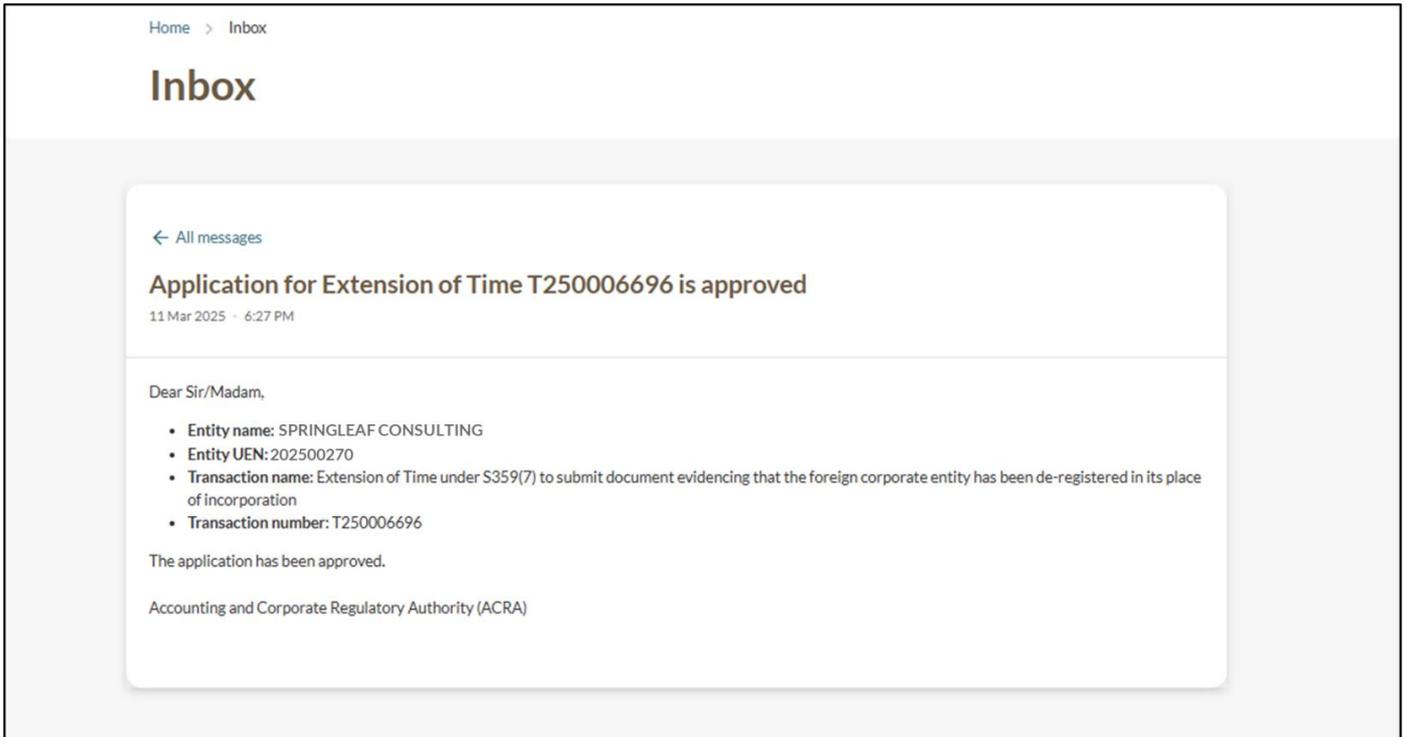
Receipt number	ARN	Paid via	EP reference number
ACRA250407000061	ARN250407000067	Debit/Credit Card	pi_3RBDHAJUwRqvcgtW1xh7X1E6
Date and time	Amount paid		
07 Apr 2025 06:51 PM	\$200.00		

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### Transaction details

UEN	Transaction ID	Transaction name	Date and time
202500270E	T250008783	Apply for extension of time	07 Apr 2025 06:50 PM

**Step 7:** A notification confirming the successful submission and approval of the EOT application will be sent to your Bizfile Inbox.



*Updated as of 14 Apr 2025*