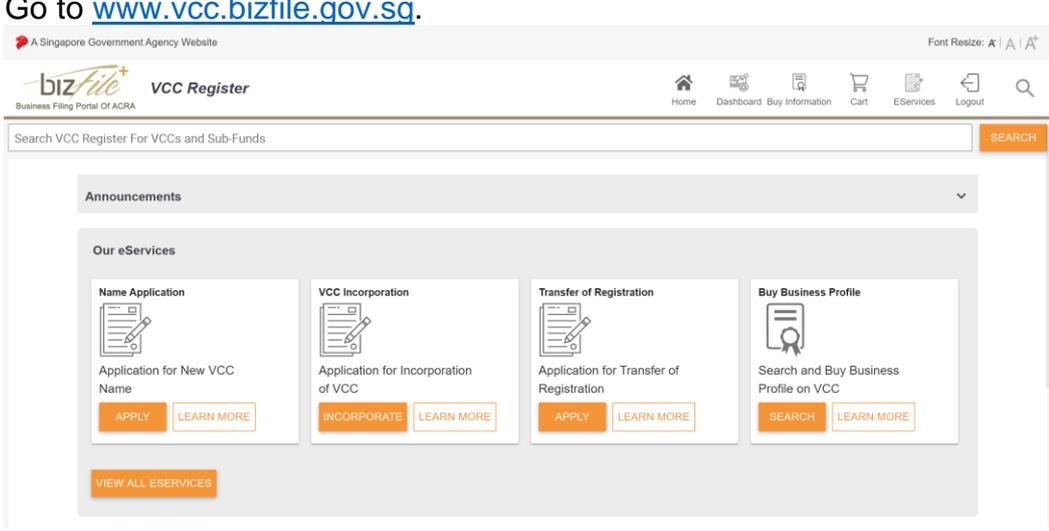
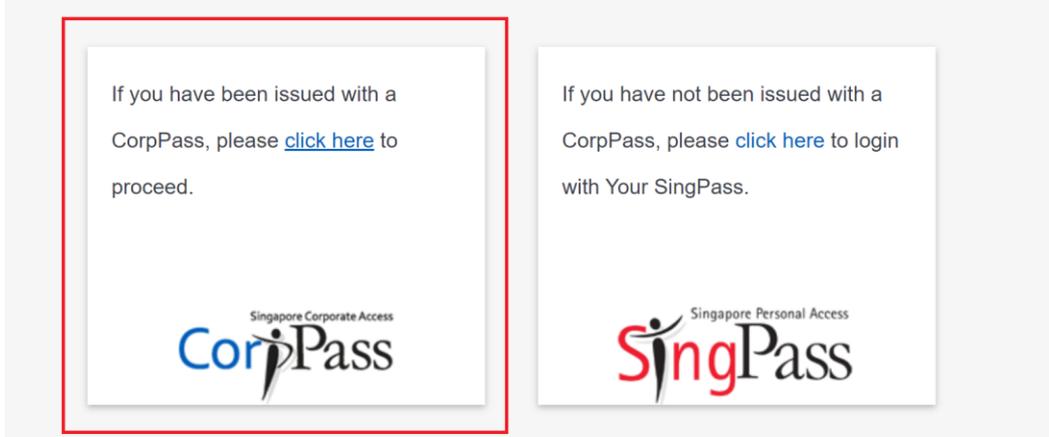


# Step by Guide for Registration of Sub-fund in VCC

Steps	Description
1.	<p>Go to <a href="http://www.vcc.bizfile.gov.sg">www.vcc.bizfile.gov.sg</a>.</p> 
2.	<p>Login via CorpPass.</p> 

3.

Select the umbrella VCC which you are authorised to register a sub-fund

The screenshot shows the 'VCC Register' dashboard. A search bar at the top contains the text 'Search VCC Register For VCCs and Sub-Funds'. Below the search bar is a 'My VCC List' section with a table of VCCs. The table has columns for SNO., UEN, Name, RFA/CSP, and Status. The 6th row is highlighted with a red box, indicating it is the selected VCC.

SNO.	UEN	Name	RFA/CSP	Status
1	T20VC0958B	TEST_NANA_FIRST 0325 VCC		LIVE VCC
2	T20VC0871B	RED APPLE G 200327 VCC		LIVE VCC
3	T20VC0887E	TESTING_TOR_0327 VCC		LIVE VCC
4		JIANG W G 20200327 VCC		LIVE VCC
5	446601	JIANG W G 20200327 VCC		LIVE VCC
6	T20VC9115B	ABC1 TESTING 64831693 C S P EXT PDF 1 VCC		LIVE VCC
7	T20VC9135A	TESTING_AD_FC 0414 VCC		LIVE VCC
8	T20VC9141L	TESTING 999 KING 0417 VCC		LIVE VCC
9	T20VC0207B	WED SUNSHINE 13652020 VCC		LIVE VCC
10	T20VC8221C	TESEING IN CP NANA_IN_ONE 0515_01 VCC		LIVE VCC

4.

The checklist page is displayed.

The screenshot shows the 'Registration of Sub-Fund(s) Checklist' page. The page is titled 'Registration of Sub-Fund(s) Checklist' and contains several sections of information:

- Information:**
  - What is the purpose of this transaction?**

To apply and register a sub-fund for an umbrella VCC.
  - What information is required to complete this transaction?**
    - Name of sub-fund
    - Date of formation of sub-fund
  - How long will it take to file/process this transaction?**
    - This e-Service will take about 5 to 10 minutes to complete.
    - This application may take up to 3 working day(s) to process if it is referred to MAS.
    - The application fee is non-refundable.
  - Please note the following:**

The application may be referred to MAS. The applicant may be requested to change the proposed name of the sub-fund.
  - How much do I need to pay for this transaction?**

The VCC Registration of Sub-fund fee is \$400 and is non-refundable.
- Important Notes:**

Please read the [Terms and Conditions](#) before proceeding.

