

SCDF Petroleum and Flammable Materials Import Licence (New / Renew Application)



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 A Singapore Government Agency Website [How to identify](#)



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Apply for or manage your licences & accreditations.



Users with no registered Unique Entity Number (UEN)

[Log In for Individual Users](#)

[Register for a foreign user account](#)



Users with a registered UEN

[Log In for Business Users](#)

For foreign entities: [Register for a Foreign Corppass account](#)

 Click Here

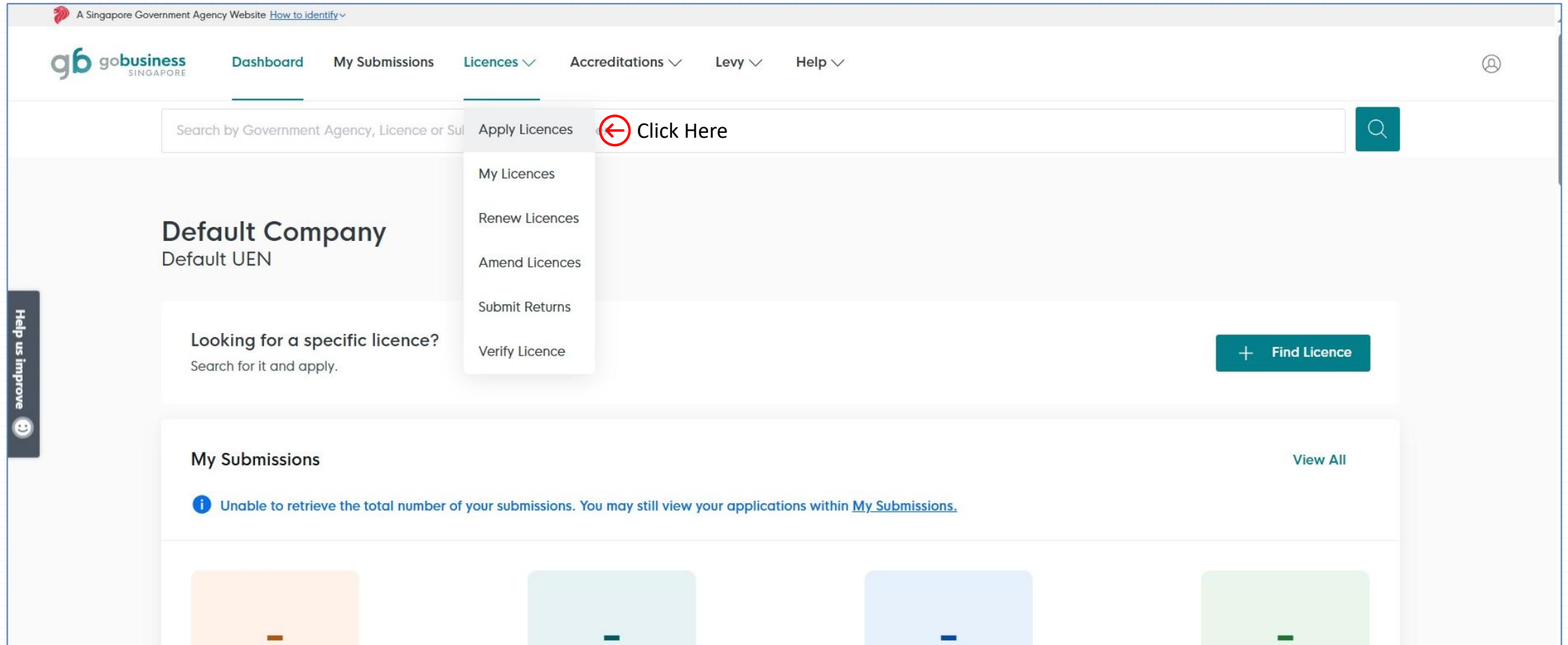
Need Help? [Read our FAQ](#)

