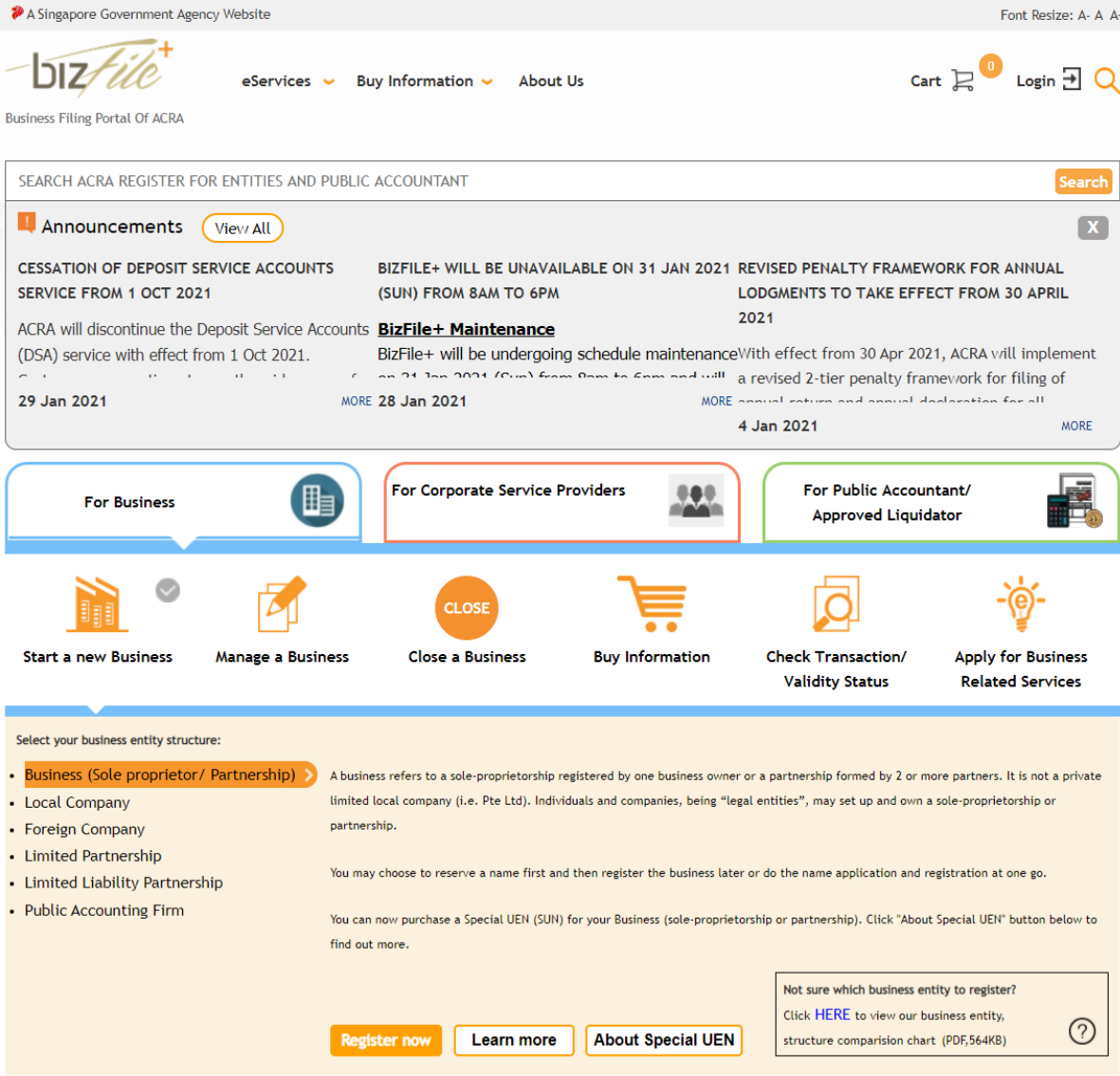
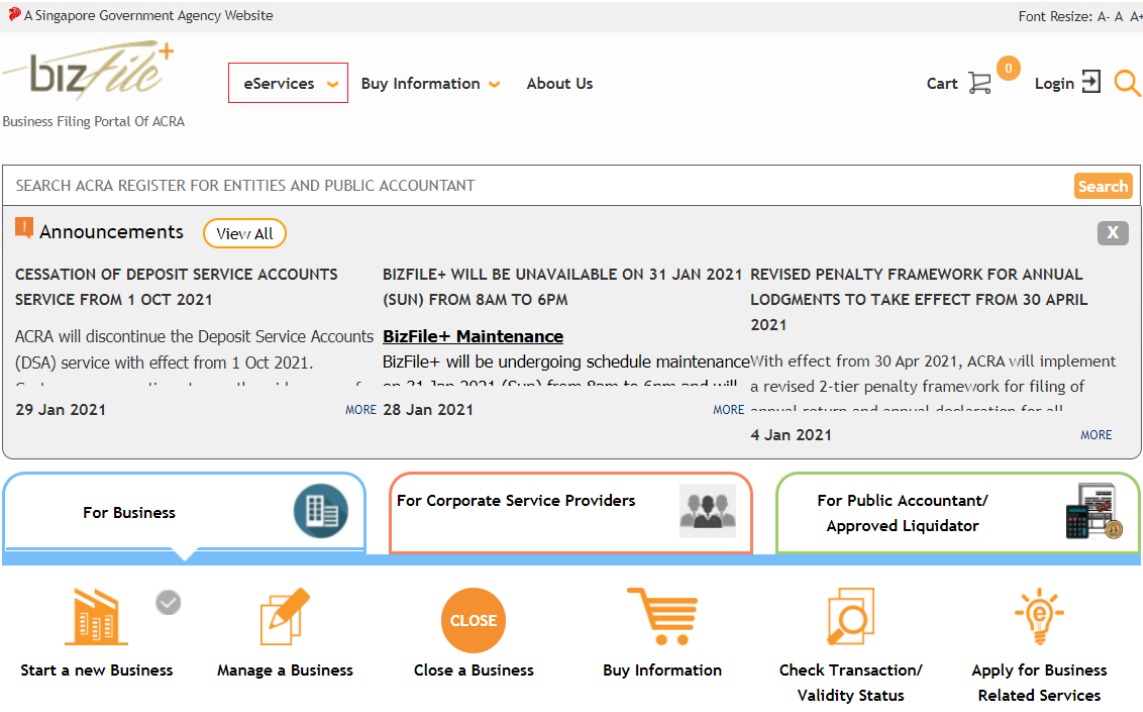
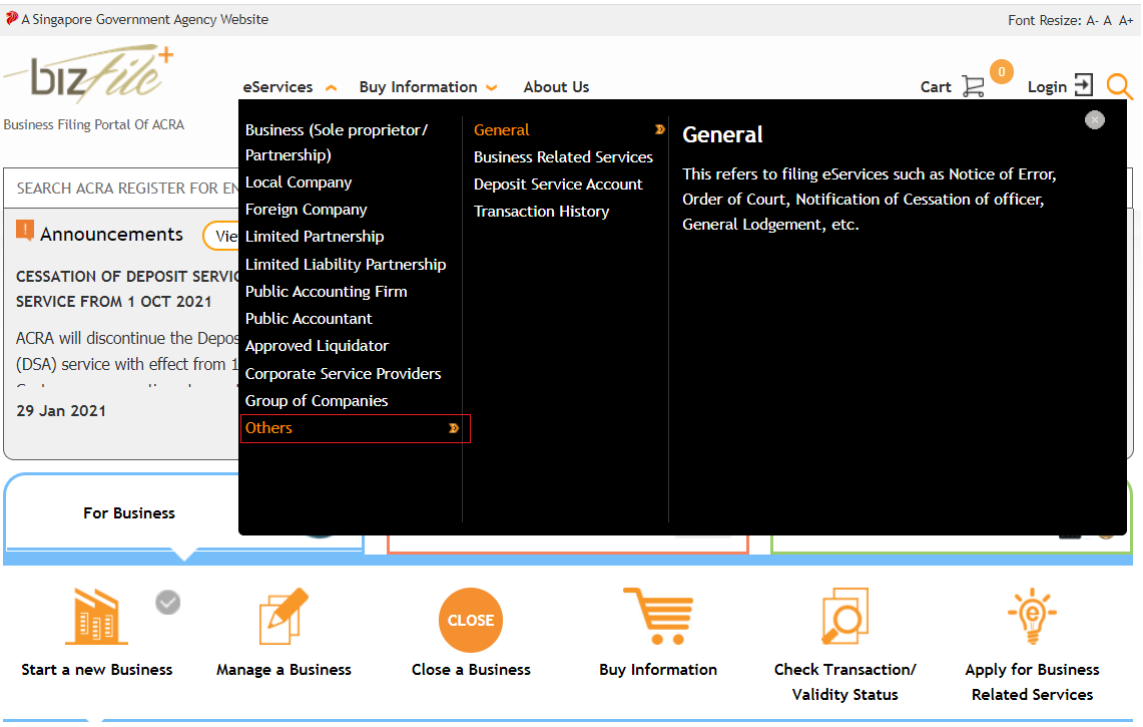
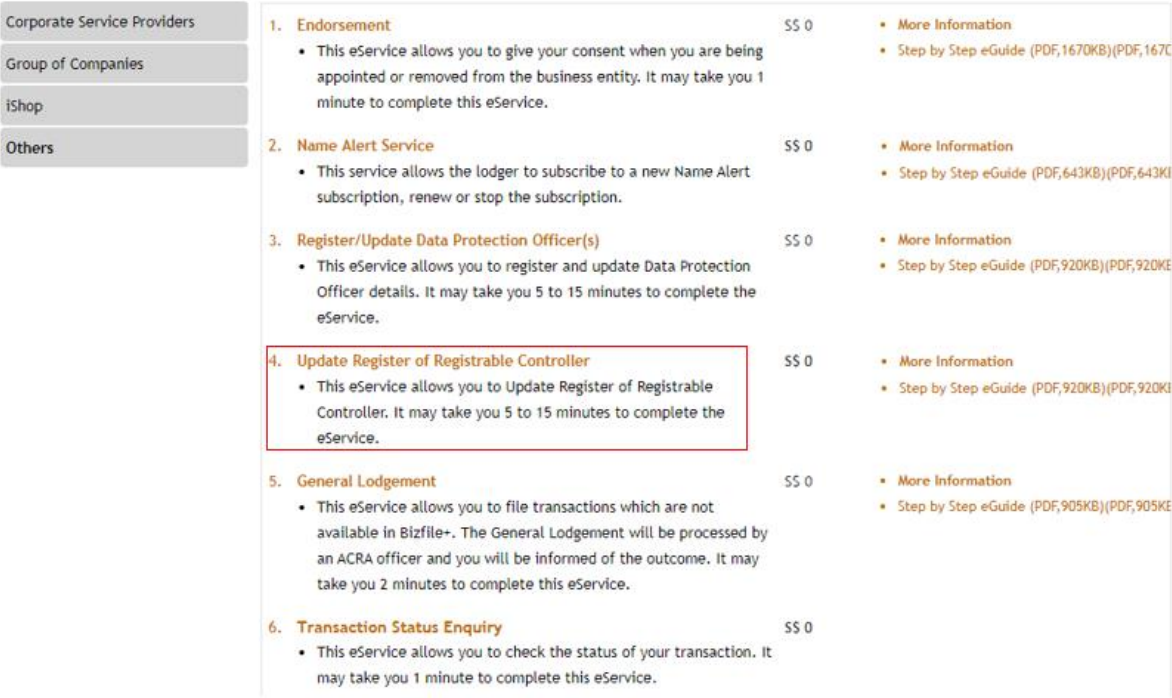
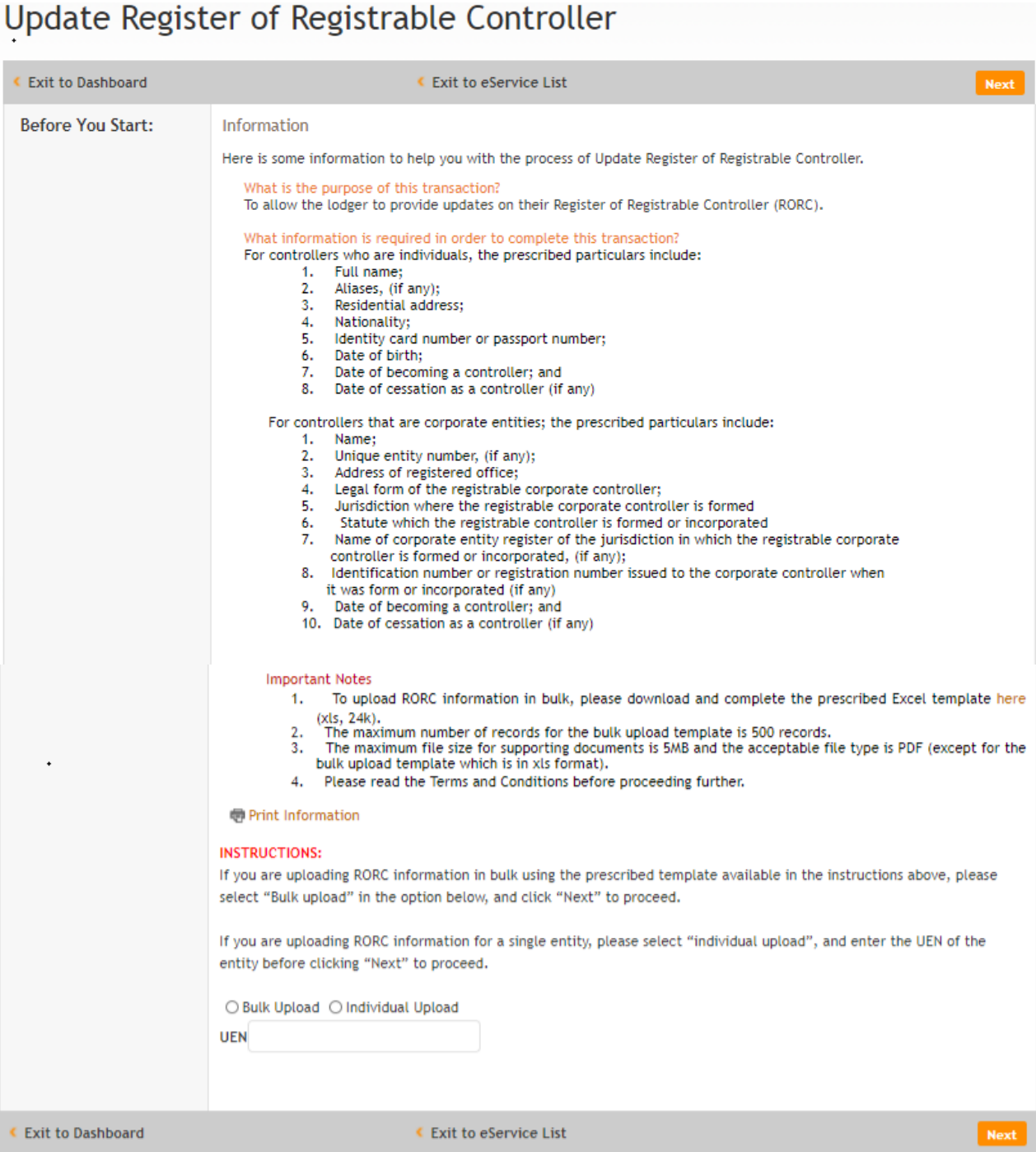



