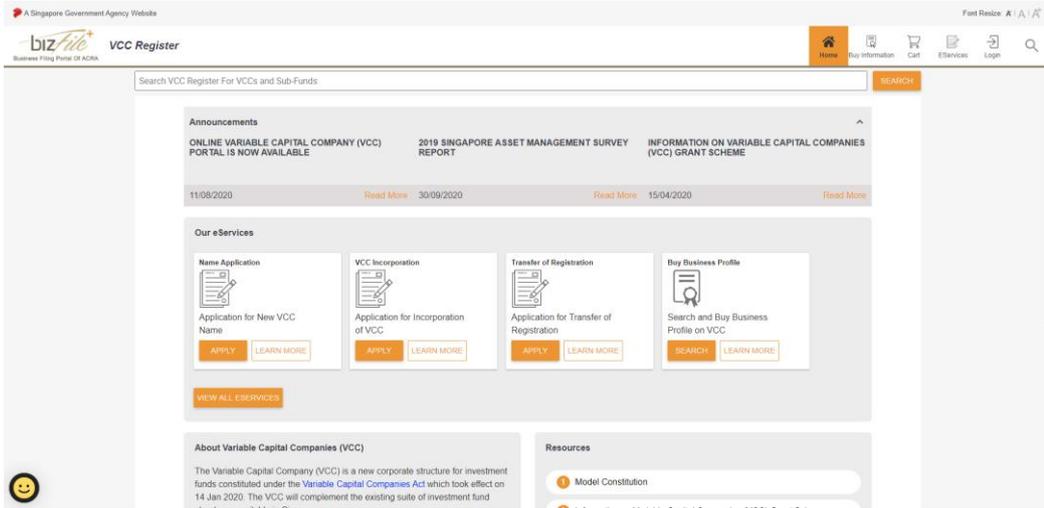
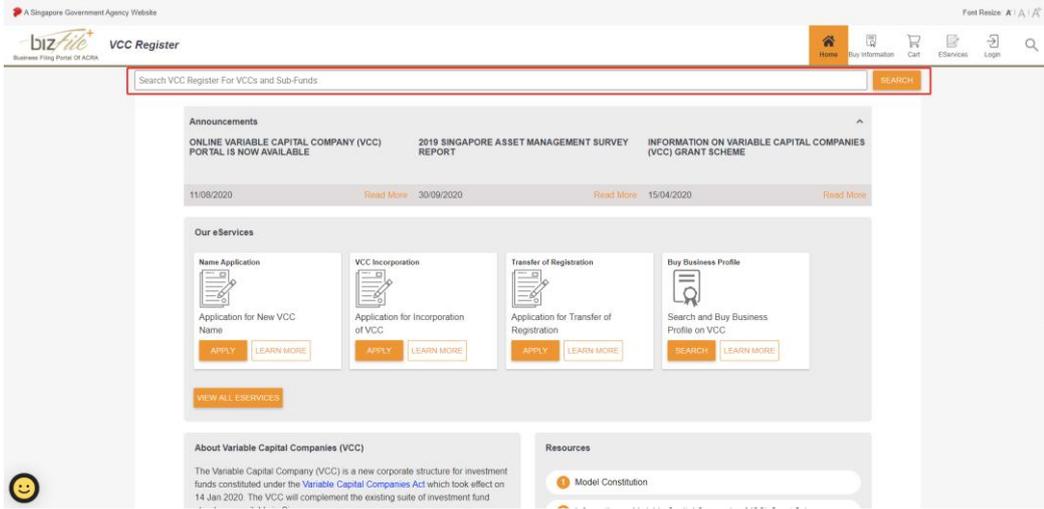