GRANTS	GeBIZ ALERTS	LICENCES	
Business Grants Portal Apply for and manage grants, previously found on Business Grants Portal. Log In	GeBIZ Alerts Subscribe to GeBIZ alerts via email or RSS feed. Log In	Food Service Guided Journey Apply for licences for new F&B businesses Log In	GoBusiness Licensing (Legacy) Starting from April 2022, licences will be moved in stages from GoBusiness Licensing to GoBusiness Dashboard. Log In

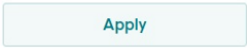


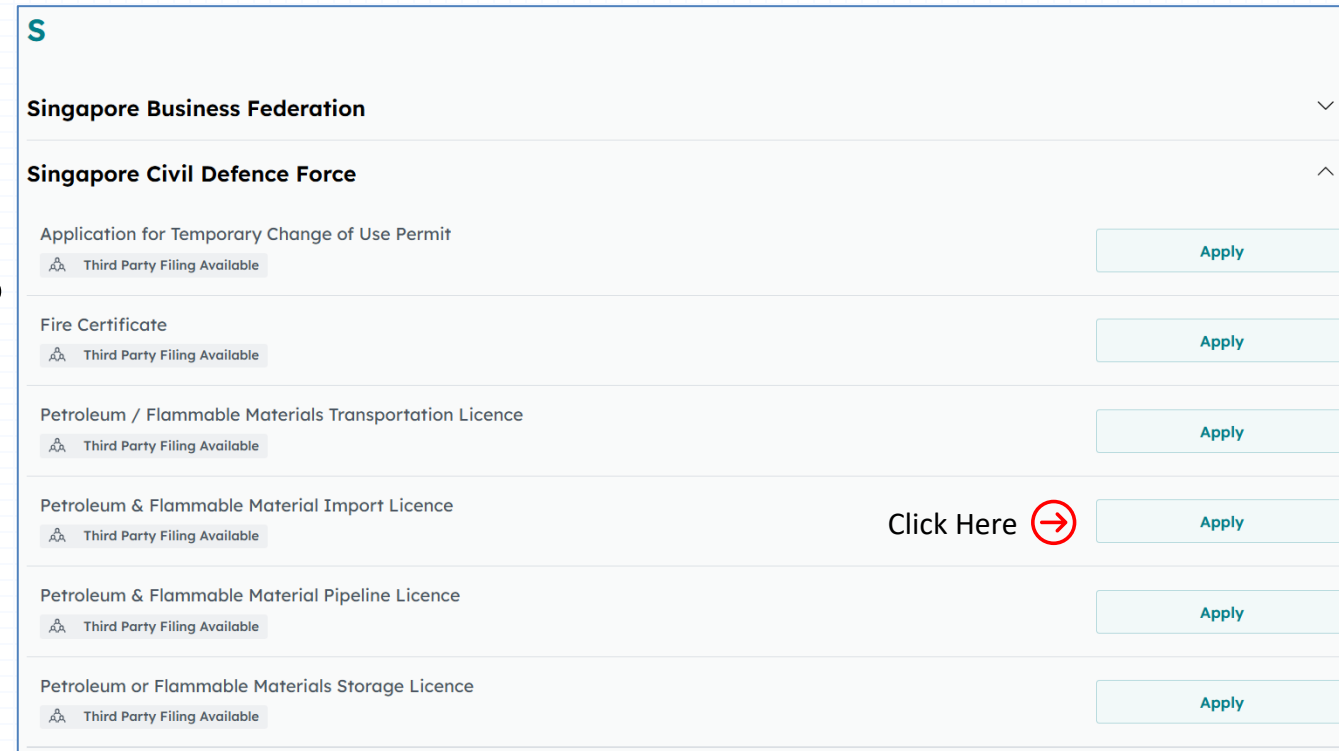
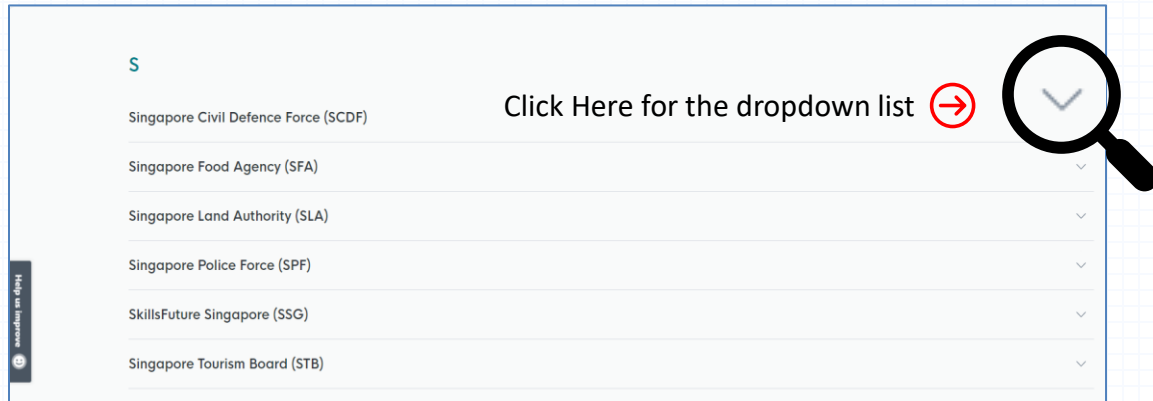
New Licence Application

