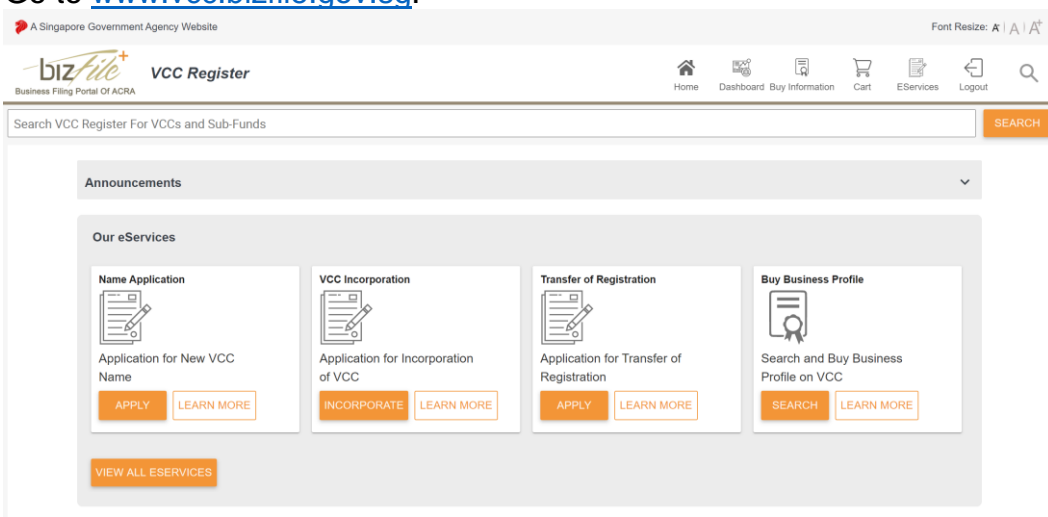
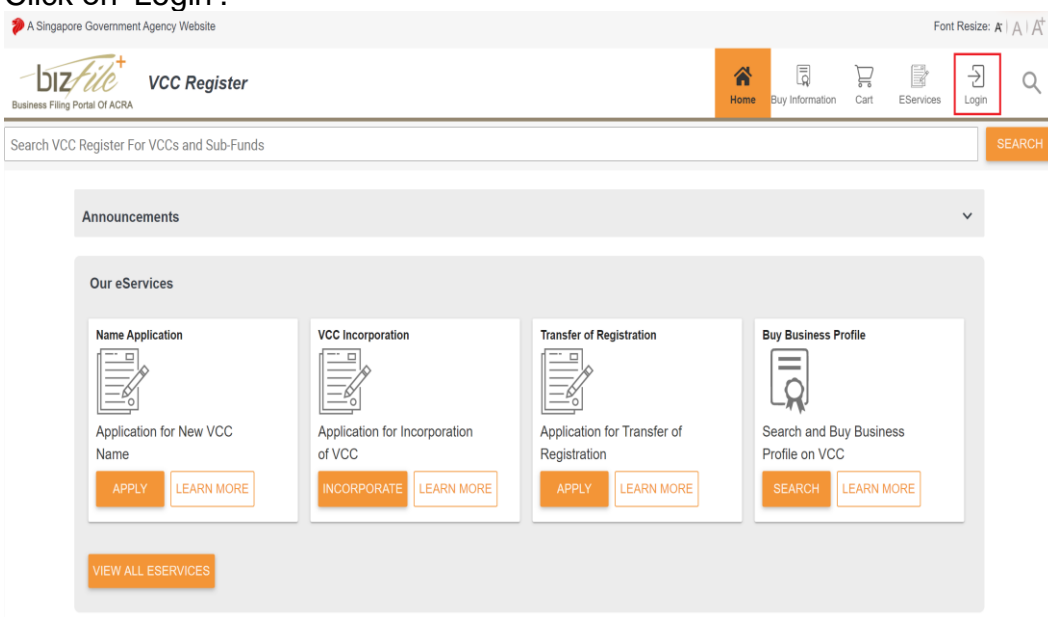