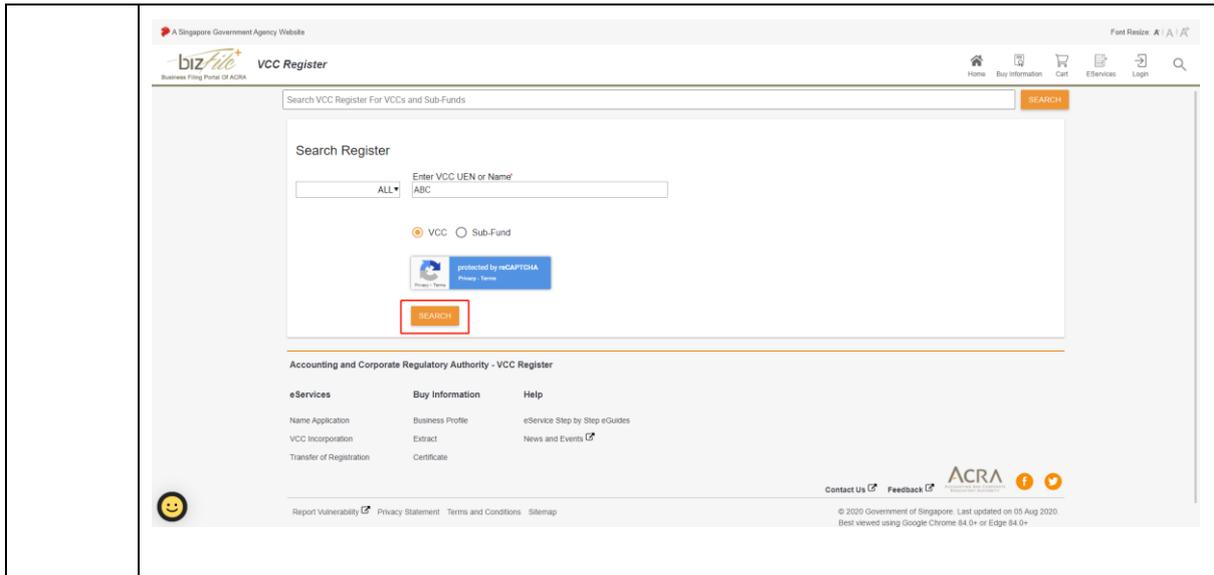
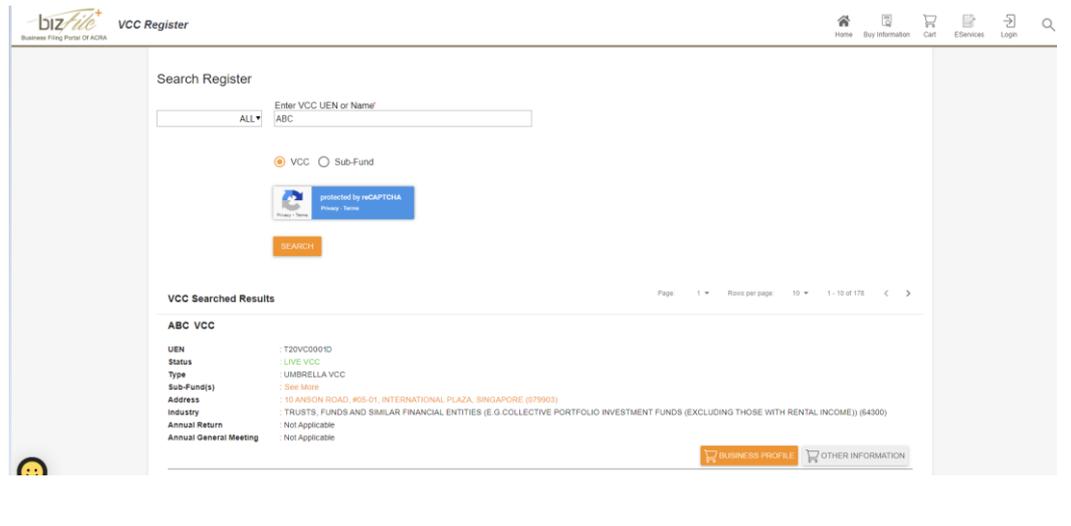


