

Step by Step Guide for Making Electronic Payment (E-Payment)

- A. Steps applicable to payment using all e-payment options
- B. Steps applicable to payment using VISA or Mastercard
- C. Steps applicable to payment using PayPal and AMEX
- D. Steps applicable to payment using Google Pay
- E. Steps applicable to payment using Apple Pay





A. Steps applicable to payment using all e-payment options

Steps	Descriptions
A1.	<p>Go to www.bizfile.gov.sg</p> <p>Click on “Login” on the top right hand corner of the page.</p> <p>You will be directed to insert your CorpPass or SingPass credentials.</p> <div data-bbox="323 583 1386 1486">  <p>The screenshot shows the BizFile+ website interface. At the top right, there is a 'Login' button highlighted with a red box and the text 'Please click here'. Below this, the 'Login Selection' screen is shown, which has two options: 'Login to CorpPass here.' and 'Login via SingPass here.'. The CorpPass option is highlighted with a red box and the text 'Please insert your CorpPass or SingPass credentials'. The SingPass option is also visible. A note at the bottom states: 'Note: From Q3 2018, CorpPass will be the only login method for UEN entities to access BizFile+.'</p> </div>

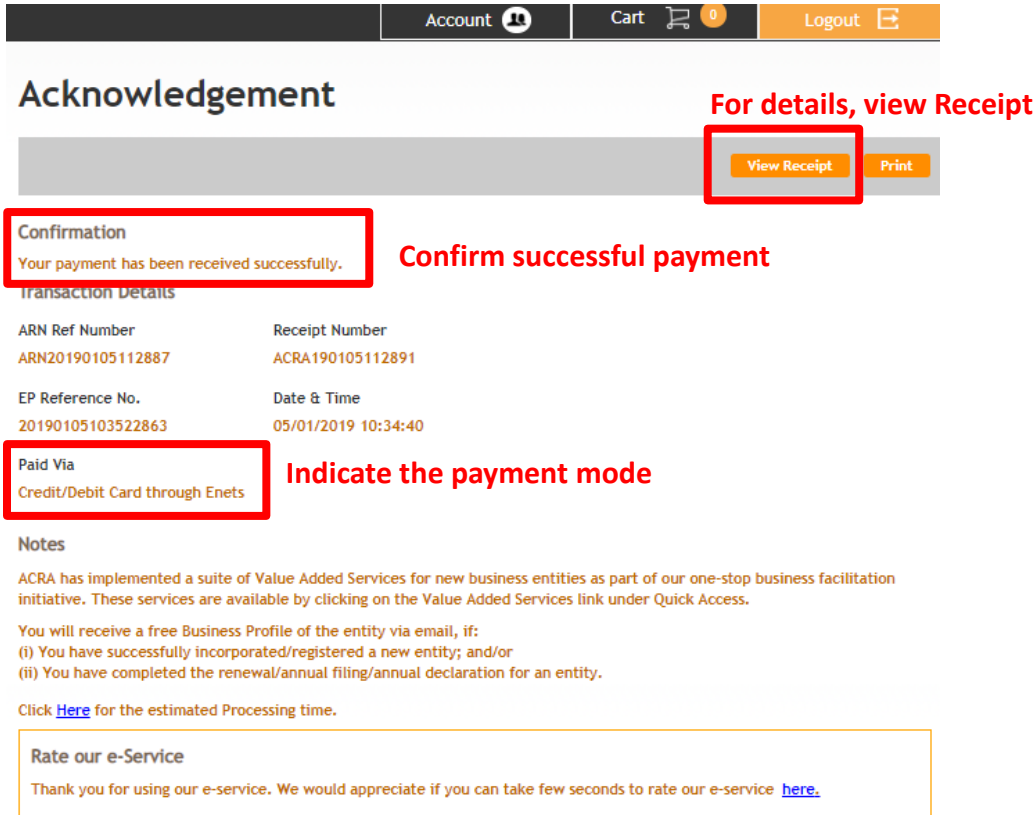
A. Steps applicable to payment using all e-payment options

Steps	Descriptions																							
A2.	<p>After completing your Bizfile+ transaction or iSHOP purchase, click on “Make Payment” icon. You will be directed to the page where you can select your preferred payment option.</p> <p><u>E-Filing Service (example of business name application)</u></p> <div><div><div>Home > File eServices > Application for a New Business Name</div><div><div>Application for a New Business Name</div><div>Please click here</div><div><div>Make Payment</div><div>Continue to Register</div></div></div><div><div>Transaction Details</div><div><div>UEN</div><div>Entity Name</div><div>TESTEPAYI</div></div><div><div>Descriptions</div><div>Amount(SGD)</div><div>Application for a New Business Name15.00</div></div></div><div>Payable AmountSGD 15.00</div></div></div> <p><u>iSHOP Purchase</u></p> <div><div><div>Please click here</div><div>Make Payment</div></div><div><div>iShop</div><div><table><tr><th>UEN/ID No</th><th>Entity Name/Person Name</th><th>Product</th><th>Delivery Mode (Status)</th><th>Amount (SGD)</th></tr><tr><td></td><td></td><td>Business Profile with Certificate of Production (Co)</td><td>EMAIL</td><td>16.50</td></tr><tr><td colspan="5">Date Added 06/12/2018</td></tr></table></div></div><div><div>BizFile</div><div><table><tr><th>UEN/ID No</th><th>Entity Name</th><th>Transaction Description</th><th>Amount (SGD)</th></tr><tr><td colspan="4">No data to display.</td></tr></table></div></div><div>Payable AmountSGD 16.50</div></div>	UEN/ID No	Entity Name/Person Name	Product	Delivery Mode (Status)	Amount (SGD)			Business Profile with Certificate of Production (Co)	EMAIL	16.50	Date Added 06/12/2018					UEN/ID No	Entity Name	Transaction Description	Amount (SGD)	No data to display.			
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A. Steps applicable to payment using all e-payment options