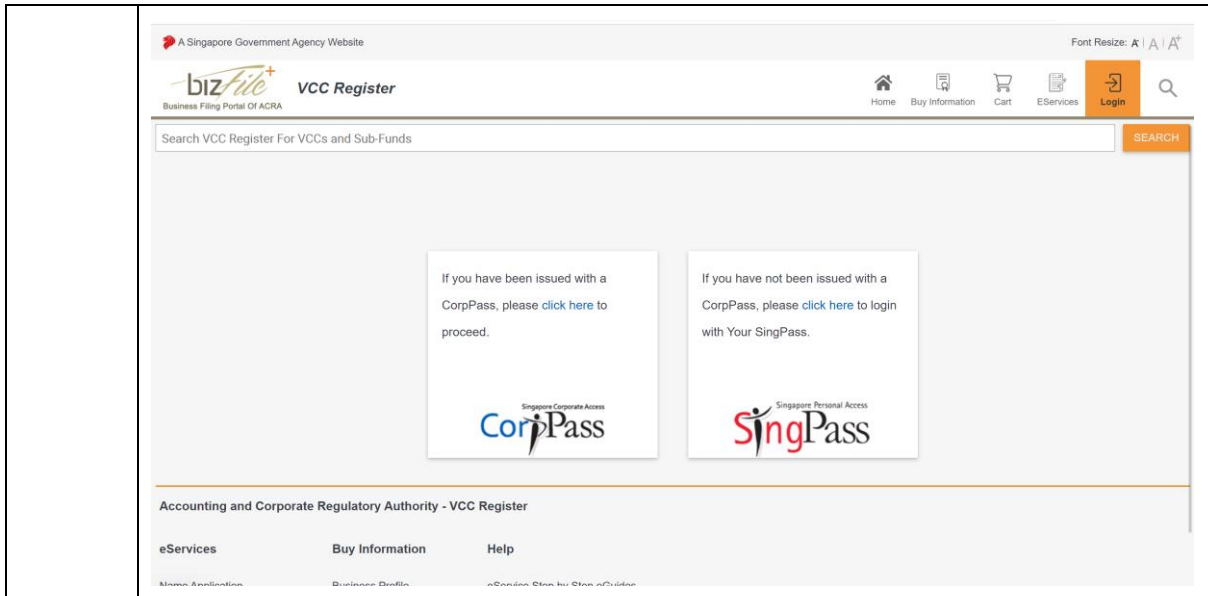
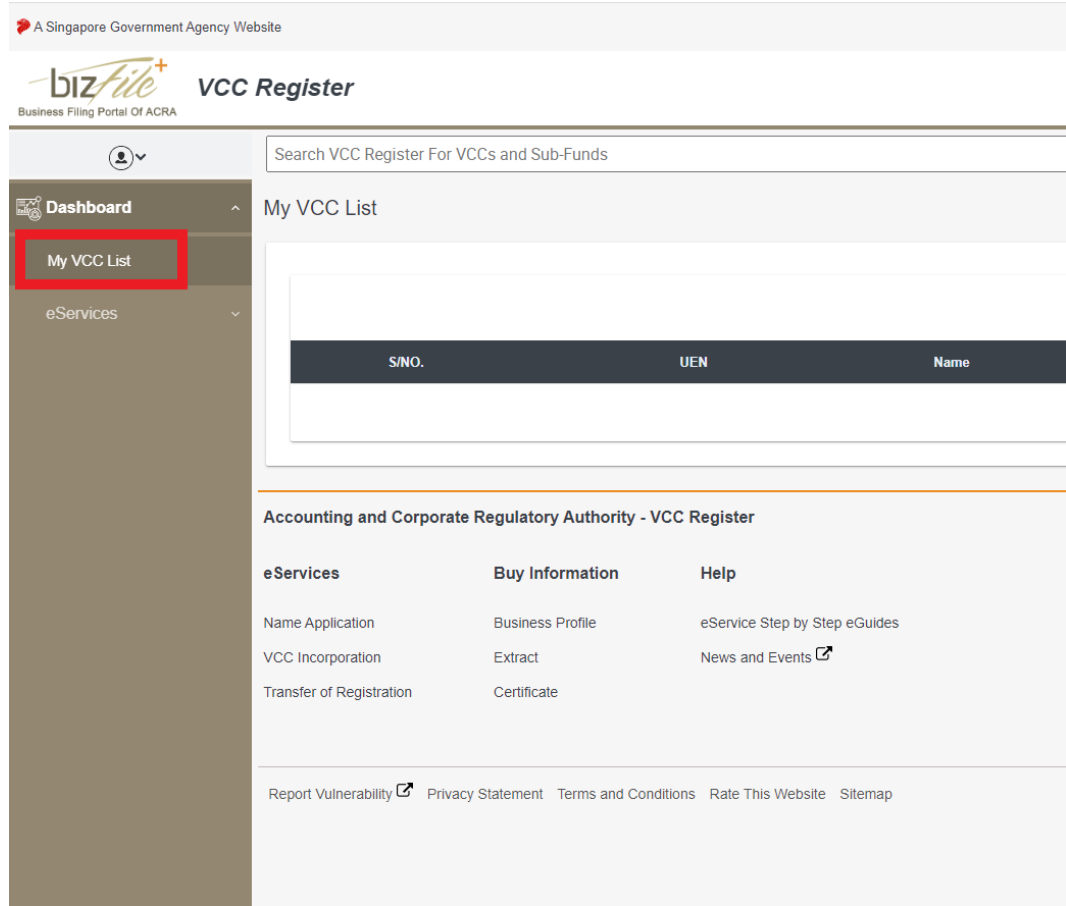


