

SCDF Petroleum and Flammable Materials Storage Licence (Amend Application)



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[Login | My Dashboard - GoBusiness](#)

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


gb **gobusiness**
SINGAPORE

Welcome to GoBusiness



Log in to GoBusiness Dashboard


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](#)

Need Help? [Read our FAQ](#)

GRANTS

Business Grants Portal

Apply for and manage grants, previously found on Business Grants Portal.

[Log In](#)

GeBIZ ALERTS

GeBIZ Alerts

Subscribe to GeBIZ alerts via email or RSS feed.

[Log In](#)

LICENCES

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](#).

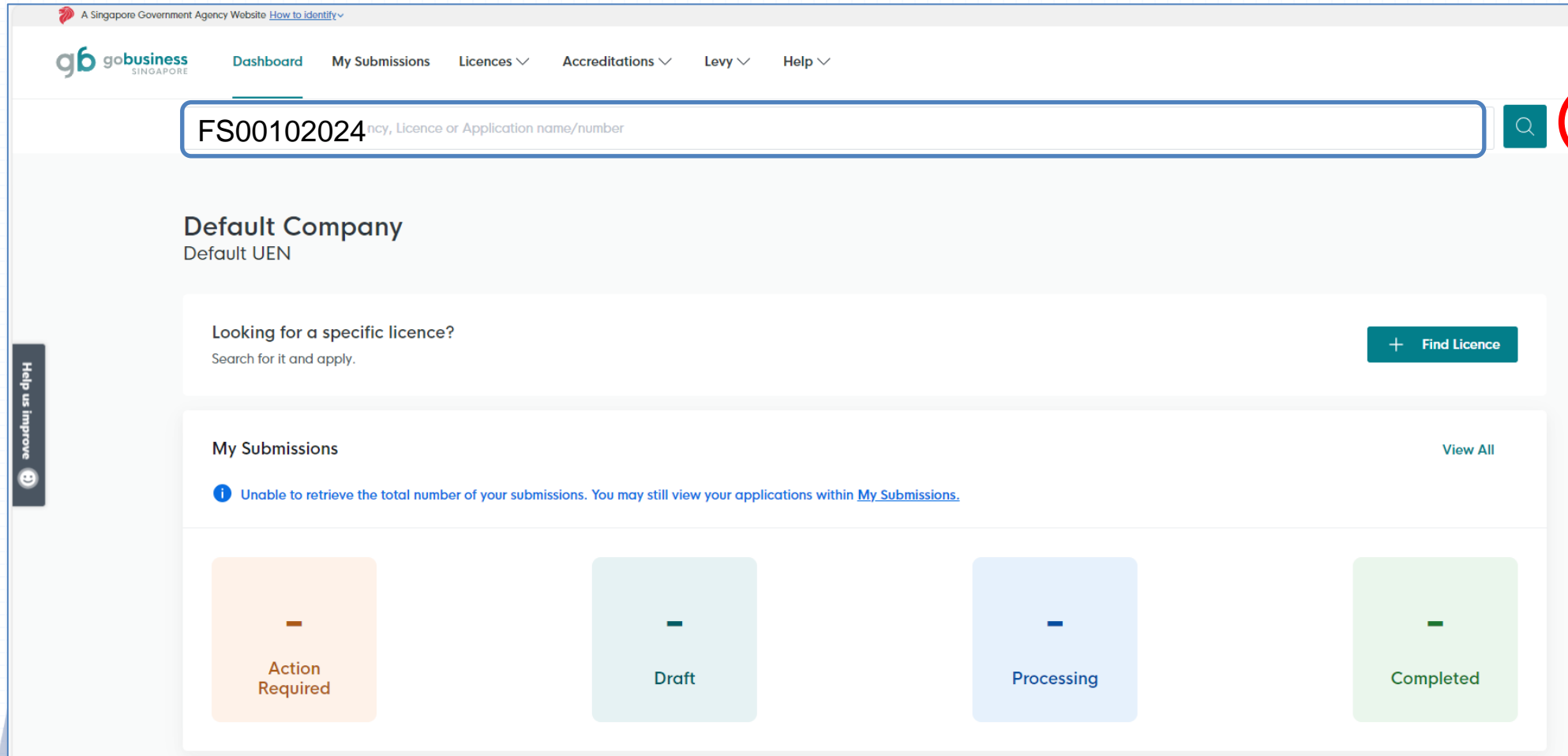
[Log In](#)