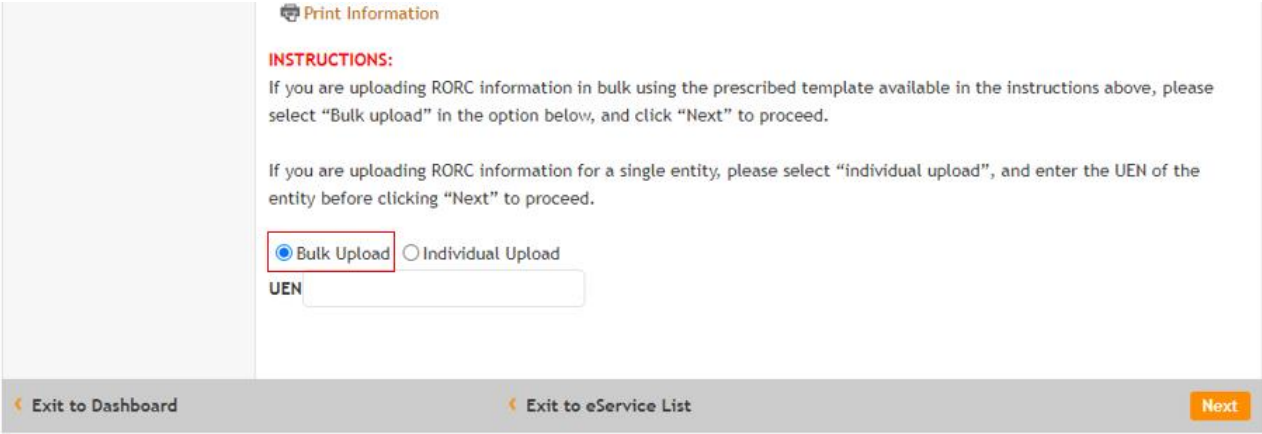
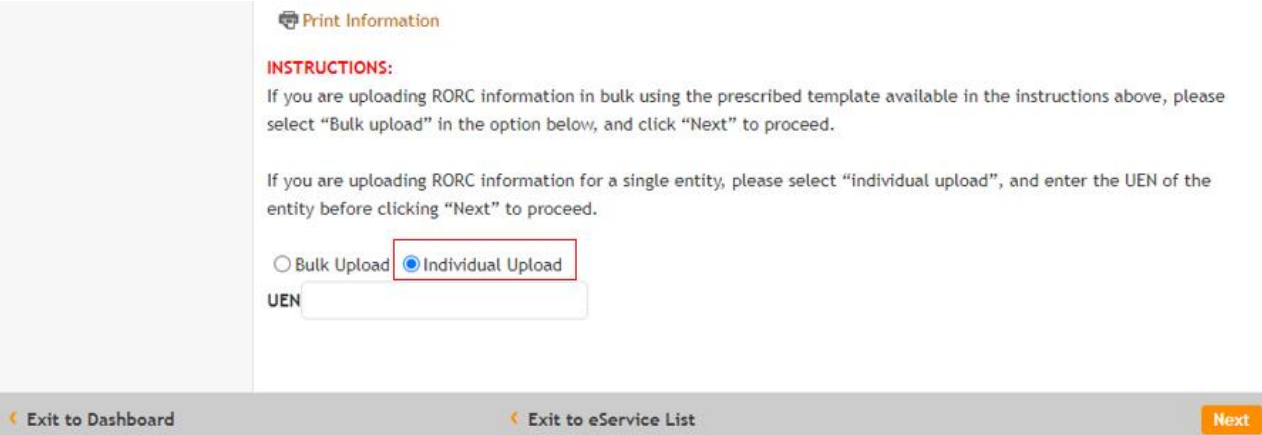
# Step by Step Guide for Update Register of Registrable Controller