Step by Step Guide for General Lodgement

Steps	Description
1.	<p>Go to www.vcc.bizfile.gov.sg.</p> 
2.	<p>Click on 'Login'.</p> 
3.	<p>Login via CorpPass or SingPass.</p>



4. Click 'My VCC List' to display a list of VCC.



5. To select your VCC, click on .

My VCC List

SNO.	UEN	Name	BEACAP	Status
1	T29VC0291E	POHENG 050620 01 VCC		LIVE VCC
2		YN BLUE SKY VCC		LIVE VCC
3	T29VC0292A	TESTMAGIC_UAT_CP_05JUNE2020 VCC		LIVE VCC
4	T29VC0294D	SOTESTGFD VCC		LIVE VCC
5	T29VC0296L	WARFEN 15 JUN 2020 VCC LAW CHANGE 2 ACADEMY VCC		LIVE VCC
6	T29VC0296G	TESTING NANA RANI 060501 VCC		LIVE VCC
7	T29VC0297C	TESTING ABC LAW ASEAN ACADEMY 0721 CHANGE IN VCC		LIVE VCC
8	T29VC0298K	TESTING ABC LAW COLLEGE 0721901 VCC		LIVE VCC
9	T29VC0300K	MICROSPOT DU DU DU VCC		LIVE VCC
10	T29VC0303J	SOTESTGTY VCC		LIVE VCC

6.

Under Quick Links > General, click “General Lodgement”.

General

GENERAL LODGEMENT

Quick Links

- Starting
- Making Changes
- Charges
- Annual Filing
- Ending/Closing
- General**
- Informational Products

Pending

- Change in VCC Information: 119 Days Left
- Change in VCC Information: 6 Days Left
- Registration of Charge: 3 Days Left

Submitted

- Change in VCC Information: Active
- Registration of Charge: Completed
- Registration of Charge: Completed

7.

The checklist page is displayed.

← General Lodgement Checklist

Information:

What is the purpose of this transaction?

To allow a lodger to file a transaction which is not available in the VCC Register

What information is required to complete this transaction?