Steps	Descriptions
A3.	<p>ACRA offers four e-payment options on our online portals namely:</p> <ul style="list-style-type: none">• Pay with eNETs (for payments using VISA or Mastercard cards);• PayPal (for payments using PayPal balance or AMEX);• Google Pay; and• Apple Pay. <p>Select your preferred payment option. The selected option will expand.</p> <p>Click on the respective payment icons to proceed.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">• Apple Pay is only supported on Safari browser and Apple Devices.• Payments by AMEX cards can only be through PayPal on our online portals. <div><h3>Transaction Details</h3><p>ARN Reference Number ARN20190110109599</p><p>Total Amount SGD 5.50</p><div><p>Important Notice:</p><p>Please retain the ARN Reference Number for your record. If you are using a pop-up blocker, please add www.bizfile.gov.sg as your allowed site. Otherwise, your payment may not be completed.</p></div><div><h3>Payment Methods</h3><div><div> Pay with eNets</div><div>Pay with eNets</div><div> PayPal</div><div> Google Pay</div><div> Apple Pay</div></div><div>Please choose from the four available payment options</div></div></div>

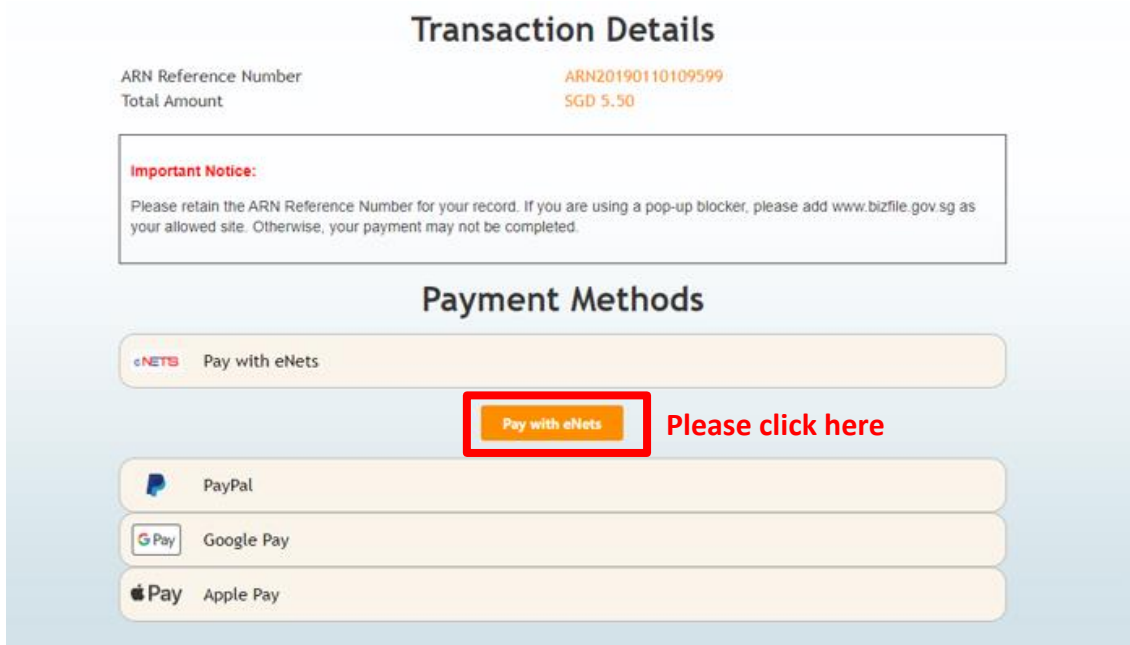
A. Steps applicable to payment using all e-payment options

Steps	Descriptions								
A4.	<p>Please refer to Sections B to E for the steps applicable to each payment option. Upon successful payment, you will be directed to the Acknowledgment page. Click on “View Receipt” for the details.</p>  <p>Acknowledgement</p> <p>For details, view Receipt</p> <p>View Receipt Print</p> <p>Confirmation Your payment has been received successfully.</p> <p>Confirm successful payment</p> <p>Transaction Details</p> <table border="1"> <tr> <td>ARN Ref Number</td><td>Receipt Number</td></tr> <tr> <td>ARN20190105112887</td><td>ACRA190105112891</td></tr> <tr> <td>EP Reference No.</td><td>Date & Time</td></tr> <tr> <td>20190105103522863</td><td>05/01/2019 10:34:40</td></tr> </table> <p>Paid Via Credit/Debit Card through Enets</p> <p>Indicate the payment mode</p> <p>Notes</p> <p>ACRA has implemented a suite of Value Added Services for new business entities as part of our one-stop business facilitation initiative. These services are available by clicking on the Value Added Services link under Quick Access.</p> <p>You will receive a free Business Profile of the entity via email, if:</p> <ul style="list-style-type: none"> (i) You have successfully incorporated/registered a new entity; and/or (ii) You have completed the renewal/annual filing/annual declaration for an entity. <p>Click Here for the estimated Processing time.</p> <p>Rate our e-Service</p> <p>Thank you for using our e-service. We would appreciate if you can take few seconds to rate our e-service here.</p>	ARN Ref Number	Receipt Number	ARN20190105112887	ACRA190105112891	EP Reference No.	Date & Time	20190105103522863	05/01/2019 10:34:40
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ARN20190105112887	ACRA190105112891								
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A. Steps applicable to payment using all e-payment options