- Under Licence tab, select “Apply Licences”



Select Transport Licence Application

- Scroll down the website and look for letter “S” for SCDF
- Click onto the  dropdown arrow for the dropdown list
- Click the apply button  for “Apply for Petroleum / Flammable Material Import Licence”



Apply for Petroleum / Flammable Materials Import Licence

- Click the apply  button

Petroleum & Flammable Material Import Licence

Licences (New) • SCDF

Overview

Any person who wishes to import petroleum or flammable materials is required to obtain an import license from SCDF.

Who can apply?

You may apply as a:

- **Business User:** A UEN-registered company/entity with Corppass.
- **Foreign Business User:** A company/entity with no presence in Singapore. Registration

Application Summary

 Estimated processing time is 24 Hours

 30 Minutes to complete

Helpdesk

 For technical support, [contact GoBusiness](#) 





 Click Here



Step 1: General Information

- If you are the applicant, you may select as: “As an applicant”
- The applicant details are auto-populated from CorpPass, except for the salutation, which you need to select
- If you are applying on behalf for the licence owner, you may select as: “On behalf of applicant”
 - ❖ Applicant’s details to be filled by filer
 - ❖ Filer’s details are auto-populated from CorpPass, except for the salutation, which you need to select.
- Please ensure email and contact number are correct

STEP 1
General Information
Review and fill the following details for application.

Profile
I am applying
☒ As an applicant
☐ On behalf of applicant

Applicant Detail
Salutation
Select ▼  Click Here
Name
Tan Fa Fa
ID Type
NRIC ▼
ID No.
S***4321X
Email
ABC_123@TESTING.COM
Contact Number
+65 ▼ 91234567

Company Detail
Company Name
TESTING PTE LTD
UEN
201234668M
Entity Type
Local Company ▼



Step 1: General Information

- After verifying your information is accurate, you may proceed to enter into Application Details

Registered Address

Address Type

☒ Singapore Address ☐ Foreign Address

Postal Code

 Retrieve Address

Block/House No.

Street Name

Floor/Level ? (Optional)

Unit (Optional)

Building Name

 Reset Address

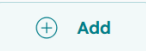
Save Draft

Application Details →

 Click Here



Step 2: Application Details

- Click into the search bar and key in your chemical name
- Select the chemical name in the dropdown list
- Input the importing quantity in the text box. (Numeric characters only)
- Click  to add item into the list

Flammable Materials

Select Flammable Material Class

Please select at least 1 flammable material from the drop-down list. You may search by typing.