At the bottom of the page, there are three buttons: 'BACK', 'PRINT', and 'NEXT'.

5.

### Click 'Next'.

**What information is required to complete this transaction?**

1. Name of sub-fund
2. Date of formation of sub-fund

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

1. This e-Service will take about 5 to 10 minutes to complete.
2. This application may take up to 3 working day(s) to process if it is referred to MAS.
3. The application fee is non-refundable.

**Please note the following:**

The application may be referred to MAS. The applicant may be requested to change the proposed name of the sub-fund.

**How much do I need to pay for this transaction?**

The VCC Registration of Sub-fund fee is \$400 and is non-refundable.

**Important Notes:**

Please read the [Terms and Conditions](#) before proceeding.

BACK    PRINT    **NEXT**

6.

### Registration of Sub-Fund Form is displayed.

The screenshot shows the 'VCC Register' website interface. At the top, there is a navigation bar with icons for Home, Dashboard, Buy Information, Cart, and EServices. Below the navigation bar is a search bar with the text 'Search VCC Register For VCCs and Sub-Funds' and a 'SEARCH' button. The main content area is titled 'Registration of Sub-Fund(s) Form'. It contains several sections: 'Entity Information' with fields for 'UEN of VCC' (T20VC0115B) and 'Name of VCC' (ABC1 TESTING 04031603 C S P EXT PDF 1 VCC); 'Name of Sub-Fund' (TEST\_NEW\_SUBFUND) with a character count of 16/100; and 'Date of Formation of Sub-Fund' (20/05/2020). A 'Declaration' section follows, stating 'I, USER S9991521H declare that:' and listing two points: '1. All the requirements of the VCC Act relating to the registration of a sub-fund have been complied with.' and '2. 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.' The footer of the page reads 'Accounting and Corporate Regulatory Authority - VCC Register'.

7.

- Enter 'Name of Sub-fund.'
- Select 'Date of Formation of Sub-Fund'.
- Click 'Finish'.

Agency Website

VCC Register

Home Dashboard Buy Information Cart E-Service

Search VCC Register For VCCs and Sub-Funds

Registration of Sub-Fund(s) Form

**Entity Information**

UEN of VCC: T20VC0115B  
Name of VCC: ABC1 TESTING 04031603 C S P EXT PDF 1 VCC

Name of Sub-Fund\*  
TEST\_NEW\_SUBFUND  
Please enter the name of sub-fund. 16 / 100

Date of Formation of Sub-Fund\*  
20/05/2020  
Please indicate the date of formation of sub-fund.

**Declaration**

I, USER S9991521H declare that:

1. All the requirements of the VCC Act relating to the registration of a sub-fund have been complied with.  
2. 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.

Accounting and Corporate Regulatory Authority - VCC Register

8.

Verify the information on the confirmation page and click 'Submit' at the bottom of the page.

Registration of Sub-Fund(s) Confirmation

PRINT

**Entity Information**

UEN of VCC: T20VC0390L  
Name of VCC: TESTING\_UAT\_CP\_26JUNE2020\_XFER VCC

Name of Sub-Fund: TEST SUB FUND 1  
Date Of Formation Of Sub-Fund: 04/08/2020

**Declaration**

I, USER S9991521H declare that:

1. All the requirements of the VCC Act relating to the registration of a sub-fund have been complied with.  
2. 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 BACK

9.

Click on 'Make Payment' to pay for Registration of Sub-Fund. If you need help, please refer to eGuide on Payment Integration in [www.bizfile.gov.sg](http://www.bizfile.gov.sg).

← Registration of Sub-Fund(s) Payment

**Transaction Details**

Entity Name: TESTING\_UAT\_CP\_26JUNE2020\_XFER VCC  
 Description: TRUSTS, FUNDS AND SIMILAR FINANCIAL ENTITIES(64300)

S/No.	Transaction No.	Entity Name	Description	Amount (SGD)
1	V200021212	TESTING_UAT_CP_26JUNE2020_XFER VCC	Registration of Sub-Fund	400.00

Payable Amount: SGD 400.00

10.

Acknowledgement page is displayed after payment is made. Click on PRINT button to print the page. Click on VIEW RECEIPT button to view the receipt.

## Acknowledgement

### Confirmation

<b>Subfund ID</b>	<b>Entity/Person Name</b>
T20VC0254F-SF001	PCHENG 2205202 VCC286S VCC
<b>EP Reference No.</b>	<b>Receipt Number</b>
J0XAVQEN	AVCC201012000014
<b>Payment Via</b>	<b>Payment Date</b>
Credit/Debit Card	12/10/2020 19:06:44
<b>ARN Ref Number</b>	
VCC20201012002446	

### Notes

Your application for Registration of Sub-fund has been submitted successfully.

S/No.	Transaction No.	Entity Name/UEN	Description	Delivery Mode (Status)	Amount (SGD)
1	*V200029979	PCHENG 2205202 VCC286S VCC	Registration of Sub-Fund		

Paid Amount: SGD 400.00

PRINT

VIEW RECEIPT

11.

The record will be created on the dashboard with the status 'Completed'.

**Submitted**

**Registration of Sub Fund**

TESTING\_UAT\_CP\_26JUNE2020\_XFER VCC

**Completed**