Navigating the new Bizfile: File financial statements

The "File annual returns" eService allows you to submit annual filings for local companies, limited liability partnerships and foreign companies. Upon logging in and navigating to the "File annual returns" eService, Bizfile will automatically display the appropriate annual filing webform based on your entity type.

Step-by-step Instructions to filing financial statements for foreign company



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

Step 2: Select "Business User" to login via Corppass



Step 3: Upon redirection to the Singpass login page, enter Singpass ID and password or scan the QRcode via the Singpass app. After verification on Singpass, you will be automatically logged into Corppass.



Step 4: Select the entity you are transacting for before proceeding.

🞾 A Singapore	e Government Agency Website <u>How to identify</u> ~			
corppass				U ~
Select	tentity			
Search Entity	name or UEN/Entity ID Q			
Active (2)	Non-active (0)			
Company 1 (1937100018	93710001E Pte Ltd)	Company R05LP8421G Pte Ltd (R05LP8421G)		
		Page 1 of 1		
corppas	5			
Contact us St	are feedback Read FAQs		© 2024 Government of S	ingapore

Step 5: On the entity dashboard, click on the "Annual filing" tab on the mega menu.



Step 6: Under the "Foreign company" tab, select "File financial statements"

A Singapore Government Agency Website	How to identify~	
bizfile Making Singapore the best place for bu	iness ② WATERWORKS ▼ 🗹 🍹 → Dogout O	L.
Register 🔻 Manage 🔻	Annual filing A Deregister - Others - Buy information - Subscribe APIs -	
Annual filing Access eServices to file annual returns	annual declarations and financial statements	
Local company Foreign company	Foreign company eServices for annual filing and exemption for foreign company	
Limited liability partnership	File financial statements File financial statements File financial statements requirements	
	Extension of time Õ Apply for extension of time for financial statements	
You have 0 items pending you Action items created from 02	r action. Dec 2024 onwards will be displayed here.	Click here to chat with me.

Step 7: Click "Start" on the introduction page to begin the process.



Step 8: Verify the entity information is correct and up to date.

	A Singapore Government Agency Website How to identify ~	
I	Diztile Making Singapore the best place for business	ד בא איז Logout ב
	Register 👻 Manage 👻 Annual filing 👻 Deregister 👻 Others 👻 🛛 Bu	uy information 👻 📔 Subscribe APIs 👻
	Home > File financial statements	
	File financial statements	
	WATERWORKS SINGAPORE BRANCH T25FC0017H	
	1 3 Review entity information Financial statement details	onfirm Complete
	Review entity information Please review the company information and make sure it is up-to-date	Click here to
	Entity information	chat with me.
	Basic information	•

Step 9: Review the information and click "Proceed to file".

Dusiness activity (Frinary)			
Business activity 01113 - Growing of root crops			
Registered office address and	hours		
Registered office address 250 NORTH BRIDGE ROAD, RAFFLES CITY TOWER, SINGAPORE 179101	Office hours Ordinary business hours on each day except weekends and public holidays.		
Position holders		✓ Expand all _ △ Collapse all	
1. NATALIE TAY Director · FIN · F9173823A		~	
2. WILLOW RAISA MOO Authorised Representative	DRE NRIC (Citizen) · S9991522F	~	
			Click here to chat with me.
← Back		Proceed to file →	



Financial year end (FYE)	Ë	
Requirement to prepare financial st	tatements	
	Is the Foreign Company required to prepare financial statements in accordance with:	
	• the applicable listing rules of the Singapore or overseas securities exchanges on which the foreign company is listed on;	
	 accounting standards that are substantially similar to the Accounting Standards; or the applicable accounting standards in the foreign company's 	
	jurisdiction of incorporation	
	O Yes	
Operations in country of incorporat	tion	Click here to chat with me.
The foreign company can proceed to lodge its financial statements or unaudited summary financial statements if it meets any of the scenario below.	Attach the unaudited summary of financial statements (Director's statement)	9
the foreign company is required to prepare	1	1

Step 11: Indicate whether your foreign company is required to prepare financial statements. If you select "Yes", indicate the Annual General Meeting (AGM) date and attach the financial statements of the foreign company. If you select "No", continue to **Step 12**.

