

Here are the documents we will require to process your request if:

- i. You only have a housing loan on the property AND
- ii. The property is for your own stay

1. Documents required	<ol style="list-style-type: none">a) Singaporean/ Permanent resident :<ul style="list-style-type: none">- Front and Back copy of NRICb) Foreigners (for non-NRIC holders)<ul style="list-style-type: none">- Latest utilities bill from Singapore Power services
2. IRAS “My Property Portfolio” Page	<p><u>Steps to retrieve IRAS “My Property Portfolio” page</u></p> <p>Log on to IRAS Website at www.iras.gov.sg</p> <ul style="list-style-type: none">• Click on “LOGIN” on the top right corner of the page• Click on “Login to myTax Portal”• Select Login for “Personal Tax Matters” with your “SingPass” or “IRAS PIN”• Search for “Property” on the top panel• Click on “View My Property Portfolio / Change mailing address”• Click on the property address that is “owner- occupied”• Print out the page that indicates “Tax rate: Owner-Occupier”. <p><i>* Kindly note the printout to indicate date of printing and reflects IRAS logo</i></p>