Schedule chemicals are limited to 1 year validity.

| Select **Key in your chemical name here and select** ▼

Quantity (KG / L)

| **Key in the importing quantity here**

 **Add**

 Click Here

Select Flammable Material Class	Quantity (KG / L)	Actions
Class[3] FM-LIQUID - Ethanol [135]	10000	 



Step 2: Application Details

- Select no. of licence period from the dropdown list
- Licence can be applied for up to 3 years, except scheduled chemicals, whose validity is max of 1 year
- Armed escort is mandatory for Scheduled 1 chemicals import **ONLY**

Licence Duration

No. of year/s of licence

If your import list includes any Schedule 1, Schedule 2, or Schedule 3 chemicals, please select 1 only.

Select

1

2

3

Armed Escort Provision

Armed Escort Provision

If your import list includes any Schedule 1 chemicals, please ensure that armed escort will be provisioned.

✓ YES

✗ NO



Step 2: Application Details

- Select payment method
- For GIRO payment, you will need select “Offline payment” and go to SCDF E-Services page to activate your GIRO payment AFTER completing your submission.
- Click [Review Form →](#) to proceed to the next page and no more amendment is allowed for next page

Payment Method

Payment Mode
Please select "Offline Payment" for GIRO transactions, and "Online Payment" for Debit/Credit Card and PayNow transactions.

☒ Online Payment

☐ Offline Payment

Things to note for GIRO payment process:
SCDF GIRO payments are not automatic recurring deductions. Fee will only be deducted after payment is initiated through SCDF e-Services.
Please allow a minimum of 14 working days for GIRO payment processing.

[< General Information](#)[Save Draft](#)[Review Form >](#)

[← Click Here to proceed](#)



Step 3: Review Form

- To check and ensure information submitted are accurate

STEP 3

Review Form

Please review the following details carefully. You will not be able to edit these details when you proceed to the next step.

General Information

Profile

I am applying
As an applicant

Applicant Detail



Step 4: Declaration

- Click ☐ to declare all information given is true and correct.
- Click [Make Payment →](#) to proceed to the next page

STEP 4

Declaration

Please scroll to read and acknowledge the following clauses.

General Declaration

I declare that all the information given in this application form is true and correct.

I am aware that legal action may be taken against me if I had knowingly provided false information.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.

☐ I hereby declare that all of the above is true.

[← Review Form](#)[Make Payment →](#)

 Click Here to proceed



Step 5: Payment

- Select the payment method to proceed to the next page

Payment

Please review your fees and make payment.

DESCRIPTION	GST	AMOUNT
Petroleum & Flammable Material Import Licence		
Application Fee	-	\$70.00
	Subtotal	\$70.00
	Amount Payable	\$70.00

Payment method

Please choose a payment method.


Credit/Debit Card →


PayNow QR →

[← Back to Form](#)

 Click the payment method to proceed



Application Submitted

- a) Application has been submitted successfully and an email will be sent to the applicant
- b) GIRO Payment only to be done at SCDF E-Services – ensure you clicked “Submit” and note down the application ID.
- c) Submission only completes after payment received

Payment Summary

DESCRIPTION	GST	AMOUNT
Petroleum & Flammable Material Import Licence		
Application Fee	-	\$70.00
	Subtotal	\$70.00
	Total Paid	\$70.00

 [Download Tax Invoice](#)

Receipt No.
TN260726000001

Next Steps

We will send you an email notification when there are changes to your application status. Alternatively, you may log in to track your status via the dashboard below.

For application enquiries, you may contact GoBusiness Helpdesk at 63363373 or email AskGoBiz@crimsonlogic.com.sg.

[Return to Dashboard →](#)



GIRO Payment – Submission Complete (Last Page)

- Please note down the Application number from the last page or email notification from GoBuisness.