Step by Step Guide for VCC iShop Purchases

Steps	Description
1.	<p>Go to www.vcc.bizfile.gov.sg.</p> 
2.	<p>Navigate to Search Register to do a VCC or Sub-Fund search. Enter either UEN or VCC/Sub-Fund name and click on 'Search'.</p> 
3.	<p>System will be redirected to Search Register page with UEN/VCC/Sub-Fund search input in the search field. Click on "Search", to perform VCC/Sub-Fund search.</p>



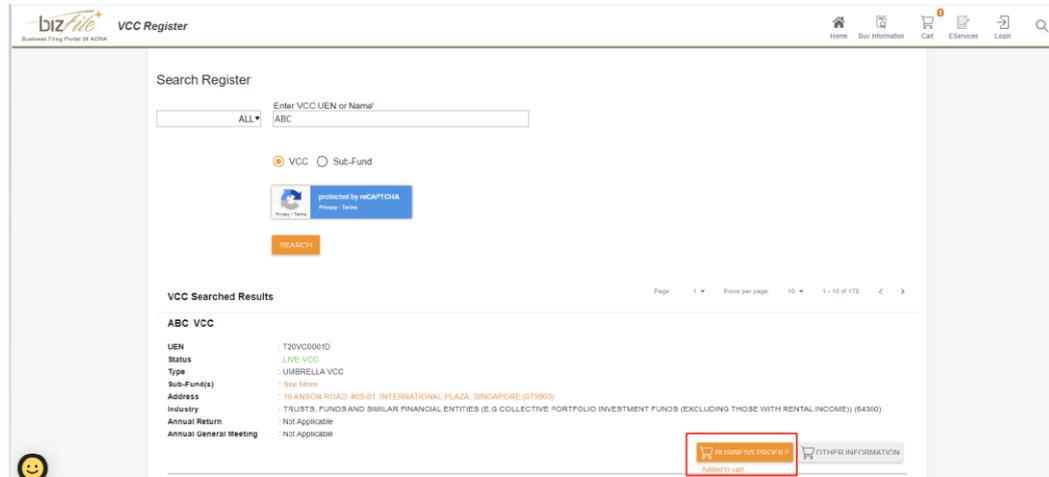
4. System will display the matching search results based on the entered keyword.



5.

Buy Business Profile

Click on 'Business Profile' to add Business Profile to cart. A message will be displayed to show the selected item has been added to cart.



Refer to Step 12-20 to complete the rest of the purchase flow.

6.

Refer to the respective iShop Product section in the table below for more information.

Product	Who can buy?	Conditions	Refer to section
Buy Business Profile	Everyone		Refer to step 5.
Buy Extracts	Everyone		Refer to step 7.
Buy Certified Extracts	Everyone		
Certificate Confirming Incorporation of Variable Capital Company	Only Authorized Officers/CSP upon login	For incorporated VCC	Refer to step 11.
Certificate Confirming Registration By Transfer of Variable Capital Company	Only Authorized Officers/CSP upon login	For re-domiciled VCC	

7.

Buy Extract

Click on 'Other Information' to expand search first and locate the extract search module.

The screenshot displays the bizFile VCC Register interface. At the top, the logo 'bizFile VCC Register' is visible on the left, and navigation links for Home, Buy Information, Cart, EServices, and Login are on the right. The main content area is titled 'VCC Searched Results' and shows details for 'ABC VCC'. The details include: LIEN: T20V0001D; Status: LIVE VCC; Type: UMBRELLA VCC; Sub-Fund(s): See Main; Address: 10 ANSON ROAD, #02-01, INTERNATIONAL PLAZA, SINGAPORE (049903); Industry: TRUSTS, FUNDS AND SIMILAR FINANCIAL ENTITIES (E.G. COLLECTIVE PORTFOLIO INVESTMENT FUNDS (EXCLUDING THOSE WITH RENTAL INCOME)) (64300); Annual Return: Not Applicable; Annual General Meeting: Not Applicable. A red box highlights the 'OTHER INFORMATION' link. Below this is the 'iShop Products' section with a table:

Information Product	Sample	Fee (SGD)
Business Profile (VCC)	(PDF:114KB)	5.50

An 'Added to cart' icon is next to the product. Below the table is the 'Extracts of Filings Search' form, which is also highlighted with a red box. The form includes fields for Transaction Date Range, Transaction Period (From and To), Transaction No, and Category, along with 'SEARCH' and 'CLEAR' buttons.

8.