01 Mar 2025		
Requirement to prepare financial s	tatements	
	 Is the Foreign Company required to prepare financial statements in accordance with: the applicable listing rules of the Singapore or overseas securities exchanges on which the foreign company is listed on; accounting standards that are substantially similar to the Accounting Standards; or the applicable accounting standards in the foreign company's jurisdiction of incorporation 	
	Yes No Annual general meeting (AGM) date DD MMM YYYY	Click base in
Operations in country of incorpora	tion	chat with me.
The foreign company can proceed to lodge its financial statements or unaudited summary financial statements if it meets any of the scenario below.	Attach financial statements that have been prepared	9

When uploading your file, ensure the filename 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.

Step 12: Under the **Operations in country of incorporation** section, attach the Director's statement, Management accounts and Material accounting policies.

Operations in country of incorpora	tion	
The foreign company can proceed to lodge its financial statements or unaudited summary financial statements if it meets any of the scenario below.	Attach the unaudited summary of financial statements (Director's statement)	
• the foreign company is required to prepare financial statements in accordance with	☆	
 the applicable listing rules of the Singapore or overseas securities exchanges which the foreign company is listed on or, accounting standards that are substantially similar to the Accounting Standards; or the applicable accounting standards in the foreign company's jurisdiction of incorporation; or 	Drag and drop files here or <u>browse files</u> 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 5 file(s)	
 the foreign company is not required to prepare financial statements indicated above but is able to prepare an unaudited summary financial statements. 	Attach the unaudited summary of financial statements (Management accounts)	Click here to X
The foreign company can lodge the financial statements as part of its annual filing without the need to apply to ACRA.	①	chat with me.
<u>Associations</u>	Drag and drop files here or <u>browse files</u> to upload	
	Supported formats: PDF	-

Step 13: Indicate whether the Singapore branch is dormant.

Singapore branch			
All Singapore branches must prepare audited	Singapore branch is dormant (i)		
profit and loss accounts that comply with Accounting Standards, providing an accurate	• Yes	O No	
representation of their Singapore operations. They must also prepare audited statements showing their assets and liabilities arising out of its operations in Singapore, and submit these documents to ACRA unless exempted by the Registrar.	Please file the Singapore branch's Attach unaudited management accou	unaudited management accounts. nts for Singapore branch	
	1	<u>1</u>	
	Drag and drop files here	or <u>browse files</u> to upload	
	Supported Maximum file s	ormats: PDF ize: 5MB per file	
	Embedded images and files will not Consider masking any sensitive per as it could be part of reco	be scanned for personal information. sonal information before uploading, rds accessible to the public.	
	You may uplo	d up to 5 file(s)	Click here to × chat with me.
Register of controllers			 ()
Register of controllers is a register containing particulars of individuals or corporate entities	Is the entity exempted from the requin controllers?	ements to keep a register of	1

Step 14: For non-dormant branches, attach the Singapore branch's unaudited management accounts and provide the name of the auditor who audited and signed off the financial statements

Singapore branch				
All Singapore branches mus	t prepare audited Singapore branch is dorn	nant (i)		
profit and loss accounts that Accounting Standards, prov	t comply with riding an accurate	No No		
representation of their Sing They must also prepare aud showing their assets and lial its operations in Singapore, documents to ACRA unless Registrar.	 apore operations. ited statements itel statements itel statements itel statements please file the Singapore please file the Singapore 	pore branch's audited financial statements. branch's audited financial statement		
		企		
	Drag and dr	op files here or <u>browse files</u> to upload		
	Ν	Supported formats: PDF laximum file size: 5MB per file		
	Embedded images and Consider masking an as it could b	I files will not be scanned for personal infor y sensitive personal information before uple e part of records accessible to the public.	mation. bading,	
	ļ 	You may upload up to 5 file(s)		Click here to chat with me.
	Name of auditor who au	dited and signed off the financial statement	s	
	Rachel Chew			

Step 15: Indicate if the entity is exempt from the requirements to maintain a register of controllers. If exempt, select the application reason(s) for exemption.