Application Status

FC265058741

APPLICATION	APPLICATION ID	EST. PROCESSING TIME	STATUS
Petroleum & Flammable Material Import Licence	FC265058741	24 Hours	Submitted

Next Steps

Your application is being processed. We will send you an email when your application status changes. You can also log in below to check its status on your dashboard.

For application enquiries, you may contact GoBusiness Helpdesk at 63363373 or email AskGoBiz@crimsonlogic.com.sg.

[Return to Dashboard →](#)



SCDF E-Service Payment Guide





Internet Payment Services

Click Here 

Next

 Note:

- The following payment modes are available:
 1. Credit Card (Master/Visa)
 2. eNETS Debit
 3. GIRO
- For any enquiries regarding payment matters, please contact SCDF Customer Service at SCDF_CSC@scdf.gov.sg
- Please **DO NOT OPEN multiple browser tabs/pages** simultaneously while accessing/making payment.
- For applications of interbank GIRO accounts, please follow the instructions below

Download and fill in this [GIRO application form](#)  [PDF, 502KB] and post to:

Ministry of Home Affairs Headquarters

Finance Shared Services Centre



Internet Payment Service

- Select Licence Fee and click  dropdown arrow to select “FC”.
- Fill in your Reference No. in the box given and click “Next” to proceed next page
(It can be found in the email confirmation or after submitting your application. e.g. **FC265058741**)

Click
Here to
select 

Internet Payment Service

☐ 1. Plan Fee

Select Prefix of your Reference No:

Select Prefix e.g 'CMV' 

Prefix starting with
"CMV/CFP/CBP/DBP/DFP/DMV/GBP/GMV/GFP/MAA/WVR/RBP/RFP/RMV/PBP/PFP/PMV/DBF/RBF/GBF/
CBF/BBP/DFP/RFF/GFF/CFF/BFP/DMF/RMF/GMF/CMF/BMV/PBF/PMF/PFF/CON"

Enter your Reference No:

Enter Reference Number e.g '/1234/56'

e.g Plan: /A01234/24, Waiver: /01234/24

☐ 2. Licence Fee

Select Prefix of your Reference No:

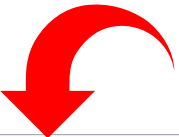
Select Prefix e.g 'FMI' 

FC
FCP
FMI
FMS
FMT
FR

Enter your Reference No:

Enter Reference Number e.g '/1234/56'

For "FCP" there may be 4 kinds of Reference No. e.g. "/I/1234/00" or "/R/1234/11" or "/C/1234/22" or
"/C/1234/44" or "/ /1234/55" [note to key in the "space" between "/" and "/"] or GoBiz reference like
FC1234567890 or FR1234567890



Fill in the no. **265058741**
(Ref no. excluding the “FC”)



Internet Payment Service

- Click **Continue** continue button to proceed to next page
- Requires to fill in all the * fields and click next to proceed

Internet Payment Service

Reference No: FMI/0247/26

Submission ID: SUB2026004635

Select Payment Type

☒ License Fee Payment

☐ Amendment of License

☐ Additional Copy of License

Amount To Pay: \$ 70.00

Click Here to continue  **Continue** **Back**

Note:
Fields marked with * are mandatory field(s).
1. Please take note and ensure compliance with the instructions below. Any failure to follow these instructions may result in delay in processing of your application.
a. Ensure all fields are completed.
b. If you have received any acknowledgement letter / charge report / other letters, please indicate the reference number under Reference No., and any additional details in the Description of Payment field.
c. After payment has been made, please email FSOC_Billing_Collection@nha.gov.sg a copy of the receipt as well as any supporting documents available (for example, scanned copies of any letters received) in order for us to facilitate the payment process.
d. Please note payment via bank transfer is available for payments above or equal to \$5,000.
2. Read the payment instructions in red.
3. Click "Next" to proceed.