Input one of the following search criteria's and click 'Search'

- Transaction Date Range
- Transaction Period
- Transaction No
- Category

iShop Products

Information Product	Sample	Fee (SGD)
Extracts of Filings Search		
Transaction Date Range	: Last 1 Year	
Transaction Period	From:	To:
Transaction No	:	
Category	:	
		<input type="button" value="SEARCH"/>
		<input type="button" value="CLEAR"/>

Note:

Only the relevant extracts of the VCC will be displayed in accordance with the VCC Act, Constitution and Annual Return documents are not available for sale.

Transaction No.	Transaction Description	Extract	Extract (With e-Certification)
V200000002	Application for Incorporation of VCC Receipt No : AVCC200000000002 Transaction Date : 13/01/2020 Lodged By : S0000000D		
 V200000001	Application for New VCC Name Receipt No : AVCC200000000001 Transaction Date : 13/01/2020 Lodged By : S0000000D		

The clip icon next to the 'Transaction No.' represents Extract with attachment(s).

To purchase Extract without eCertification, click on icon (highlighted in blue) under "**Extract**" column.

To purchase Extract with eCertification, click on icon (highlighted in red) under "**Extract (With eCertification)**" column.

Note: If there is a need to do another extract search with criteria, remember to clear the current criteria by clicking "Clear" button.

9.

Click on 'Icon' to add an Extract to cart.

iShop Products

Information Product	Sample	Fee (SGD)
---------------------	--------	-----------

Extracts of Filings Search

Transaction Date Range : Last 1 Year

Transaction Period From: To:

Transaction No :

Category :

SEARCH **CLEAR**

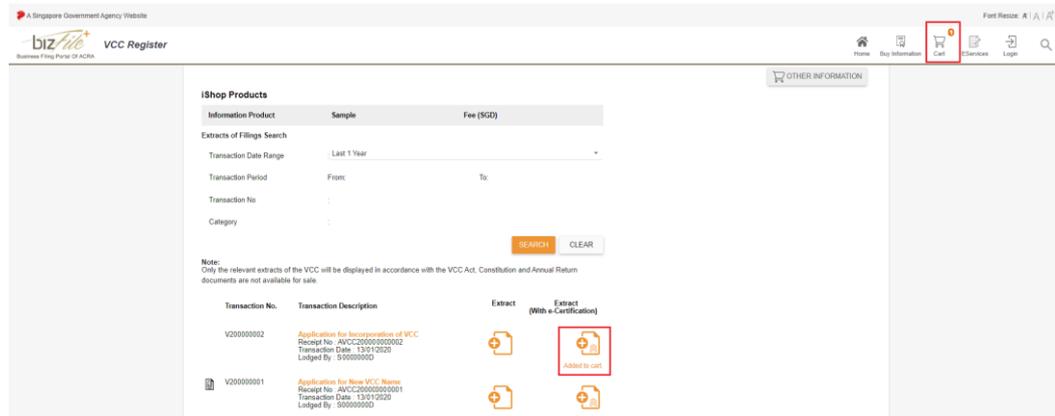
Note:

Only the relevant extracts of the VCC will be displayed in accordance with the VCC Act, Constitution and Annual Return documents are not available for sale.

Transaction No.	Transaction Description	Extract	Extract (With e-Certification)
V20000002	Application for Incorporation of VCC Receipt No : AVCC200000000002 Transaction Date : 13/01/2020 Lodged By : S0000000D		
V20000001	Application for New VCC Name Receipt No : AVCC200000000001 Transaction Date : 13/01/2020 Lodged By : S0000000D		

10.

After clicking on 'Add to Cart', a message will be displayed to show the selected item has been added to cart.



Refer Step 12-20 for the rest of the purchase flow.

11.

Buy Certificate

You may view the availability of VCC Certificates under iShop Products section. To view and buy statutory certificate, you need to do a profile login first and click on “Add To Cart” button of the certificate.