Steps	Descriptions												
A5.	<p>Customers are reminded to retain a copy of the receipt for future reference. The receipt shows full details of the transaction(s).</p> <div><div><div>Account</div><div>Cart</div><div>Logout</div></div><div><div>Print</div><div>Back</div></div><div><div>ACRA</div><div>ACCOUNTING AND CORPORATE REGULATORY AUTHORITY</div><div>10 Anson Road, #05-01/15 International Plaza, S(079903)</div></div><div><div>RECEIPT</div><div><div>Receipt No. : ACRA190105112891</div><div>EP Reference No. : 20190105103522863</div><div>Paid By : </div><div>Paid Via : Credit/Debit Card through Enets</div><div>ARN : ARN20190105112887</div><div>GST Registration No. : M9-0008879-T</div><div>Date/Time : 05/01/2019 10:34:40</div></div><table><thead><tr><th>S/No.</th><th>Transaction No.</th><th>Entity Name/UEN</th><th>Description</th><th>Amount (SGD)</th><th>Status</th></tr></thead><tbody><tr><td>1</td><td></td><td></td><td></td><td>5.50</td><td>Completed</td></tr></tbody></table><div><div>GST(SGD) 0.36</div><div>TOTAL(SGD) 5.50</div></div><div><div>This is a computer-generated receipt. No signature is required.</div><div>It is important to print a copy of the receipt for future reference.</div><div>*GST Applicable.</div></div><div><div>Print</div><div>Back</div></div></div></div>	S/No.	Transaction No.	Entity Name/UEN	Description	Amount (SGD)	Status	1				5.50	Completed
S/No.	Transaction No.	Entity Name/UEN	Description	Amount (SGD)	Status								
1				5.50	Completed								

B. Steps applicable to payment using VISA or Mastercard

Steps	Descriptions
B1.	<p>If you wish to pay using VISA or Mastercard debit and credit cards, click on 'Pay with eNets'. The selected option will expand and display the icon.</p> <p>Click on "Pay with eNets" icon. You will be directed to eNETs payment portal.</p>  <p>The screenshot displays the eNets payment interface. At the top, under 'Transaction Details', the ARN Reference Number is ARN20190110109599 and the Total Amount is SGD 5.50. Below this is an 'Important Notice' box stating: 'Please retain the ARN Reference Number for your record. If you are using a pop-up blocker, please add www.bizfile.gov.sg as your allowed site. Otherwise, your payment may not be completed.' Under the 'Payment Methods' section, there are four options: 'Pay with eNets' (highlighted with a red box and the text 'Please click here'), 'PayPal', 'Google Pay', and 'Apple Pay'.</p>






B. Steps applicable to payment using VISA or Mastercard

Steps	Descriptions
B2.	<p>After being directed to the eNets payment portal, enter your card credentials in the highlighted fields below.</p> <p>Then click on checkbox to acknowledge terms and conditions.</p>  <p>Please input card details and</p> <p>click to acknowledge</p>

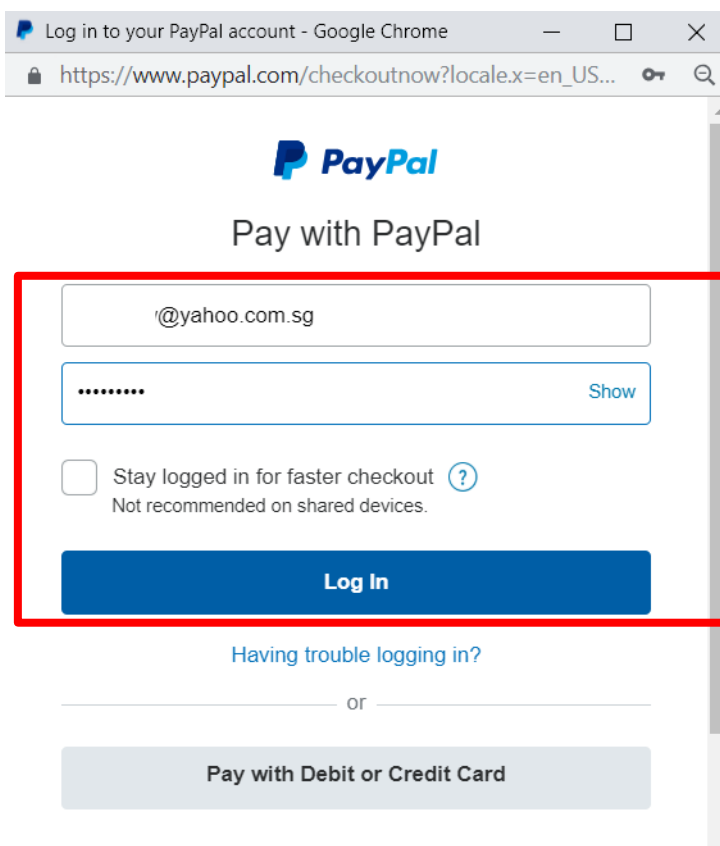
B. Steps applicable to payment using VISA or Mastercard