Register of controllers			
Register of controllers is a register containing particulars of individuals or corporate entities who are controller of the company.	Is the entity exempted from the requirements to keep a register of controllers?		
	Reason for entity's exemption from the requirements to keep a regist controllers	er of	
	(a) Entity is a foreign company that is a Singapore financial institution	 ▼ ▼ 	
	(b) Entity is a foreign company that is a wholly-owned subsidiary of a foreign company that is a Singapore financial institution	\otimes	
	(c) Entity is a company which shares are listed on a securities exchange in a country or territory outside Singapore and which is subject to regulatory disclosure requirements; and requirements relating to adequate transparency in respect of its beneficial owners, imposed through stock exchange rules, law or other enforceable means	· · · · · · · · · · · · · · · · · · ·	Click here to chat with me.
← Back	Sat	ve draft Next 🔿	(2)

Step 16: If the entity is required to maintain a register of controllers, indicate where the register of the controller is kept.

	Uploaded - 165.2 KB Name of auditor who audited and signed off the financial statements Rachel Chew		
Register of controllers			
Register of controllers is a register containing particulars of individuals or corporate entities who are controller of the company.	Is the entity exempted from the requirements to keep a register of controllers? Yes Location where the register of controller is kept Registered office of the Foreign Company Registered office of a corporate service provider appointed by the Foreign Company for the purpose of keeping the register of controllers		
← Back	Save draft	t Next >	Click here to chat with me.

Step 17: Click "Next" to proceed

	Uploaded - 165.2 KB		
	Name of auditor who audited and signed off the financial statements		
	Rachel Chew		
Register of controllers			
Register of controllers is a register containing particulars of individuals or corporate entities	Is the entity exempted from the requirements to keep a register of controllers?		
who are controller of the company.	O Yes		
	Location where the register of controller is kept		
	Registered office of the Foreign Company		
	Registered office of a corporate service provider appointed by the Foreign Company for the purpose of keeping the register of controllers		
← Back	Save draf	t Next →	Click here to chat with me.

Step 18: Review all information carefully before submission.

Home > File financial stateme	ents				
File financia waterworks singapo T25FC0017H	al statements DRE BRANCH			e	
1 Review entity information	2	3 Review and confirm	Comp) lete	
Review and con Please review the informat	nfirm				
Entity profile					
Basic information UEN T25FC0017H	Entity name WATERWORKS SINGAPORE BRANCH	Entity type Foreign Company Branch	Entity status Live Company		Click here to chat with me.
Date of registration					

Step 19: Tick the checkbox to complete the declaration and click "Next" to proceed to payment.

Register of controllers					
Is the entity exempted from the requirements to keep a register of controllers? No	Location where the register controller is kept Registered office of the For Company	r of teign			
I, WILLOW RAISA MOORE, de to prosecution if I submit false	eclare the above information s or misleading information in	submitted is true and correct to the be this application/transaction.	st of my knowledge. I am aware I m	ay be liable	
← Back				Next →	Click here to chat with me.
					•
ACCOUNTING AND CORPORATE REGULATORY AUTHORITY	About UsFeedback	News Room Contact Us	E Guides		
Report vulnerability Privacy statem	ent Terms of use Sitema	р			

Step 20: You will be directed to the payment summary page. Select the payment method and click "Make payment" to complete the transaction.

Complete your payment before 5:30PM 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 Wish Hint S220 07/29 · Visa Default
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Step 21: Upon successful submission, you will receive an acknowledgement message.

Home > File financial statements				
File financial waterworks singapori t25fc0017h	statements BRANCH		\$	
1 Review entity information	C Financial statement details	Review and confirm	Complete	
	Transaction submi	tted successfully more details by clicking button belo Transaction	w	Click here to chat with me. ×
UEN	Transaction ID	Transaction name	Date and time	

Step 22: A notification will be sent to your Bizfile Inbox with a link to download the free Business Profile for the entity.

Home > Inbox	
Inbox	
← All messages	
Financial Statements successfully submitted	
Dear Sir/Madam, Entity UEN: T25FC0017H Entity name: WATERWORKS Transaction name: File Annual Returns/ Declarations and Financial Statements 	
Transaction number: T250005882 You have successfully filed financial statements for WATERWORKS on 03 Mar 2025 for 03 Mar 2025. Download the free Business Profile of this entity via link.	
Accounting and Corporate Regulatory Authority (ACRA)	
	Click here to chat with me.