ACY VCC
 UEN : T20VC0001D
 Status : LIVE VCC
 Type : UMBRELLA VCC
 Sub-Fund(s) : See More
 Address : 50 RAFFLES PLACE #01-01 SINGAPORE (048623)
 Industry : TRUSTS, FUNDS AND SIMILAR FINANCIAL ENTITIES (E.G.COLLECTIVE PORTFOLIO INVESTMENT FUNDS (EXCLUDING THOSE WITH RENTAL INCOME)) (64300)
 Annual Return : Not Applicable
 Annual General Meeting : Not Applicable

OTHER INFORMATION

iShop Products

Information Product	Sample	Fee (SGD)	
Business Profile (VCC)	(PDF, 205KB)	5.50	
Certificate Confirming Incorporation of Variable Capital Company	(PDF, 112KB)	50.00	

Refer to the **Step 6 – Certificate** section for more details.

12.

Click on ‘Cart’ to view the cart items.

The screenshot shows the iShop Products page. At the top right, there is a navigation bar with icons for Home, Buy Information, Cart (highlighted with a red box and a '3' notification), EServices, and Login. Below the navigation bar is a search bar and a 'Font Resize' option. The main content area is titled 'iShop Products' and contains a search filter for 'Extracts of Filings Search' with a dropdown menu set to 'Last 1 Year'. Below the search filter are fields for 'Transaction Date Range', 'Transaction Period', 'Transaction No.', and 'Category', along with 'SEARCH' and 'CLEAR' buttons. A note states: 'Only the relevant extracts of the VCC will be displayed in accordance with the VCC Act, Constitution and Annual Return documents are not available for sale.' Below the note is a table with columns for 'Transaction No.', 'Transaction Description', 'Extract', and 'Extract (With e-Certification)'. Two transactions are listed: 'V20000002' (Application for Incorporation of VCC) and 'V20000001' (Application for New VCC Name). Both have 'Added to cart.' status.

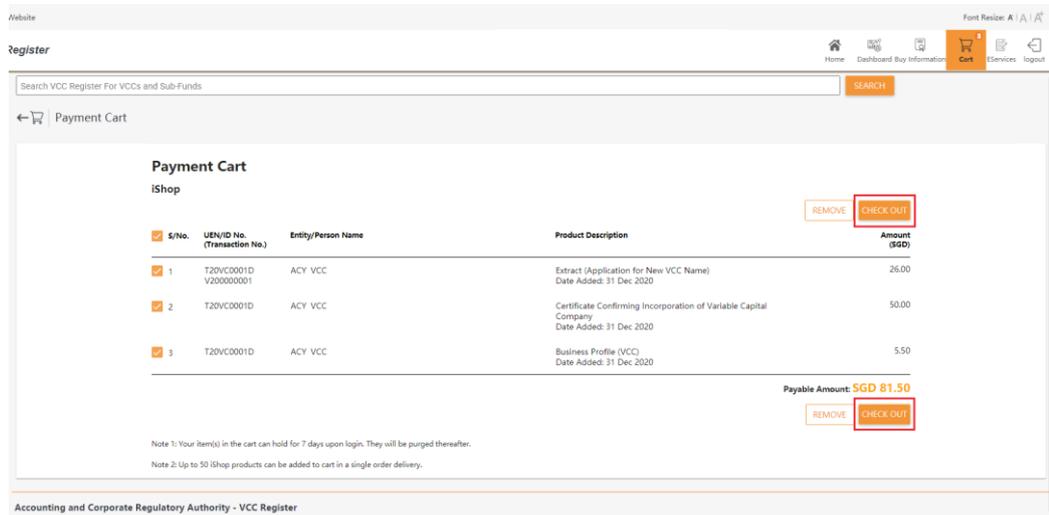
13.

System redirects to ‘Payment Cart’ screen.

The screenshot shows the 'Payment Cart' screen. At the top, there is a search bar for 'Search VCC Register For VCCs and Sub-Funds' and a 'SEARCH' button. Below the search bar is a navigation bar with icons for Home, Dashboard Buy Information, Cart (with a '3' notification), EServices, and Logout. The main content area is titled 'Payment Cart' and 'iShop'. It contains a table with columns for 'S/No.', 'UEN/ID No. (Transaction No.)', 'Entity/Person Name', 'Product Description', and 'Amount (SGD)'. Three items are listed: '1' (Extract (Application for New VCC Name)), '2' (Certificate Confirming Incorporation of Variable Capital Company), and '3' (Business Profile (VCC)). Below the table, the 'Payable Amount' is shown as 'SGD 81.50'. There are 'REMOVE' and 'CHECK OUT' buttons for each item and at the bottom right. A note at the bottom states: 'Note 1: Your item(s) in the cart can hold for 7 days upon login. They will be purged thereafter. Note 2: Up to 50 iShop products can be added to cart in a single order delivery.'