Steps	Descriptions
B3.	<p>After the eNETs payment portal has processed your inputs on card credentials, you will be directed to this page. Enter the One-Time Password (OTP) generated from your mobile phone or token in the highlighted field below.</p> <p>Then click on “Submit” icon to complete the payment process.</p> <div></div>

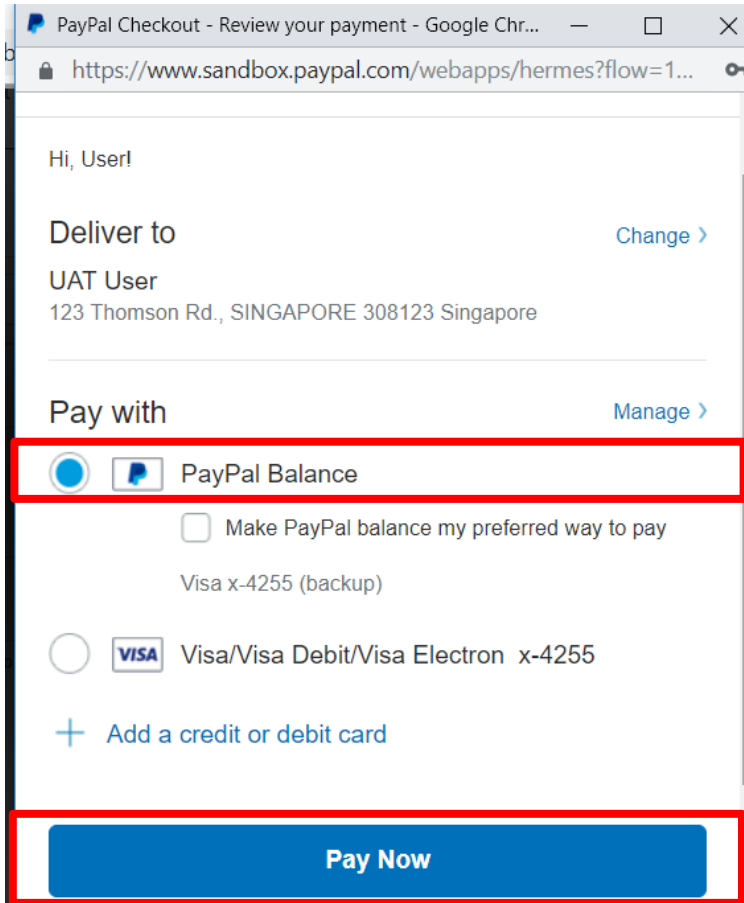
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C1.	<p>If you wish to pay using PayPal, select 'PayPal' to expand the selection. Then click on "PayPal Checkout" icon. You will be directed to PayPal payment portal.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">• Payments using AMEX can be made only through PayPal on our online portals.• If you do not have a PayPal account and wish to set up an account, please refer to https://www.paypal.com/sg/home for details. <div><p>Important Notice:</p><p>Please retain the ARN Reference Number for your record. If you are using a pop-up blocker, please add www.bizfile.gov.sg as your allowed site. Otherwise, your payment may not be completed.</p><h3>Payment Methods</h3><div><div> Pay with eNets</div><div> PayPal</div><div> Please click here</div><div> Google Pay</div><div> Apple Pay</div><p><small>Important: Please do not use your BACK or RELOAD/REFRESH browser functions or CLOSE your browser while using this service</small></p><div>Cancel Payment</div></div></div>

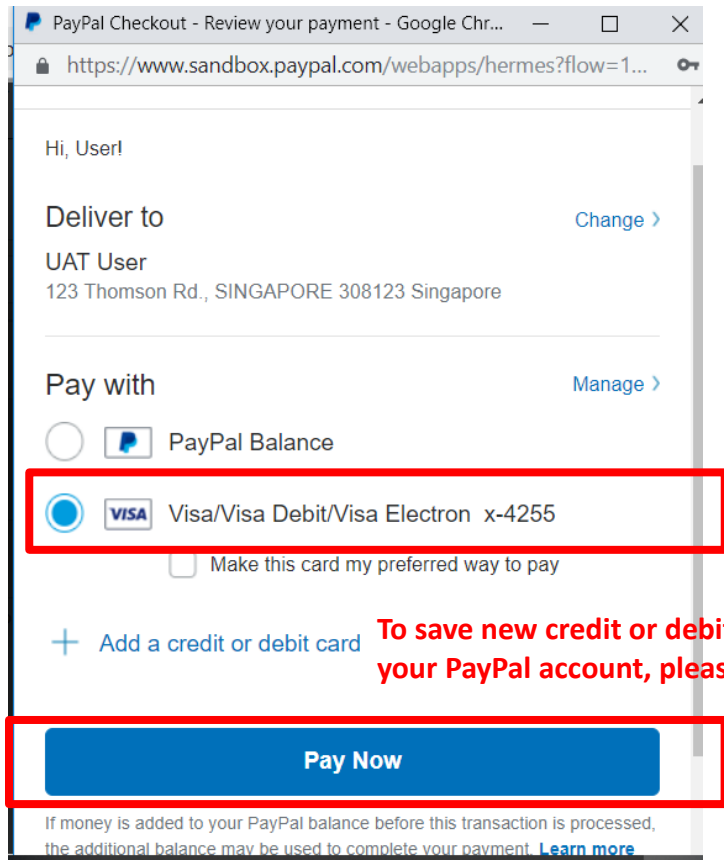
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C2.	<p>If you have a PayPal account, enter your registered email address and password in the highlighted fields below.</p> <p>Then click on “Log In” icon.</p> <div></div> <p>For PayPal account holders, please enter your PayPal log-in credentials.</p> <p>Then click “Log In”</p>