 Click Here

Amend Licence Application

- Key in your Transport Licence Number (e.g. FSxxxxxxx) in the search bar and click search

Example: FS00102024



The screenshot shows the gobusiness SINGAPORE website interface. At the top, there is a navigation bar with the gobusiness logo and links for Dashboard, My Submissions, Licences, Accreditations, Levy, and Help. Below the navigation bar is a search bar containing the text "FS00102024". To the right of the search bar is a magnifying glass icon. Below the search bar, the page displays "Default Company" and "Default UEN". There is a section titled "Looking for a specific licence?" with a "Find Licence" button. Below this is a "My Submissions" section with a "View All" link. A message indicates that the total number of submissions cannot be retrieved. At the bottom, there are four colored boxes representing different stages: "Action Required" (orange), "Draft" (teal), "Processing" (blue), and "Completed" (green).

← Click Here



Amend Licence Application



- Click  button and select “Amend” under the dropdown

Search Results for "FS00102024"

All Results (2) **My Licences (1)** My Submissions (1) Available Services (0)

! Some search results from My Licences failed to load. Please try again or [contact us](#) if the issue persists.

1 licence(s) found.


LICENCE NAME AND NUMBER	AGENCY	STATUS	ISSUE DATE	EXPIRY DATE	ACTION
Petroleum / Flammable Materials Storage Licence Licence No.: FS00102024 • SCDF	SCDF	Active	31 Jul 2024	30 Jun 2025	 <ul style="list-style-type: none">DownloadView FormAmend Cancel


Can't find what you are looking for?
Try using more specific keywords, or search with your **licence name** or **number**.

Select “Amend”



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.
- Click  to select the salutation.
- If you are applying on behalf of 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 address and contact number are correct.



Applicant Detail

Salutation
Select

Name
Tim Tom

ID Type
NRIC


ID No.
****1715D

Email
timtom@abc.com

Contact Number
+65 9876 5432



Step 2: Select The Item To Update

- Select the item by clicking the check boxes  .

Licence Information

Name of Company
MANAGEMENT PTE 14/100

File Reference Number
FMS/0097/24 11/14

Current Licence Expiry Date
30/06/2025

What to amend:

☐ Company details
☐ Business operating address
☐ Applicant particulars

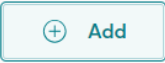
Please fill in required field.

Please note that a fee will be imposed if there is change in Company Details.

Select the checkboxes
for items that needs to
be updated



Step 3a: Update Information – Company Details

- a) Update the company details in the fields provided
- b) Upload the ACRA and name card
***ensure no spaces in between file name**
- c) Click  button to add the document in the list.
- d) Repeat step (b) & (c) to upload the files

Company Details

Name of Company/Business
Autopopulate from edh and not editable

MANAGEMENT PTE 14/100

Registration (RCB) Number
Autopopulate and not editable

T000000798 10/10

Update details here


Applicant's Business Profile


Applicant's Business Profile
Only 1 file at 7 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores


Drop a file here or click to upload


You can choose to:
1) Drag and drop your document to upload your file or;
2) Click to upload.


***ensure no spaces in between file name**

 **Click Here to ADD**








 A minimum of 1 entry is required for Applicant's Business Profile.

Applicant's Business Profile	Actions
No data available in table	




Step 3b: Update Information – Business Operating Address


- Update the postal code in the field provided and click  to retrieve the address
- Edit the floor / unit information in the fields provided

Business Operating Address

Address
Prepopulated from EDH and not editable

Postal Code



 Click Here


Block/House No.