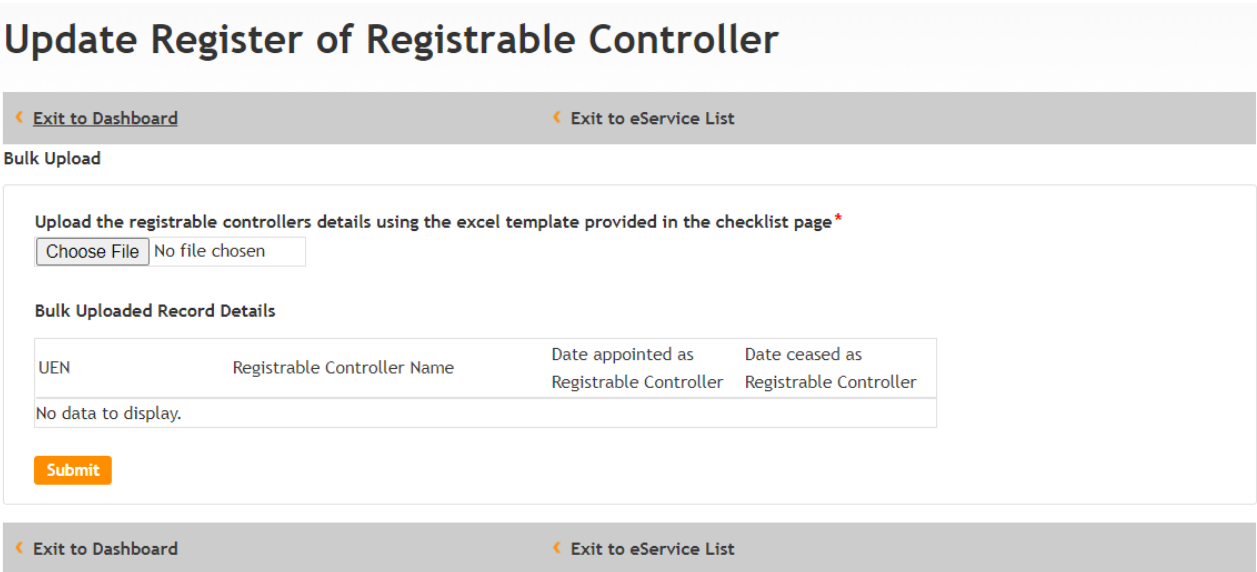
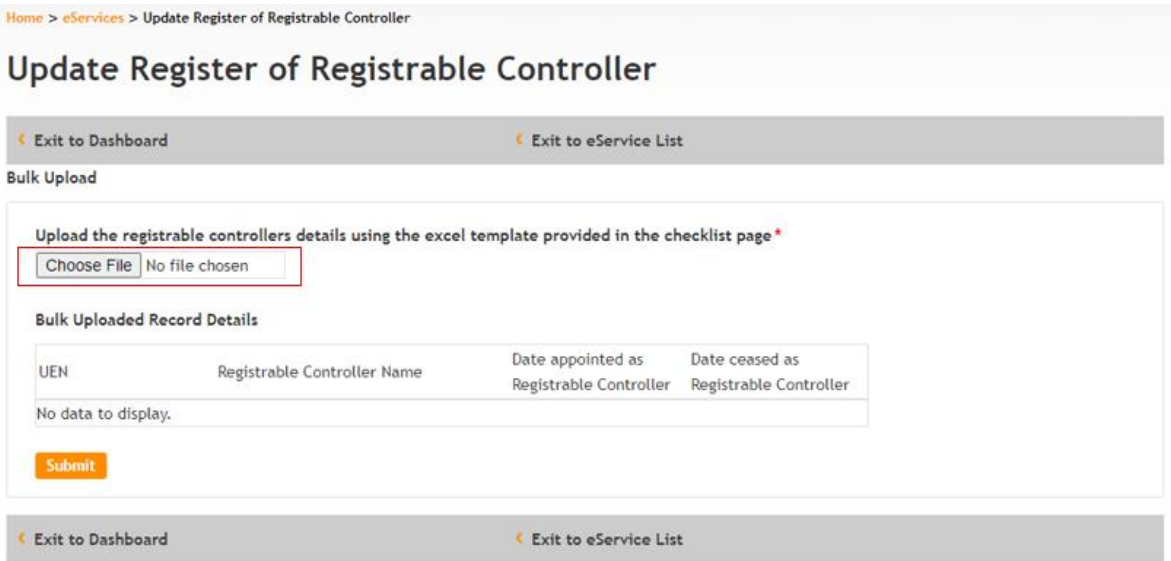
Steps	Descriptions
1.	<p>Go to <a href="http://www.bizfile.gov.sg">www.bizfile.gov.sg</a></p>  <p>A Singapore Government Agency Website <span style="float: right;">Font Resize: A- A A+</span></p> <p><b>bizfile+</b> eServices Buy Information About Us <span style="float: right;">Cart Login</span></p> <p>Business Filing Portal Of ACRA</p> <p>SEARCH ACRA REGISTER FOR ENTITIES AND PUBLIC ACCOUNTANT <span style="float: right;">Search</span></p> <p><b>Announcements</b> <span style="float: right;">View All</span></p> <p><b>CESSATION OF DEPOSIT SERVICE ACCOUNTS SERVICE FROM 1 OCT 2021</b> ACRA will discontinue the Deposit Service Accounts (DSA) service with effect from 1 Oct 2021. 29 Jan 2021</p> <p><b>BIZFILE+ WILL BE UNAVAILABLE ON 31 JAN 2021 (SUN) FROM 8AM TO 6PM</b> BizFile+ will be undergoing schedule maintenance on 31 Jan 2021 (Sun) from 8am to 6pm and will 28 Jan 2021</p> <p><b>REVISED PENALTY FRAMEWORK FOR ANNUAL LODGMENTS TO TAKE EFFECT FROM 30 APRIL 2021</b> With effect from 30 Apr 2021, ACRA will implement a revised 2-tier penalty framework for filing of annual return and annual declaration for all 4 Jan 2021</p> <p><b>For Business</b> <b>For Corporate Service Providers</b> <b>For Public Accountant/ Approved Liquidator</b></p> <p><b>Start a new Business</b> <b>Manage a Business</b> <b>Close a Business</b> <b>Buy Information</b> <b>Check Transaction/ Validity Status</b> <b>Apply for Business Related Services</b></p> <p>Select your business entity structure:</p> <ul style="list-style-type: none"> <li><b>Business (Sole proprietor/ Partnership)</b> &gt; A business refers to a sole-proprietorship registered by one business owner or a partnership formed by 2 or more partners. It is not a private limited local company (i.e. Pte Ltd). Individuals and companies, being "legal entities", may set up and own a sole-proprietorship or partnership. You may choose to reserve a name first and then register the business later or do the name application and registration at one go. You can now purchase a Special UEN (SUN) for your Business (sole-proprietorship or partnership). Click "About Special UEN" button below to find out more.</li> <li>Local Company</li> <li>Foreign Company</li> <li>Limited Partnership</li> <li>Limited Liability Partnership</li> <li>Public Accounting Firm</li> </ul> <p><b>Register now</b> <b>Learn more</b> <b>About Special UEN</b></p> <p>Not sure which business entity to register? Click <a href="#">HERE</a> to view our business entity, structure comparison chart (PDF,564KB)</p>