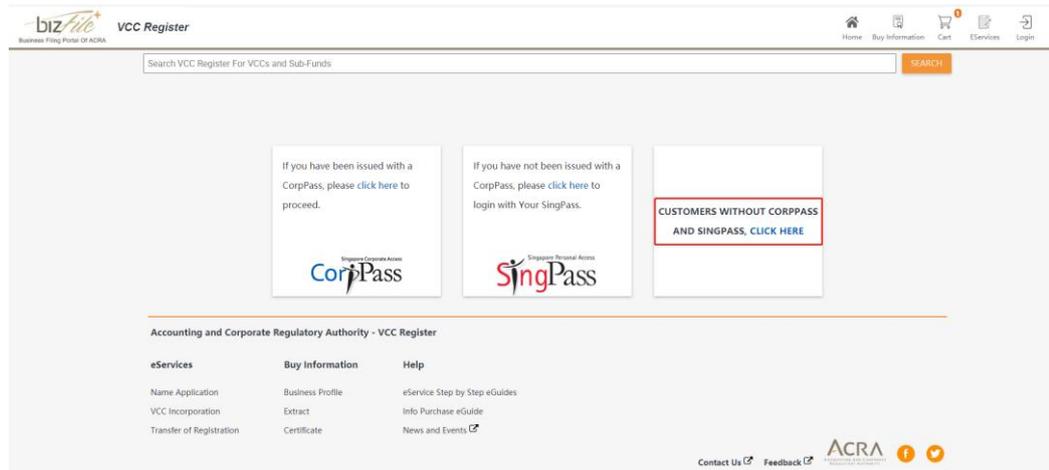
14.

Click on 'Check Out'. If You have already logged in, please skip step 15 and proceed to step 16.



15.

A prompt will appear for Login Selection. You may opt to Login via CorpPass/SingPass. If You do not have a CorpPass or SingPass, You may select 'Customer without Corpass/SingPass', Click Here' option.



16.

System redirects to 'Requestor Information' screen.

Website

Font Resize: A | A | A

register

Home Dashboard Buy Information Cart EServices Logout

Search VCC Register For VCCs and Sub-Funds SEARCH

← Requestor Information

Requestor Information

Name: ABC LIM

Email: ISHOP@ACRA.GOVSG

Delivery Email Address: ISHOP@ACRA.GOVSG

Please ensure your given email address is valid and correct for product delivery

I have read and accept the terms and conditions.

CONFIRM

Accounting and Corporate Regulatory Authority - VCC Register

Note: - Please ensure that your delivery email address is valid and correct for Product Delivery. No refund will be granted for wrong email address entered.

17.

Enter the requestor's information and click 'Confirm' to proceed.

Website

Font Resize: A | A | A

register

Home Dashboard Buy Information Cart EServices Logout

Search VCC Register For VCCs and Sub-Funds SEARCH

← Requestor Information

Requestor Information

Name: ABC LIM

Email: ISHOP@ACRA.GOVSG

Delivery Email Address: ISHOP@ACRA.GOVSG

Please ensure your given email address is valid and correct for product delivery

I have read and accept the terms and conditions.

CONFIRM

Accounting and Corporate Regulatory Authority - VCC Register

18.

Review the items and click on 'Make Payment'.

egister

Home Dashboard Buy Information Cart EServices Logout

Search VCC Register For VCCs and Sub-Funds SEARCH

← Review

Review

iShop
Note that «iSHOP@ACRA.GOV.SG» is specified by you for the purpose of information purchase delivery.
Please review your intended purchase(s) before making payment. There will be no refund for wrong purchase(s).