Street Name

Floor/Level ? (Optional)

Unit (Optional)

Building Name

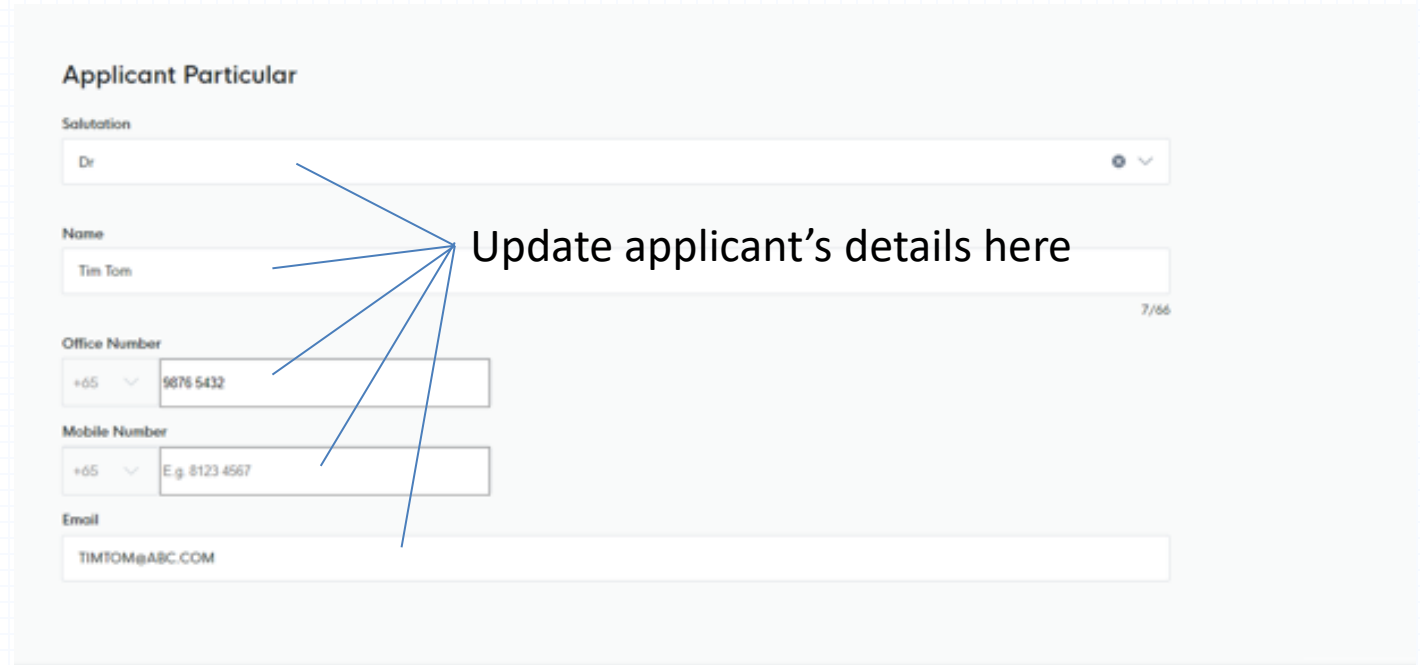


Update floor and unit (if applicable)



Step 3c: Update Information – Applicant's Particulars

- a) Update the applicant's information in the fields provided




The screenshot shows a form titled "Applicant Particular" with the following fields:

- Salutation:** A dropdown menu with "Dr" selected.
- Name:** A text input field containing "Tim Tom".
- Office Number:** A text input field with a country code dropdown set to "+65" and the number "9876 5432".
- Mobile Number:** A text input field with a country code dropdown set to "+65" and the number "E.g. 8123 4567".
- Email:** A text input field containing "TIMTOM@ABC.COM".

Blue arrows point from the text "Update applicant's details here" to the Name, Office Number, Mobile Number, and Email fields. A small "7/86" is visible in the bottom right corner of the form area.



Step 3d: Update Information – FM Materials

- Click the  dropdown arrow to select the chemical
- Update the details in the fields provided
- * Please note that you are not allowed to select and increase different flammable class storage under amend application.