Steps	Descriptions
2.	<p>Click on 'eServices'.</p> 
3.	<p>Click on 'Others'.</p> 

Steps	Descriptions																					
4.	<p>Click on 'Update Register of Registrable Controller'.</p> <p>You will be re-directed to the Login Page. If you need help, please refer to the step by step guide on Login.</p>  <p>The screenshot shows a sidebar menu on the left with categories: Corporate Service Providers, Group of Companies, iShop, and Others. The main content area lists six eServices:</p> <table border="1"> <thead> <tr> <th>Service Name</th> <th>Fee</th> <th>More Information</th> </tr> </thead> <tbody> <tr> <td>1. Endorsement</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,1670KB)(PDF,1670KB)</td> </tr> <tr> <td>2. Name Alert Service</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,643KB)(PDF,643KB)</td> </tr> <tr> <td>3. Register/Update Data Protection Officer(s)</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,920KB)(PDF,920KB)</td> </tr> <tr> <td>4. Update Register of Registrable Controller</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,920KB)(PDF,920KB)</td> </tr> <tr> <td>5. General Lodgement</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,905KB)(PDF,905KB)</td> </tr> <tr> <td>6. Transaction Status Enquiry</td> <td>SS 0</td> <td>• More Information • Step by Step eGuide (PDF,905KB)(PDF,905KB)</td> </tr> </tbody> </table>	Service Name	Fee	More Information	1. Endorsement	SS 0	• More Information • Step by Step eGuide (PDF,1670KB)(PDF,1670KB)	2. Name Alert Service	SS 0	• More Information • Step by Step eGuide (PDF,643KB)(PDF,643KB)	3. Register/Update Data Protection Officer(s)	SS 0	• More Information • Step by Step eGuide (PDF,920KB)(PDF,920KB)	4. Update Register of Registrable Controller	SS 0	• More Information • Step by Step eGuide (PDF,920KB)(PDF,920KB)	5. General Lodgement	SS 0	• More Information • Step by Step eGuide (PDF,905KB)(PDF,905KB)	6. Transaction Status Enquiry	SS 0	• More Information • Step by Step eGuide (PDF,905KB)(PDF,905KB)
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Steps	Descriptions
5.	<p>The checklist page is displayed.</p>  <p><b>Update Register of Registrable Controller</b></p> <p>◀ Exit to Dashboard      ◀ Exit to eService List      <b>Next</b></p> <p><b>Before You Start:</b></p> <p><b>Information</b></p> <p>Here is some information to help you with the process of Update Register of Registrable Controller.</p> <p><b>What is the purpose of this transaction?</b> To allow the lodger to provide updates on their Register of Registrable Controller (RORC).</p> <p><b>What information is required in order to complete this transaction?</b> For controllers who are individuals, the prescribed particulars include:</p> <ol style="list-style-type: none"> <li>1. Full name;</li> <li>2. Aliases, (if any);</li> <li>3. Residential address;</li> <li>4. Nationality;</li> <li>5. Identity card number or passport number;</li> <li>6. Date of birth;</li> <li>7. Date of becoming a controller; and</li> <li>8. Date of cessation as a controller (if any)</li> </ol> <p>For controllers that are corporate entities; the prescribed particulars include:</p> <ol style="list-style-type: none"> <li>1. Name;</li> <li>2. Unique entity number, (if any);</li> <li>3. Address of registered office;</li> <li>4. Legal form of the registrable corporate controller;</li> <li>5. Jurisdiction where the registrable corporate controller is formed</li> <li>6. Statute which the registrable controller is formed or incorporated</li> <li>7. Name of corporate entity register of the jurisdiction in which the registrable corporate controller is formed or incorporated, (if any);</li> <li>8. Identification number or registration number issued to the corporate controller when it was form or incorporated (if any)</li> <li>9. Date of becoming a controller; and</li> <li>10. Date of cessation as a controller (if any)</li> </ol> <p><b>Important Notes</b></p> <ol style="list-style-type: none"> <li>1. To upload RORC information in bulk, please download and complete the prescribed Excel template <a href="#">here</a> (xls, 24k).</li> <li>2. The maximum number of records for the bulk upload template is 500 records.</li> <li>3. The maximum file size for supporting documents is 5MB and the acceptable file type is PDF (except for the bulk upload template which is in xls format).</li> <li>4. Please read the Terms and Conditions before proceeding further.</li> </ol> <p> <b>Print Information</b></p> <p><b>INSTRUCTIONS:</b></p> <p>If you are uploading RORC information in bulk using the prescribed template available in the instructions above, please select "Bulk upload" in the option below, and click "Next" to proceed.</p> <p>If you are uploading RORC information for a single entity, please select "individual upload", and enter the UEN of the entity before clicking "Next" to proceed.</p> <p><input type="radio"/> Bulk Upload   <input type="radio"/> Individual Upload</p> <p>UEN <input type="text"/></p> <p>◀ Exit to Dashboard      ◀ Exit to eService List      <b>Next</b></p>

Steps	Descriptions
6.	<p>If you wish to upload the RORC information in bulk, please download the prescribed Excel template via the link available in the checklist. Next, input all the relevant RORC information of the entities that you would like to upload in the Excel template.</p> <p>Once you have verified that all information is correct, select 'Bulk Upload' in the option below and before click on 'Next'. Proceed to step 8.</p> 
7.	<p>If you wish to upload the RORC information for a single entity individually, please select "Individual Upload", enter the UEN of the entity and click on 'Next'. Proceed to step 11.</p> 

Steps	Descriptions
8.	<p>Update Register of Registrable Controller bulk upload screen is displayed.</p> 
9.	<p>Upload the excel template that you have saved by clicking on 'Choose File'. You will need to wait for the file to be read and uploaded.</p> <p>Note: The upload speed will be dependent on the number or records submitted. The maximum number of records for the bulk upload template is 500 records.</p> 

Steps	Descriptions
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10. Once the upload is completed, the uploaded details will be reflected in the table below. Click on 'Submit' once you have verified that the records are correct.

**Update Register of Registrable Controller**

← Exit to Dashboard      ← Exit to eService List

Bulk Upload

Upload the registrable controllers details using the excel template provided in the checklist page \*

Copy of Bulk Upload TEST.xlsx ❌

**Bulk Uploaded Record Details**

UEN	Registrable Controller Name	Date appointed as Registrable Controller	Date ceased as Registrable Controller
123456789A	ABCD LLC	02/01/2018	02/03/2019
123456789A	Li Yawen	01/01/2017	03/06/2018
123456789A	Tan Ah Koon	01/01/2018	03/03/2019

Submit

Once submitted, the following pop up screen is displayed.

**Note:** The bulk upload results will be notified to the lodger via email the following day.

Registrable Controller Name      Date appointed as Registrable Controller      Date ceased as Registrable Controller

ABCD LLC      02/01/2018      02/03/2019

Li Yawen

Tan Ah Koon

← Exit to eService List

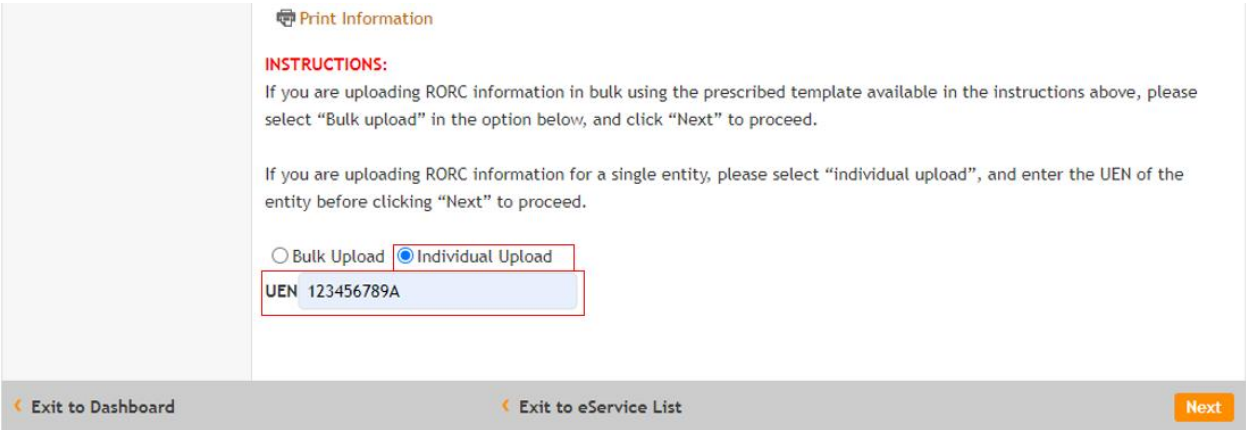
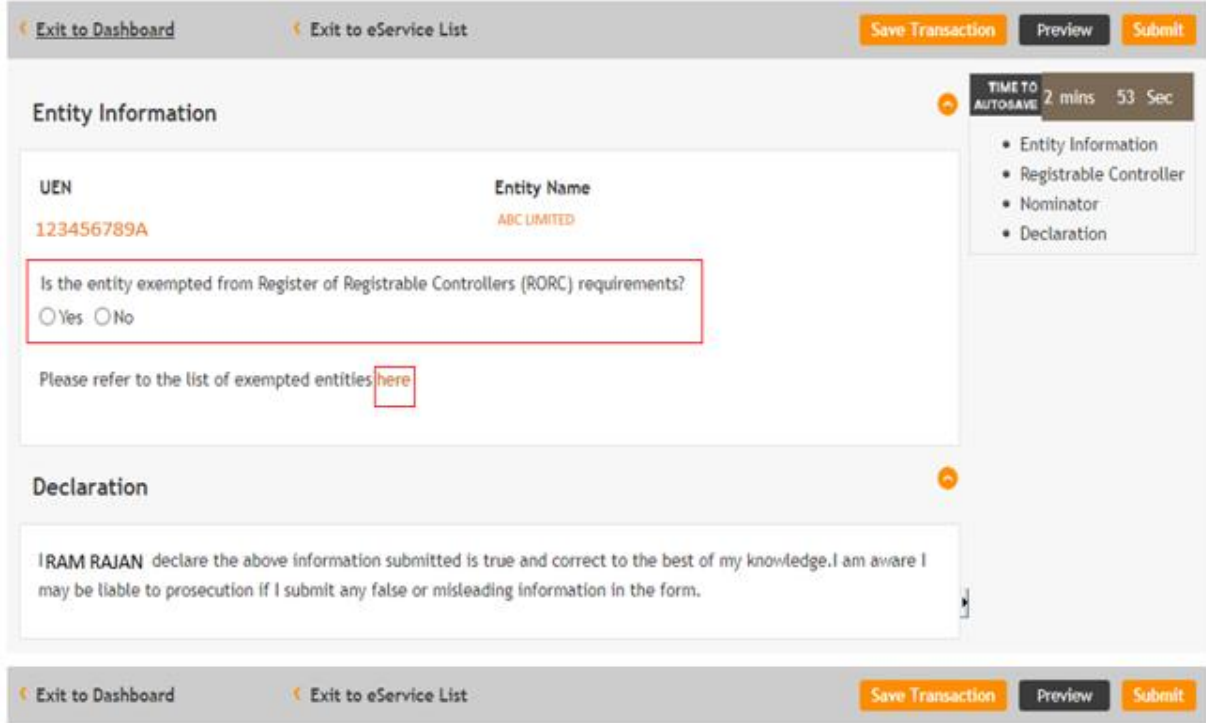
**success** ❌

Your transaction has been submitted successfully. The bulk upload results will be notified via email the following day.