UEN/ID No. (Transaction No.)	Entity/Person Name	Product Description	Delivery Mode (Status)	Amount (SGD)
T20VC0001D V20000001	ACY VCC	Extract (Application for New VCC Name) Date Added: 31 Dec 2020	EMAIL	26.00
T20VC0001D	ACY VCC	Certificate Confirming Incorporation of Variable Capital Company Date Added: 31 Dec 2020	EMAIL	50.00
T20VC0001D	ACY VCC	Business Profile (VCC) Date Added: 31 Dec 2020	EMAIL	5.50

Payable Amount: **SGD 81.50**

Message Section
Please note down your Agency Reference Number (ARN) at the next page.
An acknowledgment will be provided upon successful payment.
For failed transaction ACRA will refund the transaction amount within 30 days for any deduction made from your payment account.

19.

System will redirect to payment page. Please select choice of payment mode and input your details accordingly.

Transaction Details

ARN Reference Number: VCC2020022000002
Total Amount: SGD 15.00

Important Notice:
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.

Payment Methods

- NETS Pay with eNets
- Pay with eNets
- VISA
- PayPal
- Google Pay

Important: Please do not use your BACK or RELOAD/REFRESH browser functions or CLOSE your browser while using this service

Cancel Payment

© Accounting and Corporate Regulatory Authority. All Rights Reserved.

Transaction Details

ARN Reference Number: VCC20200220001
Total Amount: SGD 15.00

Important Notice:
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.

Payment Methods

- NETS Pay with eNets
- Card Number: 1111 1111 1111 1111
CVV: 123
Expiration Date: 10/2019
Pay with card
- PayPal
- Google Pay

20.

Upon successful payment made, system will display the acknowledgment page. When this screen turns from grey to white in colour, You will be able to download the purchases in a zipped file by clicking the 'download' link.

bizfile VCC Register
Business Filing Portal Of ACRA

Home Buy Information Cart EServices Login

Search VCC Register For VCCs and Sub-Funds **SEARCH**

Acknowledgement

Confirmation
Your payment has been received successfully.

ARN Reference Number **Receipt Number**
A1VCC200002000001

EP Reference No. **Date & Time**
15/01/2020 20:55:31

Paid Via
iShop
Products will be delivered to TEST@TEST.COM within 15 minutes. Alternatively, click [download](#) here

UEN/ID No. (Transaction No.)	Entity/Person Name	Product Description	Amount (SGD)
T20VCC0001A VE20000040	AAA VCC	Extract (Application for Incorporation of VCC) (Extract Transaction No.: V200000006)	11.00
T20VCC0001A VE20000041	AAA VCC	Certification for Extract (Extract Transaction No.: V200000006)	3.00
T20VCC0001A V20000003	AAA VCC	Business Profile (VCC)	5.50

Paid Amount: SGD 19.50
PRINT **VIEW RECEIPT**

21.

The customer will also receive the below email with instructions to download the product.

Note: The download link is valid for 7 days from the date of purchase.

Subject - iShop@VCC Register - Instant Information (Receipt No: AVCC200115000001)

Dear Sir/Mdm,

YOUR ORDER IS READY FOR DOWNLOAD.

Thank you for your purchase(s).

Please download your product(s) by **15/01/2020 21:20:11** by clicking [here](#).

Your order summary is as follows:

Entity Name UEN/ID	Product Description	Amount Paid (SGD)	Order Status / Transaction No.
ABC VCC T20VC0001A	Extract (Application for New VCC Name) (V200000001-28/10/2020)	11.00	Email Delivered VE20000001
ABC VCC T20VC0001A	Certification for Extract (V200000001-15/01/2020)	2.00	Email Delivered VE20000002
ABC VCC T20VC0001A	Extract (Application for Incorporation of VCC) (V200000002-15/01/2020)	11.00	Email Delivered VE20000003
ABC VCC T20VC0001A	Business Profile (VCC)	5.50	Email Delivered VI20000004

Action Required:

- Please download your purchase(s) within 7 days from the date of purchase. There will be no replacement or refund after the link expiry date.

Useful Information:

1. Visit [iShop Homepage](#) for other product information.

Requestor's Name : ABC LIM

Date of Request : 15/01/2020

Yours sincerely

Accounting and Corporate Regulatory Authority (ACRA)

This is a system-generated email. Please do not reply to this email.