Storage (Substance Type)

Substance Type

☐ Petroleum

☐ Class[4] FM-SOLID


☒ Class[3] FM-LIQUID

☐ Class[2] FM-GAS


☐ CWC

Substance (Liquid)


Substance Name (Liquid)

Select 





Storage Mode

Select 

Capacity (Optional)

 Add

Update Information

Substance Name (Liquid)	Others	Storage Mode	Storage Type (Package)	Storage Type (Bulk)	Tank Number	Capacity	Actions
Ethanol [135]	-	Bulk	-	Skid Tank [BULK]	Tk02	5000	 
Methanol [212]	-	Bulk	-	Skid Tank [BULK]	TK01	5000	 

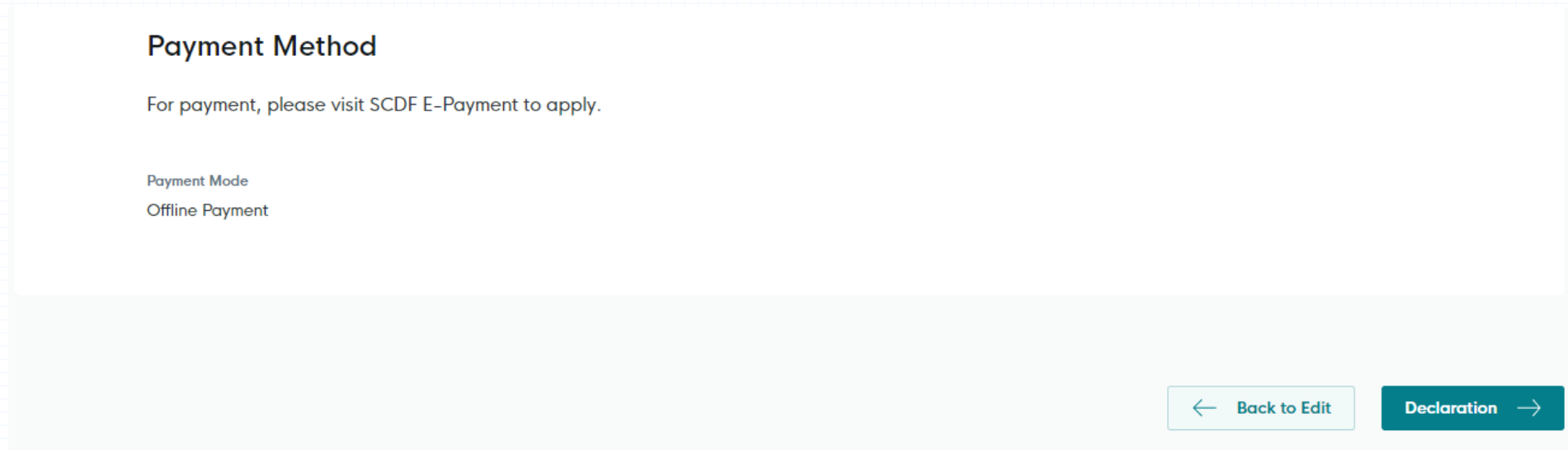


Click Here for the dropdown list



Step 4: Review Form – Complete

- After completing application form, you may proceed to review your form and check your information before submission.



The screenshot shows a web form titled "Payment Method". Below the title, there is a text instruction: "For payment, please visit SCDF E-Payment to apply." Underneath this, there is a section labeled "Payment Mode" with a single option, "Offline Payment". At the bottom right of the form, there are two buttons: a light blue button labeled "Back to Edit" with a left-pointing arrow, and a dark teal button labeled "Declaration" with a right-pointing arrow.

 Click Here



Step 4: 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 5: 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.

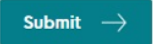
[← Review Form](#) [Make Payment →](#)



Click Here to
proceed



Payment Summary

- Click  to proceed to the next page. Payment is only required if there is change in company details

Payment


Please review your fees and make payment.


DESCRIPTION	AMOUNT
Petroleum / Flammable Materials Storage Licence	
Application Fee	\$16.00
	Subtotal
	\$16.00
	Total Paid
	\$16.00

Payment method

Offline payment

Your payment will be processed offline. Please contact the government agency directly if you need assistance.