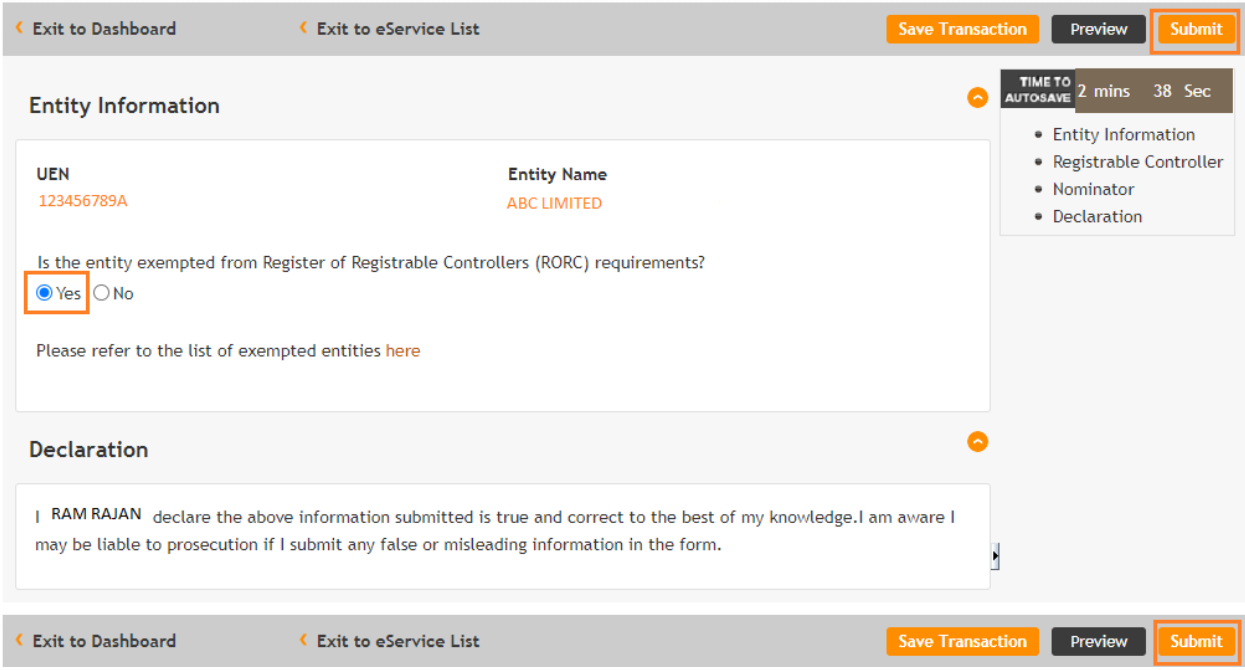
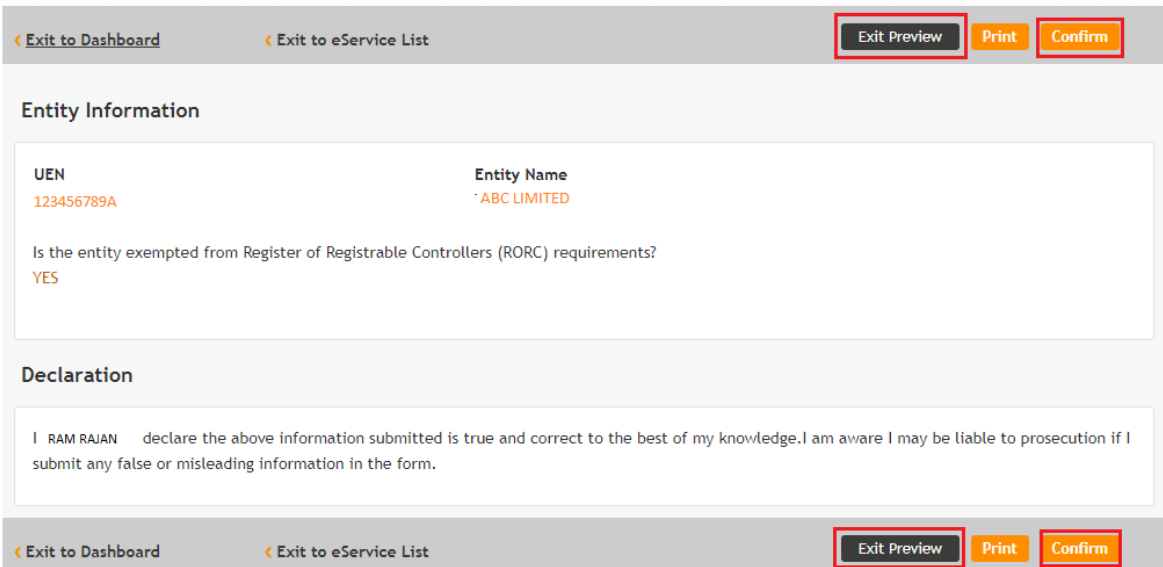
Transaction No G000042879

**Note:** Once the pop-up screen is closed, the Bulk Upload form will be refreshed to allow you to upload a new template if you wish to upload more records.

All bulk uploaded data will only be processed by system at the end of the day and lodger will receive an email notification on the results of the upload on the following day.

Steps	Descriptions
11.	<p>Select the 'Individual Upload' and enter the 'UEN'.</p> 
12.	<p>Select the option for 'Is the entity exempted from Register of Registrable Controllers (RORC) requirements?'</p> <p>If the option selected is 'Yes', proceed to step 13  If the option selected in 'No', proceed to step 15</p>  <p><b>Note:</b> To view the list of entities, click on the hyperlink <a href="#">here</a></p>



Steps	Descriptions
13.	<p>If you have selected 'Yes', there will be no need to provide any RORC information. Click on 'Submit'.</p> 
14.	<p>Verify all the details in the Preview page and click 'Confirm'; Otherwise click 'Exit Preview' and make the relevant changes before you submit the transaction.</p> <p>Proceed to step 25.</p> 

Steps	Descriptions
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15. If you have selected 'No', the Registrable Controller section is displayed. Click on 'Add Registrable Controller'.

**Update Register of Registrable Controller**

Exit to Dashboard    Exit to eService List    Save Transaction    Preview    Submit

**Entity Information** TIME TO AUTOSAVE 2 mins 18 Sec

- Entity Information
- Registrable Controller
- Nominator
- Declaration

UEN: 123456789A    Entity Name: ABC LIMITED

Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  
 Yes     No

Please refer to the list of exempted entities [here](#)

**Registrable Controller**

Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller <span>i</span>
No data to display.				

Add Registrable Controller    No Controller Identified

16. For individual controller, select the 'Category' as Individual.

**Registrable Controller**

Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller <span>i</span>
No data to display.				