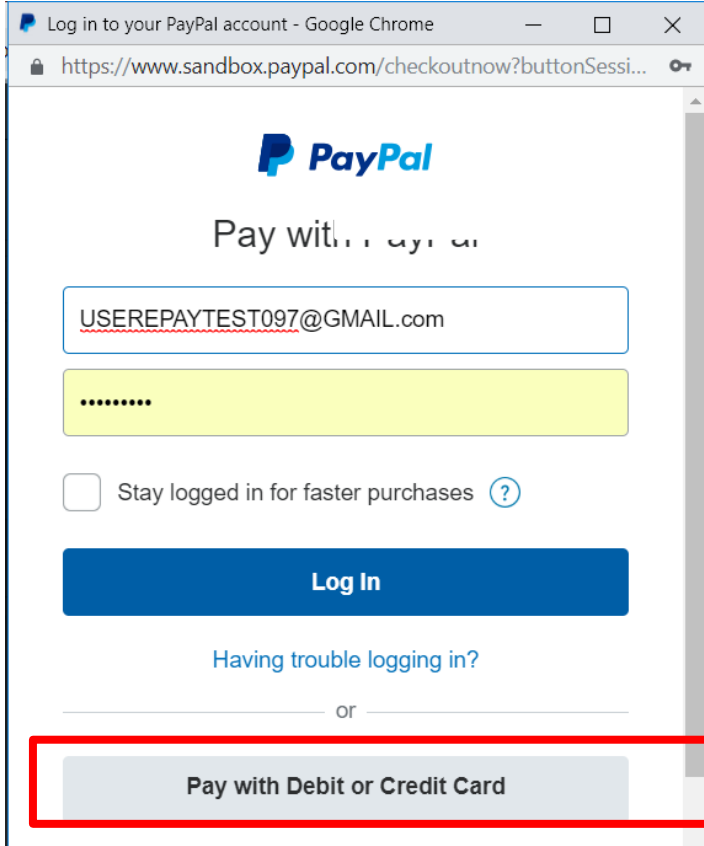
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C3.	<p>Upon successful log in to your PayPal account, you have the option to pay using PayPal balance or credit cards.</p> <p>If you wish to pay using PayPal balance, click on “PayPal Balance” icon.</p> <p>Then click on “Pay Now” icon to proceed with the payment.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">• To have sufficient fund, you will need to transfer funds from your bank account to your PayPal balance via internet banking beforehand. Such transfer will take 1-2 business days for DBS/POSB account holders and 4-6 business days for other Singapore bank accounts.• For convenience, you may select PayPal balance as your preferred mode for future payments. To do so, click on “Make PayPal balance my preferred way to pay” checkbox.  <p>To make payment using PayPal balance, please click here</p> <p>Then click “Pay Now”</p>