1. Unique Entity Number(UEN).
2. Supporting Document.

How long will it take to file/process this transaction?

1. This e-Service will take about 10 minutes to complete.
2. This application will take between 5 to 14 working days to process depending on the complexity.

Please note the following:

The applicant will be informed of the outcome by email.

How much do I need to pay for this transaction?

There is no filing fee for this transaction.

Important Notes:

1. The maximum file size is 5MB and the acceptable file type is PDF, where file submission is required.
2. Please read the [Terms and Conditions](#) before proceeding.

BACK PRINT NEXT

8.

Click 'Next'.

Important Notes:

1. The maximum file size is 5MB and the acceptable file type is PDF, where file submission is required.
2. Please read the [Terms and Conditions](#) before proceeding.

BACK PRINT NEXT

9.

General Lodgement Form is displayed.

Website

Font Resize: A | A | A

Home Dashboard Buy Information Cart E Services Search Register

Search VCC Register For VCCs and Sub-Funds SEARCH

← General Lodgement Form SAVE AS DRAFT

General Lodgement Details

UEN: T20VC0294D Entity Name: SGTSTGFD VCC

Date of Document: Type of Document:

Copy of the Document

UPLOAD

File Name	Type	Size	Speed	Percent
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Declaration

I, User S3000297J, 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 this form.

SUBMIT CANCEL

Accounting and Corporate Regulatory Authority - VCC Register

10.

-Select 'Date of Document' and 'Type of Document'.

-Click 'Upload' to attach document (pdf format).

-Click 'Submit'.

The screenshot shows the 'General Lodgement Form' in the VCC Register system. The 'General Lodgement Details' section includes the UEN 'T20VC0294D' and Entity Name 'SGTESTGFD VCC'. The 'Date of Document' and 'Type of Document' fields are highlighted with red boxes. Below these fields is an 'Upload' button and a table for file uploads. A 'Declaration' section is also visible, along with 'SUBMIT' and 'CANCEL' buttons at the bottom right.

Type of Documents.

This screenshot shows the 'Type of Document' dropdown menu open. The options listed are: 'Application of rule under Stamp Duties Act', 'Official Receiver appointed as Liquidator after existing Liquidators ceased leaving no Liquidator in a Liquidated VCC', 'Section 46AAI of the Securities and Futures Act (Chapter 289)', 'Membership of Holding Company', and 'Others'. The 'Date of Document' field is also visible, and the 'SUBMIT' button is highlighted with a red box at the bottom right.

11.

Verify the details in the confirmation page and click 'Submit'. Otherwise, click 'Back' to make the necessary changes.

Accounting and Corporate Regulatory Authority - VCC Register

eServices Buy Information Help

Name Application Business Profile eService Step by Step eGuides

12.

-No payment is required.
-Acknowledgement page is displayed.

Accounting and Corporate Regulatory Authority - VCC Register

eServices Buy Information Help

13.

The record will be shown on the dashboard with the status 'Pending'.

The screenshot displays the VCC Register dashboard. The top navigation bar includes the Singapore Government Agency Website logo, the bizFile+ VCC Register logo, and utility icons for Home, Dashboard, Buy Information, and Cart. A search bar is located below the navigation. The main content area is divided into three sections: Pending, Drafts, and Submitted. The Pending section lists three items: 'Change in VCC Information' (120 days left), 'Change in VCC Information' (6 days left), and 'VCC Name Application' (6 days left). The Drafts section lists three items: 'VCC Name Application', 'Transfer of Registration VCC', and 'VCC Name Application'. The Submitted section lists three items: 'General Lodgement' (SGTESTFD VCC, Pending), 'Change in VCC Information' (SGTESTFD VCC, Pending), and 'Change in VCC Information' (ABC 0724 CHANGE NAMED NO 01150 VCC, Completed). A red rectangular box highlights the 'General Lodgement' record in the Submitted section. The footer of the dashboard reads 'Accounting and Corporate Regulatory Authority - VCC Register'.