**Category\***  
 Corporate     Individual

Add    Cancel

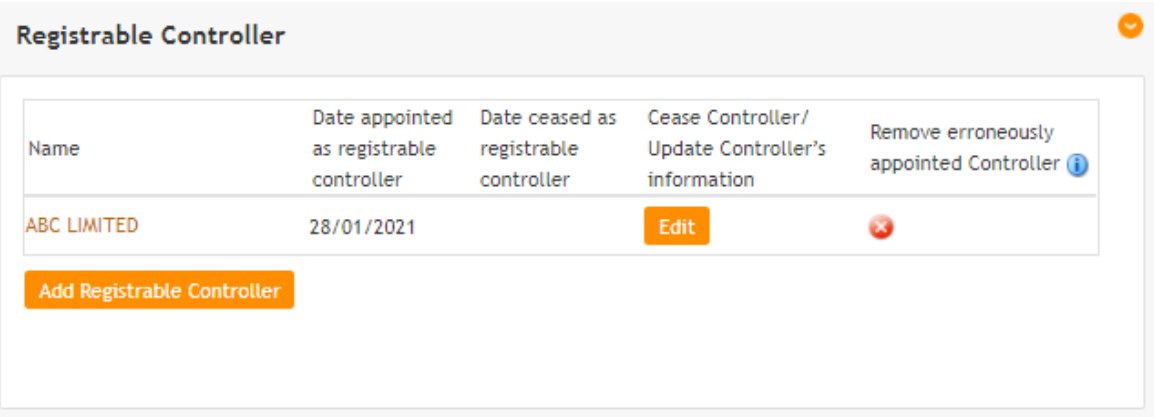
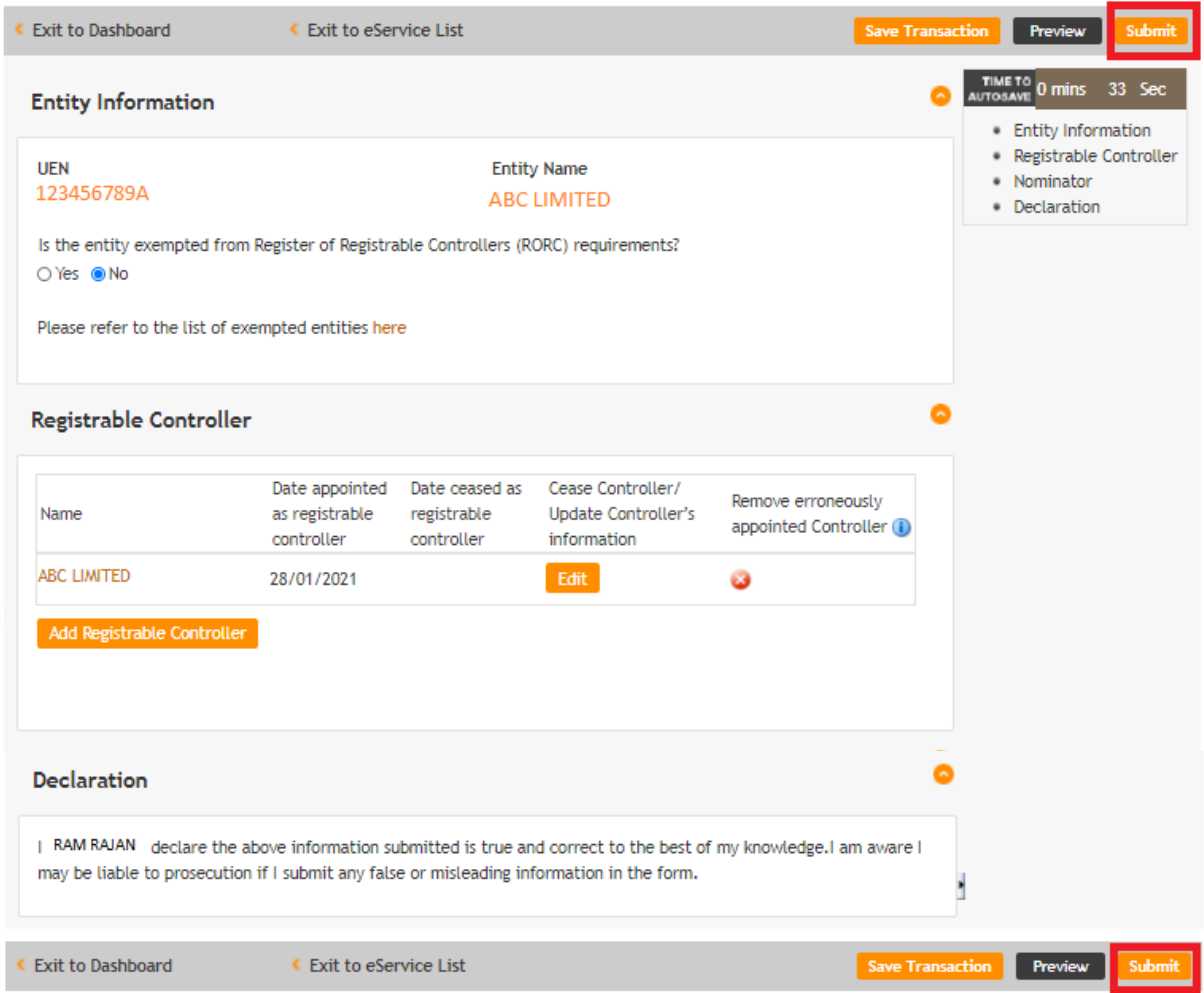
Steps	Descriptions
17.	<p data-bbox="251 296 1222 327">Enter the relevant information required and click on 'Add' command button.</p> <div data-bbox="267 380 1404 1711"> <p data-bbox="267 386 386 417">Category*</p> <p data-bbox="267 422 553 453"><input type="radio"/> Corporate <input checked="" type="radio"/> Individual</p> <p data-bbox="267 466 399 497">Full Name*</p> <p data-bbox="282 506 657 548">RAM RAJAN</p> <p data-bbox="267 560 407 592">Nationality*</p> <p data-bbox="282 600 657 642">SINGAPORE CITIZEN</p> <p data-bbox="267 655 440 686">Aliases (if any)</p> <p data-bbox="282 695 657 737"></p> <p data-bbox="267 749 482 781">Residential Address</p> <p data-bbox="267 785 435 816">Address Type*</p> <p data-bbox="267 821 654 852"><input checked="" type="radio"/> Local Address <input type="radio"/> Foreign Address</p> <p data-bbox="267 877 415 909">Postal Code*</p> <p data-bbox="282 917 423 959">079903</p> <p data-bbox="267 968 456 999">Block/House No.</p> <p data-bbox="267 1003 302 1035">10</p> <p data-bbox="267 1039 415 1071">Street Name</p> <p data-bbox="267 1075 415 1106">ANSON ROAD</p> <p data-bbox="267 1131 337 1163">Level</p> <p data-bbox="282 1171 383 1213">05</p> <p data-bbox="435 1131 488 1163">Unit</p> <p data-bbox="449 1171 537 1213">01</p> <p data-bbox="267 1211 516 1243">Building/Estate Name</p> <p data-bbox="267 1247 516 1278">INTERNATIONAL PLAZA</p> <p data-bbox="267 1312 623 1344">Date of becoming a controller*</p> <p data-bbox="282 1352 488 1394">28/01/2021</p> <p data-bbox="919 560 1401 592">Identity card Number or Passport Number*</p> <p data-bbox="933 600 1305 642">A123456789</p> <p data-bbox="919 655 1073 686">Date of Birth*</p> <p data-bbox="933 695 1133 737">08/01/1994</p> <p data-bbox="919 1312 1284 1344">Date of cessation as a controller</p> <p data-bbox="933 1352 1133 1394">DD/MM/YYYY</p> <p data-bbox="267 1451 716 1482">Confirmation by Registrable Controller*</p> <p data-bbox="267 1486 402 1518"><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p data-bbox="267 1535 651 1566">Supporting Document (if any) ⓘ</p> <p data-bbox="282 1575 667 1617">Choose File No file chosen</p> <p data-bbox="267 1633 492 1711"> <input type="button" value="Add"/> <input type="button" value="Cancel"/> </p> </div>

Steps	Descriptions										
18.	<p data-bbox="256 296 1539 359">Once added, the appointed registrable controller details will be updated in a tabular format. Click on Submit.</p> <div data-bbox="256 394 1485 1627"> <p><b>Update Register of Registrable Controller</b></p> <p>← Exit to Dashboard    ← Exit to eService List    Save Transaction    Preview    <b>Submit</b></p> <p><b>Entity Information</b> <span>TIME TO AUTOSAVE 1 mins 59 Sec</span></p> <ul style="list-style-type: none"> <li>Entity Information</li> <li>Registrable Controller</li> <li>Nominator</li> <li>Declaration</li> </ul> <p>UEN: 123456789A    Entity Name: ABC LIMITED</p> <p>Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  <input type="radio"/> Yes    <input checked="" type="radio"/> No</p> <p>Please refer to the list of exempted entities <a href="#">here</a></p> <p><b>Registrable Controller</b></p> <table border="1"> <thead> <tr> <th>Name</th> <th>Date appointed as registrable controller</th> <th>Date ceased as registrable controller</th> <th>Cease Controller/ Update Controller's information</th> <th>Remove erroneously appointed Controller</th> </tr> </thead> <tbody> <tr> <td>RAM RAJAN</td> <td>28/01/2021</td> <td></td> <td><b>Edit</b></td> <td></td> </tr> </tbody> </table> <p><b>Add Registrable Controller</b></p> <p><b>Last Updated</b> 29-JAN-21</p> <p><b>Declaration</b></p> <p>I DDEFGHT declare the above information submitted is true and correct to the best of my knowledge.I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> <p>← Exit to Dashboard    ← Exit to eService List    Save Transaction    Preview    <b>Submit</b></p> </div>	Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller	RAM RAJAN	28/01/2021		<b>Edit</b>	
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RAM RAJAN	28/01/2021		<b>Edit</b>								

Steps	Descriptions																	
19.	<p>Verify all the details in the Preview page and click 'Confirm'; Otherwise click 'Exit Preview' and make the relevant changes before you submit the transaction.</p> <p>Proceed to Step no. 25.</p> <div data-bbox="256 457 1526 1722" style="border: 1px solid #ccc; padding: 10px;"> <h3 style="text-align: center;">Update Register of Registrable Controller</h3> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <div style="display: flex; gap: 10px;"> <span style="border: 1px solid red; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid red; padding: 2px 5px;">Print</span> <span style="border: 1px solid red; padding: 2px 5px;">Confirm</span> </div> </div> <div style="margin-top: 10px;"> <h4>Entity Information</h4> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <b>UEN</b> 123456789A         </td> <td style="width: 50%; padding: 5px;"> <b>Entity Name</b> ABC LIMITED         </td> </tr> <tr> <td colspan="2" style="padding: 5px;">           Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  <b>NO</b> </td> </tr> </table> </div> <div style="margin-top: 10px;"> <h4>Registrable Controller [ 1 / 1 ]</h4> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <b>Category</b> Individual         </td> <td style="width: 50%; padding: 5px;"> <b>Nationality</b> SINGAPORE CITIZEN         </td> </tr> <tr> <td style="padding: 5px;"> <b>Full Name</b> RAM RAJAN         </td> <td style="padding: 5px;"> <b>Address Type</b> Local Address         </td> </tr> <tr> <td style="padding: 5px;"> <b>Identity card number or passport number</b> A123456789         </td> <td style="padding: 5px;"> <b>Local Address</b> 10 ANSON ROAD #05-01 INTERNATIONAL PLAZA Singapore 079903         </td> </tr> <tr> <td style="padding: 5px;"> <b>Aliases</b> </td> <td style="padding: 5px;"> <b>Date appointed as registrable controller</b> 28/01/2021         </td> </tr> <tr> <td style="padding: 5px;"> <b>Date of Birth</b> 08/01/1994         </td> <td style="padding: 5px;"> <b>Date ceased as registrable controller</b> </td> </tr> <tr> <td style="padding: 5px;"> <b>Confirmation by Registrable Controller</b> YES         </td> <td style="padding: 5px;"> <b>Supporting Document (if any)</b> </td> </tr> </table> </div> <div style="margin-top: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> <b>Last Updated</b> 29/01/2021         </td> </tr> </table> </div> <div style="margin-top: 10px;"> <h4>Declaration</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;">       I DDEFGH declare the above information submitted is true and correct to the best of my knowledge.I am aware I may be liable to prosecution if I submit any false or misleading information in the form.     </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px; margin-top: 10px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <div style="display: flex; gap: 10px;"> <span style="border: 1px solid red; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid red; padding: 2px 5px;">Print</span> <span style="border: 1px solid red; padding: 2px 5px;">Confirm</span> </div> </div> </div>	<b>UEN</b> 123456789A	<b>Entity Name</b> ABC LIMITED	Is the entity exempted from Register of Registrable Controllers (RORC) requirements? <b>NO</b>		<b>Category</b> Individual	<b>Nationality</b> SINGAPORE CITIZEN	<b>Full Name</b> RAM RAJAN	<b>Address Type</b> Local Address	<b>Identity card number or passport number</b> A123456789	<b>Local Address</b> 10 ANSON ROAD #05-01 INTERNATIONAL PLAZA Singapore 079903	<b>Aliases</b>	<b>Date appointed as registrable controller</b> 28/01/2021	<b>Date of Birth</b> 08/01/1994	<b>Date ceased as registrable controller</b>	<b>Confirmation by Registrable Controller</b> YES	<b>Supporting Document (if any)</b>	<b>Last Updated</b> 29/01/2021
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<b>Confirmation by Registrable Controller</b> YES	<b>Supporting Document (if any)</b>																	
<b>Last Updated</b> 29/01/2021																		