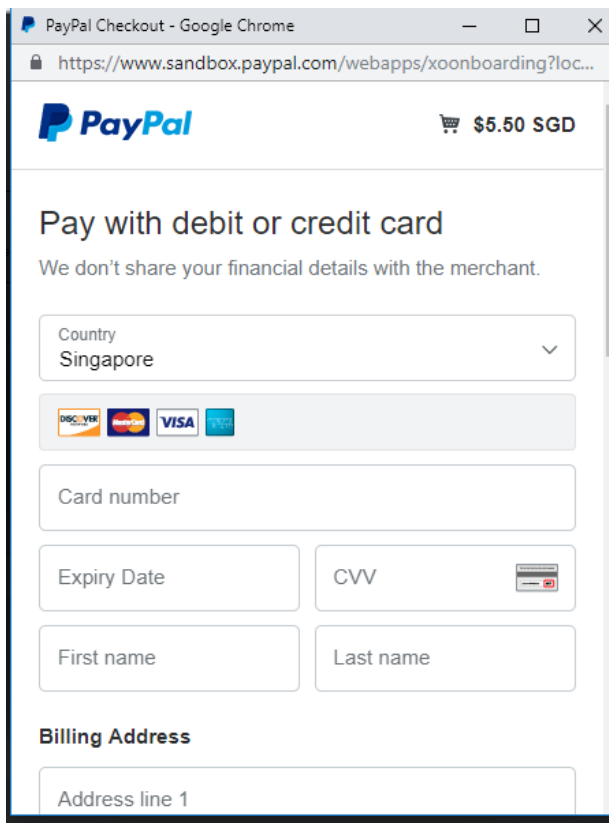
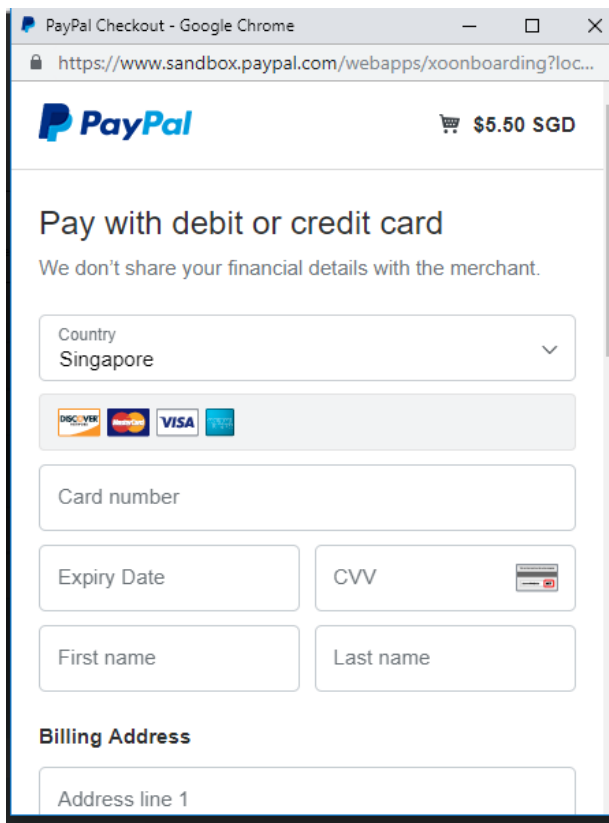
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C4.	<p>Alternatively, you may pay using the debit or credit cards. Select the VISA/Mastercard/AMEX cards saved in your PayPal account.</p> <p>Then click on “Pay Now” icon to complete the payment process.</p> <p><u>Note:</u></p> <ul style="list-style-type: none">For convenience, you may select a credit or debit card as your preferred mode for future payments. To do so, click on “Make this card my preferred way to pay” checkbox.  <p>Please choose from the credit or debit cards saved in your PayPal account</p> <p>To save new credit or debit card in your PayPal account, please click here</p> <p>Then click “Pay Now”</p>

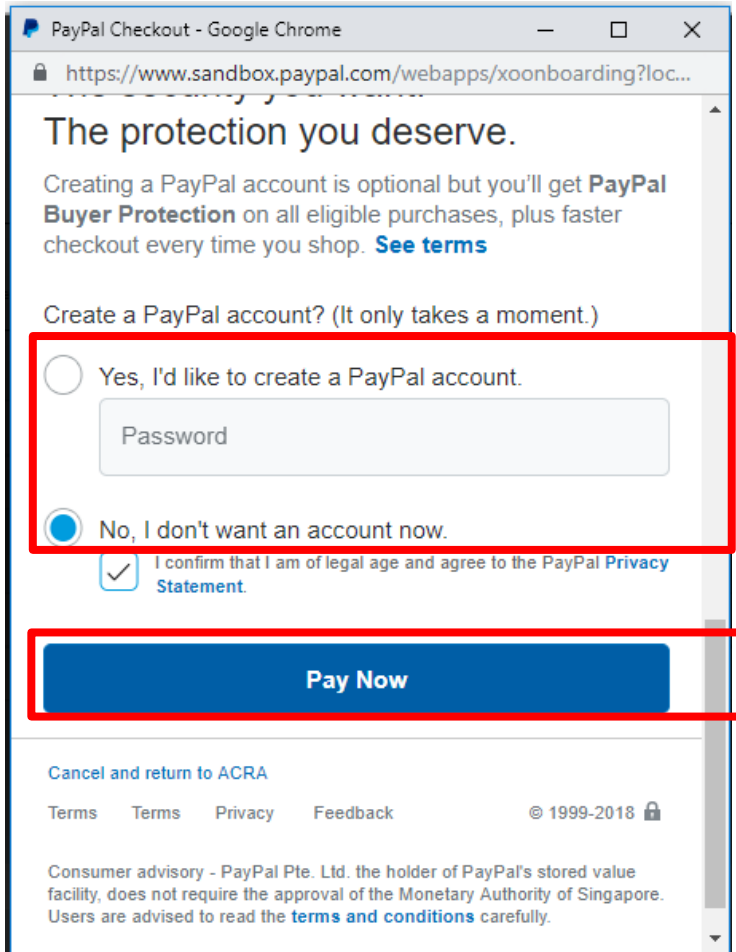
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C5.	<p>If you <u>do not</u> have a PayPal account, you can still make payment using PayPal. To do so, click on “Pay with Debit or Credit Card” icon.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">• This option enables you to set up a PayPal account as well.• Payments by AMEX cards can only be made through PayPal on our online portals.  <p>If you do not have a PayPal account but wish to set up an account or pay using PayPal one-off, please click here</p>