 Declaration

Submit 



Click Here to proceed



Application Submitted

- a) Application has been submitted successfully and an email will be sent to the applicant
- b) Payment only to be done at SCDF E-Services
- c) Submission only completes after payment received

Application Status

APPLICATION	EST. PROCESSING TIME	STATUS
Petroleum / Flammable Materials Storage Licence	FU244035014	Submitted



Note the Application ID




SCDF E-Service Payment Guide




SCDF E-Services


- Make online payment thru SCDF website (<https://eservices.scdf.gov.sg/fisops/>)
- * Please note that you can only make payment after you have received the acknowledgement letter from SCDF.




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

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 “FMS or PSP”.
- 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. FMS/0001/25)

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'

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

Fill in the no. /0001/25 or /1063/05
or //1050/00
(Ref no. excluding the “FMS o PSP”)



Internet Payment Service

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

Note:

- Please make sure all details are correct before payment.
- Enter the amount to pay.
- Click "Continue" to proceed.
- For Members of Public - FSSD Plan fee / License / Fire Certificate

Please verify the "Submission ID" before making payment.

Internet Payment Service

Reference No: **FMT/0329/20** Submission ID: **SUB2024059780**

Select Payment Type

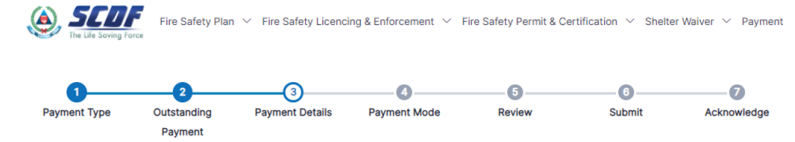
☒ License Fee Payment
☐ Amendment of License
☐ Additional Copy of License

Your Payment Details

Total Required Fee	Paid Amount	Outstanding Amount
105.00	0.00	105.00

Amount To Pay: \$ 105.00

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



Note:
Fields marked with * are mandatory field(s).

- 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.
 - Ensure all fields are completed.
 - 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.
 - After payment has been made, please email FSSC_Billing_Collections@mha.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.
 - Please note payment via bank transfer is available for payments above or equal to \$5,000.
- Read the payment instructions in red.
- Click "Next" to proceed.

Internet Payment Service

Name * **Contact Number ***

Email Address *

Street Name * **Block / Building No ***

Floor No: **Unit No:**

Postal Code * **Reference No ***

Payment Description *

Amount Payable *: \$231.00

Fill in your information

Click "Next" to proceed →

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.

Progress bar: 1 Payment Type, 2 Outstanding Payment, 3 Payment Details, 4 Payment Mode, 5 Review, 6 Submit, 7 Acknowledge

Note:

- 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.
- To pay by GIRO
 - Select "Payment Mode" as GIRO.
 - GIRO payment is available if you have an existing GIRO account with SCDF.
 - Please note that once the GIRO reference number is successfully verified, you are not allowed to change the selected payment mode.
 - Please note that it will take 14 working days to process GIRO payments.

Internet Payment Service

Payment Fees: \$105.00

Payment Mode: Please Select One

Epayments (eNETS Debit / Credit Card)

GIRO

Next Back

Progress bar: 1 Payment Type, 2 Outstanding Payment, 3 Payment Details, 4 Payment Mode, 5 Review, 6 Submit, 7 Acknowledge

Note:

- 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.
- To pay by GIRO
 - Select "Payment Mode" as GIRO.
 - GIRO payment is available if you have an existing GIRO account with SCDF.
 - Please note that once the GIRO reference number is successfully verified, you are not allowed to change the selected payment mode.
 - Please note that it will take 14 working days to process GIRO payments.