Steps	Descriptions										
20.	<p>For Corporate controller, select the 'Category' as Corporate.</p> <div data-bbox="256 359 1511 1562" style="border: 1px solid #ccc; padding: 10px;"> <h3 style="margin: 0;">Update Register of Registrable Controller</h3> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span>Submit</span> </div> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 10px;"> <div style="width: 70%;"> <h4>Entity Information</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>UEN</b> 123456789A</p> <p><b>Entity Name</b> ABC LIMITED</p> <p>Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Please refer to the list of exempted entities <a href="#">here</a></p> </div> </div> <div style="width: 25%; text-align: right;"> <p><b>TIME TO AUTOSAVE</b> 2 mins 41 Sec</p> <ul style="list-style-type: none"> <li>• Entity Information</li> <li>• Registrable Controller</li> <li>• Nominator</li> <li>• Declaration</li> </ul> </div> </div> <h4>Registrable Controller</h4> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 25%;">Name</th> <th style="width: 15%;">Date appointed as registrable controller</th> <th style="width: 15%;">Date ceased as registrable controller</th> <th style="width: 20%;">Cease Controller/ Update Controller's information</th> <th style="width: 25%;">Remove erroneously appointed Controller <span style="font-size: 0.8em;">?</span></th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">No data to display.</td> </tr> </tbody> </table> <p><b>Category*</b>  <input type="radio"/> Corporate <input type="radio"/> Individual</p> <p style="text-align: center;"> <span>Add</span> <span>Cancel</span> </p> <h4>Declaration</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p>I RAM RAJAN declare the above information submitted is true and correct to the best of my knowledge. I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px; margin-top: 10px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span>Submit</span> </div>	Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller <span style="font-size: 0.8em;">?</span>	No data to display.				
Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller <span style="font-size: 0.8em;">?</span>							
No data to display.											

Steps	Descriptions
21.	<p>Enter the relevant information required and click on 'Add' command button.</p> <p>Category*  <input checked="" type="radio"/> Corporate <input type="radio"/> Individual</p> <p>Entity Name*  <input type="text" value="ABC LIMITED"/></p> <p>ACRA issued UEN (if any) <input type="text" value="987654321A"/> Non ACRA issued UEN (if any) <input type="text"/></p> <p>Address Type*  <input checked="" type="radio"/> Local Address <input type="radio"/> Foreign Address</p> <p>Local Address  Postal Code*  <input type="text" value="079903"/> </p> <p>Block/House No.  10  Street Name  ANSON ROAD</p> <p>Level <input type="text" value="05"/> Unit <input type="text" value="01"/></p> <p>Building/Estate Name  INTERNATIONAL PLAZA</p> <p>Legal form of the registrable corporate controllers*   <input type="text" value="LOCAL COMPANY"/></p> <p>Jurisdiction which the registrable corporate controller is formed*  <input type="text" value="SINGAPORE"/></p> <p>Statute which the registrable corporate controller is formed or incorporated*   <input type="text" value="COMPANIES ACT"/></p> <p>Name of the corporate entity register of the jurisdiction in which the registrable corporate controller is formed or incorporated, (if any)   <input type="text" value="ABC LOCAL COMPANY"/></p> <p>Date of becoming a controller* <input type="text" value="28/01/2021"/>  Date of cessation as a controller <input type="text" value="DD/MM/YYYY"/> </p> <p>Confirmation by Registrable Controller*  <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Supporting Document (if any)   <input type="text" value="Choose File"/> No file chosen</p> <p><input type="button" value="Add"/> <input type="button" value="Cancel"/></p>

Steps	Descriptions
22.	<p>Once added, the appointed registrable controller details will be updated in a tabular format.</p> 
23.	<p>Review the details and click on 'Submit'.</p> 