C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C6.	<p>After selecting 'Pay with Debit or Credit Card', you will be directed to this PayPal page. Complete the relevant fields, which include the debit or credit card credentials, billing address and contact information, to proceed with the payment.</p>  A screenshot of a web browser window titled 'PayPal Checkout - Google Chrome'. The address bar shows 'https://www.sandbox.paypal.com/webapps/xoonboarding?loc...'. The page features the PayPal logo and a shopping cart icon with '\$5.50 SGD'. The main heading is 'Pay with debit or credit card', followed by the text 'We don't share your financial details with the merchant.' Below this are several input fields: a 'Country' dropdown menu set to 'Singapore', a row of credit card logos (Discover, Mastercard, Visa, American Express), a 'Card number' field, an 'Expiry Date' field, a 'CVV' field with a card icon, 'First name' and 'Last name' fields, and a 'Billing Address' section with an 'Address line 1' field. <p></p>

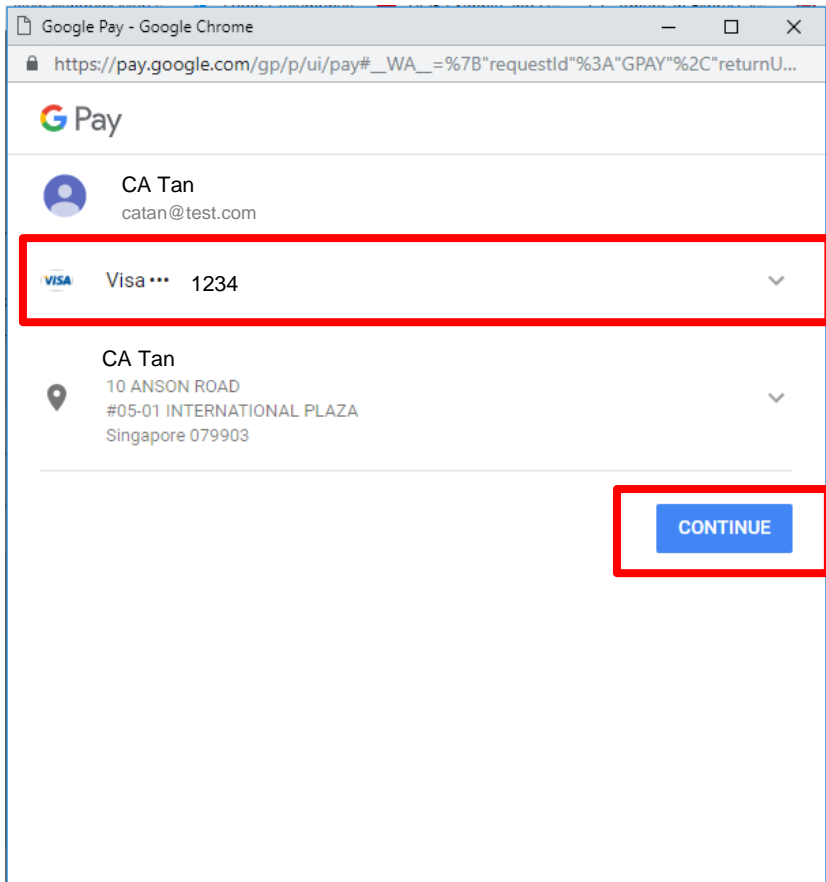
C. Steps applicable to payment using PayPal and AMEX

Steps	Descriptions
C7.	<p>After completing all relevant fields, scroll to the end and click to:</p> <ol style="list-style-type: none"> indicate whether you wish to create a PayPal account or to proceed with the payment without creating a PayPal account, and confirm that you are of legal age and agree to the PayPal Privacy statement via the checkbox. <p>Then click on “Pay Now” icon to complete the payment process.</p>  <p>Please indicate if you wish to create a PayPal account or to proceed without creating a PayPal account</p> <p>Then click “Pay Now”</p>

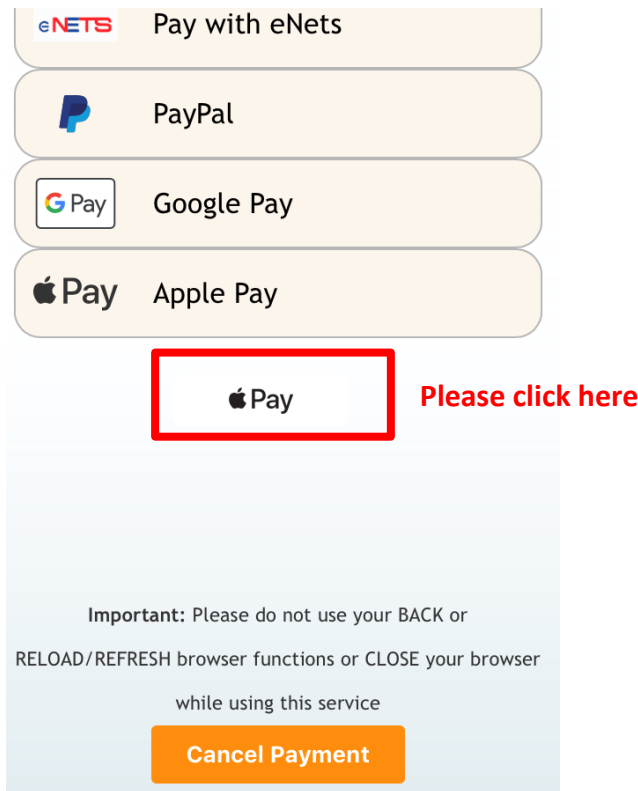
D. Steps applicable to payment using Google Pay