Internet Payment Service

Name *

Enter your name

Contact Number *

Enter your contact number

Please enter the name to be printed on the receipt

Email Address *

Enter your email address

Street Name *

Enter your street name

Door No:

Enter your floor number

Postal Code *

Enter your postal code

Block / Building No *

Unit No:

Enter your unit number

Reference No *

FMI/0247/26

Payment Description *

Enter your payment description

Amount Payable: \$70.00

Next **Back**



Internet Payment Service

- Select the mode of payment and click next to proceed to next page
- For GIRO payment, you are required to provide the GIRO Reference No.

The screenshot shows the 'Payment Mode' step of the Internet Payment Service. At the top, a progress bar indicates seven steps: 1. Payment Type, 2. Outstanding Payment, 3. Payment Details, 4. Payment Mode (current), 5. Review, 6. Submit, and 7. Acknowledge. Below the progress bar is a 'Note' section with the following text: '1. To pay by eNETS Debit or Credit Card: Select "Payment Mode" as Epayments (eNETS Debit / Credit Card). From 11th July 2021, eNETS Debit will no longer be available for customers using Citibank. Customers are advised to check with Citibank for further information. 2. To pay by GIRO: Select "Payment Mode" as GIRO. GIRO payment is available if you have an existing GIRO account with SCDF. a. Please note that once the GIRO reference number is successfully verified, you are not allowed to change the selected payment mode. b. Please note that it will take 14 working days to process GIRO payments.' Below the note is the 'Internet Payment Service' title. Under 'Payment Fees', a grey bar shows '\$105.00'. Under 'Payment Mode', a dropdown menu is open, showing 'Please Select One' at the top, followed by 'Epayments (eNETS Debit / Credit Card)' and 'GIRO'. At the bottom right are 'Next' and 'Back' buttons.

This screenshot is similar to the previous one but includes a red arrow pointing to the 'Verify ePayment GIRO Reference Number' button. The 'Note' section contains additional information: '1. To pay by eNETS Debit or Credit Card: Select "Payment Mode" as Epayments (eNETS Debit / Credit Card). From 11th July 2021, eNETS Debit will no longer be available for customers using Citibank. Customers are advised to check with Citibank for further information. 2. To pay by GIRO: Select "Payment Mode" as GIRO. GIRO payment is available if you have an existing GIRO account with SCDF. a. Please note that once the GIRO reference number is successfully verified, you are not allowed to change the selected payment mode. b. Please note that it will take 14 working days to process GIRO payments.' The 'Payment Fees' section shows '\$105.00'. The 'Payment Mode' dropdown is set to 'GIRO'. The 'E-Payment Reference Number' section has a text input field labeled 'Enter your Reference Number' and a blue button labeled 'Verify ePayment GIRO Reference Number'.

Click the verification button to verify your GIRO Ref.

You are reminded that GIRO will take 14-working days to complete the transaction.



Internet Payment Service – Complete Payment Page

- After verifying your GIRO payment continue to click next until you reach the Acknowledgment Letter



Fire Safety Plan ▾ Fire Safety Licensing & Enforcement ▾ Fire Safety Permit & Certification ▾ Shelter Waiver ▾ Payment

Internet Payment Services

GIRO Reference Number has been Successfully Verified

Next



Acknowledgement Letter

Print Page

Transaction Reference Number:	TESTGIRO
Name:	Testing
Address:	Blk/Bldg 23 123 Test #01-3456 Singapore 000000
Contact Number:	72645768
Reference Number:	FMI/0247/26
Submission Number:	SUB2026004635
Receipt Number:	EP-2026-00489
Collection Type:	Petroleum & FM Storage/Tpt Lic (T)-Flammable Materials Import
Payment Mode:	GIRO
Amount (S\$):	70.00

Once you reach your “Acknowledgment Letter” Page, payment submission has been made.



Thank you