Steps	Descriptions																								
24.	<p>Verify all the details in the Preview page and click on 'Confirm'; Otherwise, click on 'Exit Preview' to make the necessary changes.</p> <div data-bbox="256 405 1448 1751" style="border: 1px solid #ccc; padding: 10px;"> <h3 style="text-align: center;">Update Register of Registrable Controller</h3> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <div style="text-align: right;"> <span style="border: 1px solid #ccc; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Print</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Confirm</span> </div> </div> <div style="margin-top: 10px;"> <h4>Entity Information</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>UEN</b> 123456789A</td> <td style="width: 50%;"><b>Entity Name</b> ABC PRIVATE LIMITED</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">Is the entity exempted from Register of Registrable Controllers (RORC) requirements? NO</td> </tr> </table> </div> </div> <div style="margin-top: 10px;"> <h4>Registrable Controller [ 1 / 1 ]</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>Category</b> Corporate</td> </tr> <tr> <td colspan="2"><b>Entity Name</b> ABC LIMITED</td> </tr> <tr> <td><b>ACRA issued UEN (if any)</b> 987654321A</td> <td><b>Non ACRA issued UEN (if any)</b></td> </tr> <tr> <td colspan="2"><b>Address</b> 10 ANSON ROAD #05-01 INTERNATIONAL PLAZA Singapore 079903</td> </tr> <tr> <td colspan="2"><b>Legal form of the registrable corporate controllers</b> LOCAL COMPANY</td> </tr> <tr> <td colspan="2"><b>Jurisdiction which the registrable corporate controller is formed</b> SINGAPORE</td> </tr> <tr> <td colspan="2"><b>Statute which the registrable corporate controller is formed or incorporated</b> COMPANIES ACT</td> </tr> <tr> <td colspan="2"><b>Name of the corporate entity register of the jurisdiction in which the registrable corporate controller is formed or incorporated, (if any)</b> ABC LOCAL COMPANY</td> </tr> <tr> <td><b>Date appointed as registrable controller</b> 28/01/2021</td> <td><b>Date ceased as registrable controller</b></td> </tr> <tr> <td><b>Confirmation by Registrable Controller</b> YES</td> <td><b>Supporting Document (if any)</b></td> </tr> </table> </div> </div> <div style="margin-top: 10px;"> <h4>Declaration</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>I DGDFHFGH declare the above information submitted is true and correct to the best of my knowledge. I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px; margin-top: 10px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <div style="text-align: right;"> <span style="border: 1px solid #ccc; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Print</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Confirm</span> </div> </div> </div>	<b>UEN</b> 123456789A	<b>Entity Name</b> ABC PRIVATE LIMITED	Is the entity exempted from Register of Registrable Controllers (RORC) requirements? NO		<b>Category</b> Corporate		<b>Entity Name</b> ABC LIMITED		<b>ACRA issued UEN (if any)</b> 987654321A	<b>Non ACRA issued UEN (if any)</b>	<b>Address</b> 10 ANSON ROAD #05-01 INTERNATIONAL PLAZA Singapore 079903		<b>Legal form of the registrable corporate controllers</b> LOCAL COMPANY		<b>Jurisdiction which the registrable corporate controller is formed</b> SINGAPORE		<b>Statute which the registrable corporate controller is formed or incorporated</b> COMPANIES ACT		<b>Name of the corporate entity register of the jurisdiction in which the registrable corporate controller is formed or incorporated, (if any)</b> ABC LOCAL COMPANY		<b>Date appointed as registrable controller</b> 28/01/2021	<b>Date ceased as registrable controller</b>	<b>Confirmation by Registrable Controller</b> YES	<b>Supporting Document (if any)</b>
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25.	<p data-bbox="251 296 795 327">Acknowledgement page will be displayed.</p> <div data-bbox="251 359 1502 1102"> <h2 data-bbox="256 365 613 411">Acknowledgement</h2> <div data-bbox="1377 443 1446 485" style="text-align: right;">Print</div> <p data-bbox="256 548 430 569">Transaction Details</p> <table data-bbox="256 600 665 735"> <tr> <td data-bbox="256 600 479 653">UEN 123456789A</td> <td data-bbox="500 600 665 653">Entity Name ABC LIMITED</td> </tr> <tr> <td data-bbox="256 682 479 735">Transaction Number G000042943</td> <td data-bbox="500 682 665 735">Date &amp; Time 29/01/2021 14:15:12</td> </tr> </table> <table data-bbox="256 785 787 884"> <thead> <tr> <th data-bbox="256 785 673 814">Descriptions</th> <th data-bbox="673 785 787 814">Amount(SGD)</th> </tr> </thead> <tbody> <tr> <td data-bbox="256 825 673 877">APPOINTMENT / WITHDRAWAL / CHANGES OF REGISTRABLE CONTROLLER</td> <td data-bbox="673 825 787 877">0.00</td> </tr> </tbody> </table> <p data-bbox="1170 884 1487 913" style="text-align: right;"><b>Paid Amount SGD 0.00</b></p> <p data-bbox="256 951 402 972">Message Section</p> <p data-bbox="256 989 1219 1010">Your Update Register of Registrable Controller has been submitted successfully. To refile the transaction, please <a href="#">click here</a>.</p> <p data-bbox="256 1026 602 1050">Click <a href="#">Here</a> for the estimated processing time</p> <div data-bbox="1377 1062 1446 1104" style="text-align: right;">Print</div> </div>	UEN 123456789A	Entity Name ABC LIMITED	Transaction Number G000042943	Date & Time 29/01/2021 14:15:12	Descriptions	Amount(SGD)	APPOINTMENT / WITHDRAWAL / CHANGES OF REGISTRABLE CONTROLLER	0.00
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26.	<p>If an entity is not exempted from RORC requirements but is unable to identify any controller, click on “No Controller Identified”.</p> <div data-bbox="256 394 1523 1696" style="border: 1px solid #ccc; padding: 10px;"> <h3 style="text-align: center;">Update Register of Registrable Controller</h3> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span>Submit</span> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="width: 70%;"> <h4>Entity Information</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>UEN</b> 123456789A</p> <p><b>Entity Name</b> ABC PRIVATE LIMITED</p> <p>Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Please refer to the list of exempted entities <a href="#">here</a></p> </div> </div> <div style="width: 25%; text-align: right;"> <div style="border: 1px solid #ccc; padding: 2px; font-size: 8px; font-weight: bold;">TIME TO AUTOSAVE</div> <div style="font-size: 8px;">2 mins 33 Sec</div> <ul style="list-style-type: none"> <li>• Entity Information</li> <li>• Registrable Controller</li> <li>• Nominator</li> <li>• Declaration</li> </ul> </div> </div> <div style="margin-top: 10px;"> <h4>Registrable Controller</h4> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th style="width: 30%;">Name</th> <th style="width: 15%;">Date appointed as registrable controller</th> <th style="width: 15%;">Date ceased as registrable controller</th> <th style="width: 20%;">Cease Controller/ Update Controller's information</th> <th style="width: 20%;">Remove erroneously appointed Controller ⓘ</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">No data to display.</td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Registrable Controller</span> <span style="border: 2px solid red; padding: 2px;">No Controller Identified</span> </div> </div> <div style="margin-top: 10px;"> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>Last Updated</b> 20-JAN-20</p> </div> <h4>Declaration</h4> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>I DGDHFHGH declare the above information submitted is true and correct to the best of my knowledge. I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px; margin-top: 10px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span>Submit</span> </div> </div>	Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller ⓘ	No data to display.				
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27.	<p>Select the declaration and click on Submit.</p> <div data-bbox="256 359 1528 1759" style="border: 1px solid #ccc; padding: 10px;"> <h2 style="margin: 0;">Update Register of Registrable Controller</h2> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px;">Submit</span> </div> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 10px;"> <div style="width: 70%;"> <h3>Entity Information</h3> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>UEN</b> 123456789A</p> <p><b>Entity Name</b> ABC PRIVATE LIMITED</p> <p>Is the entity exempted from Register of Registrable Controllers (RORC) requirements?  <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Please refer to the list of exempted entities <a href="#">here</a></p> </div> <h3>Registrable Controller</h3> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th>Name</th> <th>Date appointed as registrable controller</th> <th>Date ceased as registrable controller</th> <th>Cease Controller/ Update Controller's information</th> <th>Remove erroneously appointed Controller <span style="font-size: 0.8em;">(i)</span></th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">No data to display.</td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <span>Add Registrable Controller</span> <span>No Controller Identified</span> </div> <p><input checked="" type="checkbox"/> The entity confirms that it is unable to identify any registrable controllers that meets the definition of a registrable controller as prescribed under the Companies Act (Cap. 50) or the Limited Liability Partnership Act (Cap. 163A).</p> </div> <div style="width: 25%; font-size: 0.8em; padding-left: 10px;"> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>TIME TO AUTOSAVE</b> 0 mins 4 Sec</p> <ul style="list-style-type: none"> <li>• Entity Information</li> <li>• Registrable Controller</li> <li>• Nominator</li> <li>• Declaration</li> </ul> </div> </div> </div> <div style="margin-top: 10px;"> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p><b>Last Updated</b> 20-JAN-20</p> </div> <h3>Declaration</h3> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p>I DGDFHFGH declare the above information submitted is true and correct to the best of my knowledge. I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px;"> <span>← Exit to Dashboard</span> <span>← Exit to eService List</span> <span>Save Transaction</span> <span>Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px;">Submit</span> </div> </div>	Name	Date appointed as registrable controller	Date ceased as registrable controller	Cease Controller/ Update Controller's information	Remove erroneously appointed Controller <span style="font-size: 0.8em;">(i)</span>	No data to display.				
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No data to display.											

Steps	Descriptions		
28.	<p>Verify all the details in the Preview page and click 'Confirm'; Otherwise click 'Exit Preview' and make the relevant changes before you submit the transaction.</p> <div data-bbox="256 426 1516 1205" style="border: 1px solid #ccc; padding: 10px;"> <h3 style="text-align: center;">Update Register of Registrable Controller</h3> <div style="display: flex; justify-content: space-between; align-items: center; border-bottom: 1px solid #ccc; padding-bottom: 5px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <div style="text-align: right;"> <span style="border: 1px solid #ccc; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Print</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Confirm</span> </div> </div> <div style="margin-top: 10px;"> <h4>Entity Information</h4> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>UEN</b> 123456789A</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>Entity Name</b> ABC PRIVATE LIMITED</p> </td> </tr> </table> <p style="margin-top: 10px;">Is the entity exempted from Register of Registrable Controllers (RORC) requirements? NO</p> <p>The entity confirms that it is unable to identify any registrable controllers that meets the definition of a registrable controller as prescribed under the Companies Act (Cap. 50) or the Limited Liability Partnership Act (Cap. 163A). YES</p> </div> </div> <div style="margin-top: 10px;"> <h4>Declaration</h4> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 5px;"> <p>I DGDFHFGH declare the above information submitted is true and correct to the best of my knowledge. I am aware I may be liable to prosecution if I submit any false or misleading information in the form.</p> </div> </div> <div style="display: flex; justify-content: space-between; align-items: center; border-top: 1px solid #ccc; padding-top: 5px; margin-top: 10px;"> <span>◀ Exit to Dashboard</span> <span>◀ Exit to eService List</span> <div style="text-align: right;"> <span style="border: 1px solid #ccc; padding: 2px 5px;">Exit Preview</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Print</span> <span style="border: 1px solid #ccc; padding: 2px 5px; margin-left: 5px;">Confirm</span> </div> </div> </div>	<p><b>UEN</b> 123456789A</p>	<p><b>Entity Name</b> ABC PRIVATE LIMITED</p>
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Steps	Descriptions								
29.	<p data-bbox="251 296 795 331">Acknowledgement page will be displayed.</p> <div data-bbox="251 359 1502 1108" style="border: 1px solid #ccc; padding: 10px;"> <h3 data-bbox="263 369 586 415">Acknowledgement</h3> <div data-bbox="263 436 1481 493" style="background-color: #f0f0f0; padding: 5px; text-align: right;"> <span data-bbox="1377 453 1437 480">Print</span> </div> <p data-bbox="263 548 433 573">Transaction Details</p> <table data-bbox="263 604 665 735"> <tr> <td data-bbox="263 604 487 661">UEN 123456789A</td> <td data-bbox="487 604 665 661">Entity Name ABC LIMITED</td> </tr> <tr> <td data-bbox="263 682 487 735">Transaction Number G000042911</td> <td data-bbox="487 682 665 735">Date &amp; Time 28/01/2021 20:08:32</td> </tr> </table> <table data-bbox="263 787 787 882"> <thead> <tr> <th data-bbox="263 787 665 819">Descriptions</th> <th data-bbox="665 787 787 819">Amount(SGD)</th> </tr> </thead> <tbody> <tr> <td data-bbox="263 829 665 882">APPOINTMENT/WITHDRAWAL/CHANGES OF REGISTRABLE CONTROLLER</td> <td data-bbox="665 829 787 882" style="text-align: right;">0.00</td> </tr> </tbody> </table> <p data-bbox="1169 892 1481 919" style="text-align: right;"><b>Paid Amount</b> SGD 0.00</p> <p data-bbox="263 951 407 976">Message Section</p> <p data-bbox="263 993 1218 1018">Your Update Register of Registrable Controller has been submitted successfully. To refile the transaction, please <a href="#">click here</a>.</p> <p data-bbox="263 1031 609 1056">Click <a href="#">Here</a> for the estimated processing time</p> <div data-bbox="263 1056 1481 1108" style="background-color: #f0f0f0; padding: 5px; text-align: right;"> <span data-bbox="1377 1073 1437 1100">Print</span> </div> </div>	UEN 123456789A	Entity Name ABC LIMITED	Transaction Number G000042911	Date & Time 28/01/2021 20:08:32	Descriptions	Amount(SGD)	APPOINTMENT/WITHDRAWAL/CHANGES OF REGISTRABLE CONTROLLER	0.00
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