Steps	Descriptions
D1.	<p>If you wish to pay using Google Pay, click on 'Google Pay' to expand the selection.</p> <p>Then click on "Buy with G Pay" icon. You will be directed to Google Pay portal.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">Google Pay can be accessed on most web browsers (e.g. Chrome, Microsoft Edge, Mozilla Firefox) and also on mobile devices.If you do not have Google Pay account and wish to create one, please refer to pay.google.com for details. <div><p>Important Notice:</p><p>Please retain the ARN Reference Number for your record. If you are using a pop-up blocker, please add www.bizfile.gov.sg as your allowed site. Otherwise, your payment may not be completed.</p><h3>Payment Methods</h3><div><div> Pay with eNets</div><div> PayPal</div><div> Google Pay</div><div> Apple Pay</div></div><div><div>Buy with  Pay</div><div>Please click here</div></div><div><p>Important: Please do not use your BACK or RELOAD/REFRESH browser functions or CLOSE your browser while using this service</p><div>Cancel Payment</div></div></div>

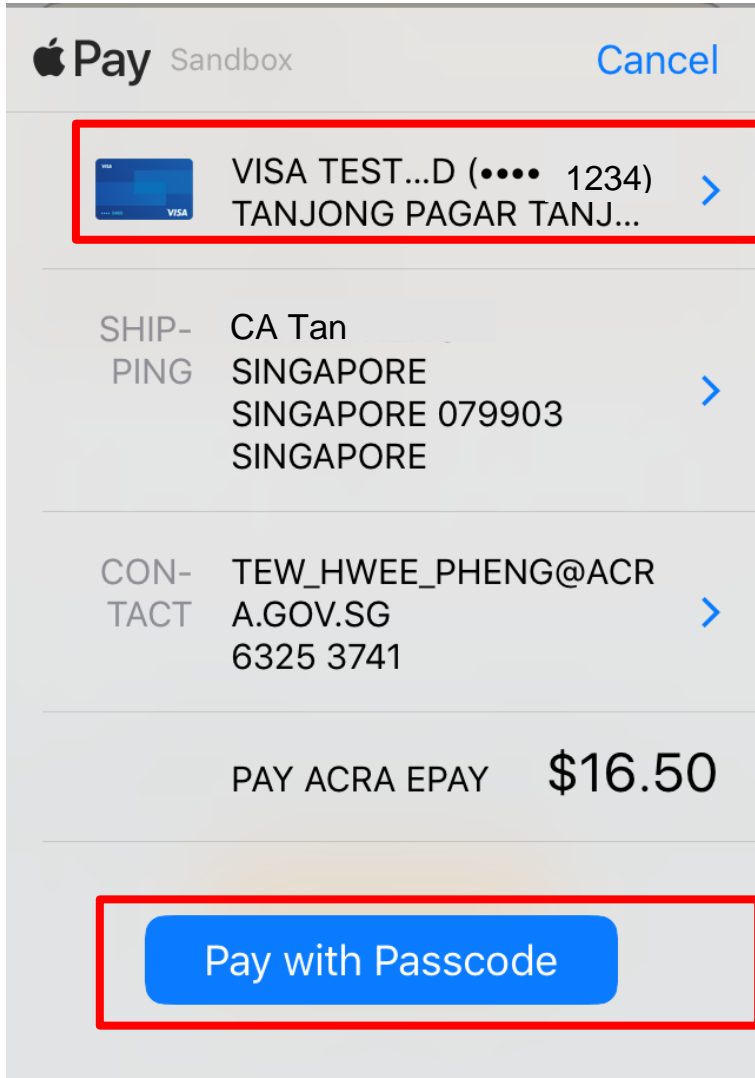
D. Steps applicable to payment using Google Pay

Steps	Descriptions
D2.	<p>After being directed to Google Pay portal, select the card that you wish to use from the list of credit or debit cards saved in your Google Pay account.</p> <p>Then click on “Continue” icon to complete the payment process.</p>  <p>If you wish to use another debit or credit card, please click to expand the option</p> <p>Then click “Continue”</p>

E. Steps applicable to payment using Apple Pay

Steps	Descriptions
E1.	<p>If you wish to pay using Apple Pay, click on 'Apple Pay' to expand the selection. Then click on "A Pay" icon. You will be directed to Apple Pay portal.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none">• Apple Pay can only be accessed with Safari browsers and specific Apple devices. Please see https://support.apple.com/en-sg/HT208531 for the list of these devices.• Apple Pay will not appear on your page when you use web browsers such as Chrome, Microsoft Edge or Mozilla FireFox.• If you do not have any Apple Pay account and wish to create one, please refer to support.apple.com for details. 

E. Steps applicable to payment using Apple Pay

Steps	Descriptions
E2.	<p>After being directed to the Apple Pay portal, select the card that you wish to use from the list of credit or debit cards saved in the Apple Wallet.</p> <p>Click on 'Pay with Passcode' icon to complete the payment process.</p> <div><p>If you wish to use another credit or debt card, please click to change</p><p>Please enter Apple Wallet Passcode. Touch ID and Face ID are allowed for certain Apple devices.</p></div>