Internet Payment Service

Payment Fees: \$105.00

Payment Mode: GIRO

E-Payment Reference Number: Enter your Reference Number

Verify ePayment GIRO Reference Number

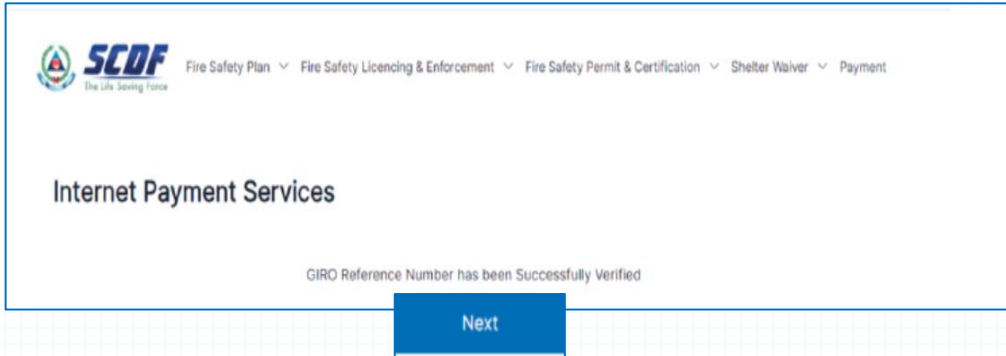
Click the verification button to verify your GIRO Ref.

You are reminded that GIRO will take minimum 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



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

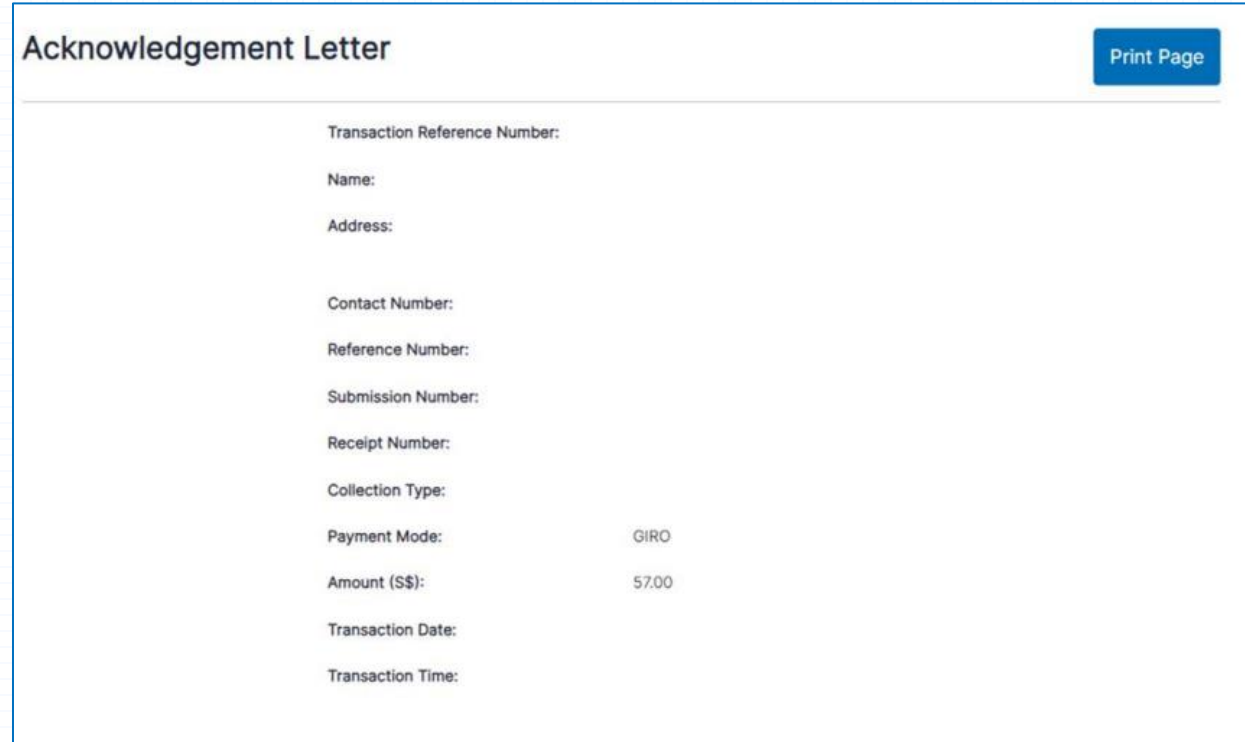
Internet Payment Services

GIRO Reference Number has been Successfully Verified

[Next](#)



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



Acknowledgement Letter [Print Page](#)

Transaction Reference Number:

Name:

Address:

Contact Number:

Reference Number:

Submission Number:

Receipt Number:

Collection Type:

Payment Mode: GIRO

Amount (S\$): 57.00

Transaction Date:

Transaction Time:

