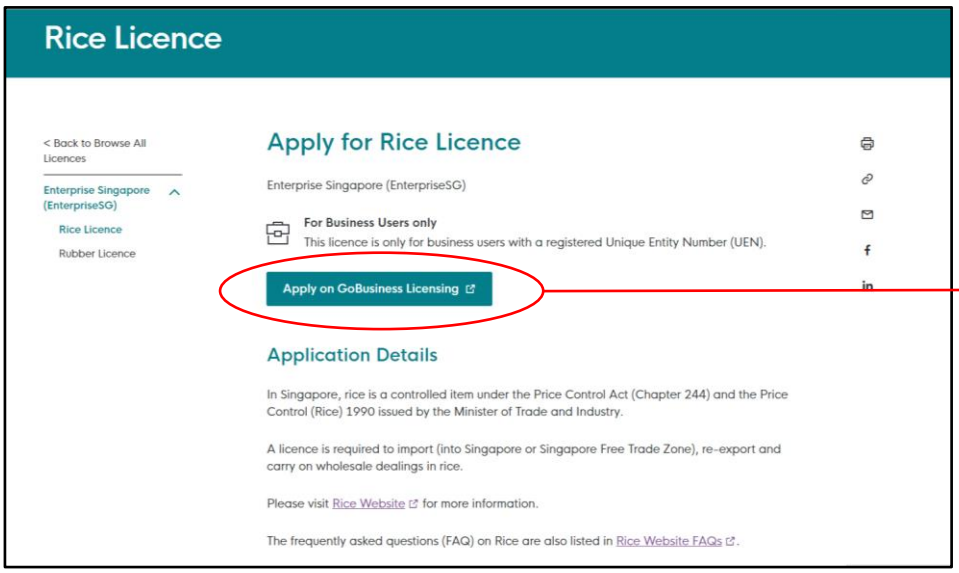
Step-by-step guide to apply for a Rice Licence

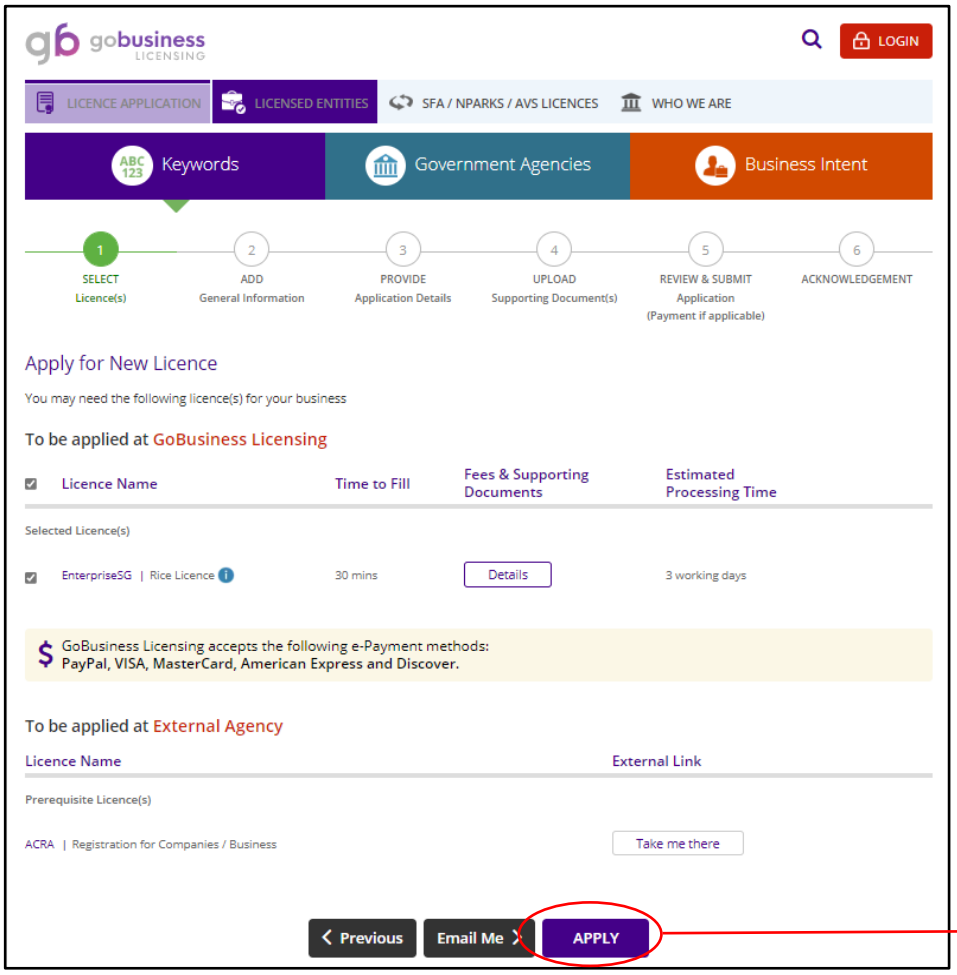
1. Access the Rice Licence (gobusiness.gov.sg) website.
2. Click on the "Apply on GoBusiness Licensing" button. You will be directed to the GoBusiness Licensing Portal.



Page directions

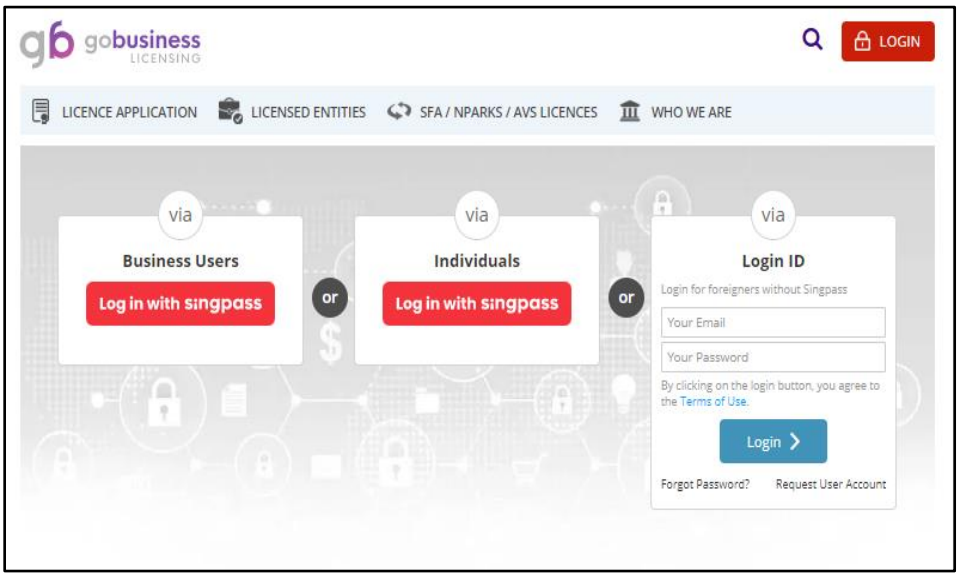
Click on this button

3. Click on the "Apply" button located at the bottom of the page.



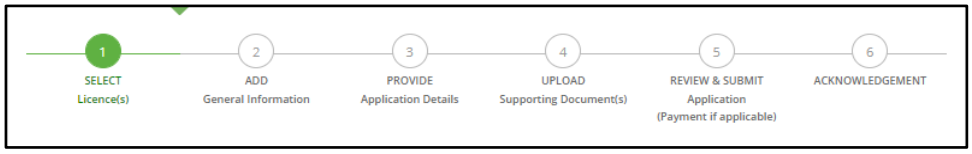
Click on this button

4. Login to GoBusiness Licence Portal via your preferred mode.



5. Read the terms of use and check the box.
6. Click on the appropriate option for the question below.

7. Follow the sections in sequential order. Ensure mandatory fields are filled up to proceed with the application process.



8. Under **Section 2: ADD and Section 3: PROVIDE**, fill in:
    - Applicant's Particulars
    - Applicant's Address
    - Organisation's Details
    - Organisation's Registered Address
    - Organisation's Operating Address
    - Organisation's Contact Details

9. Read the licencing conditions and check the box to indicate you agree to the conditions.
10. Under "Licence Selection", select the licence you would like to apply and the type of rice.
11. Fill in the subsequent questions.
12. Proceed with your application by pressing the "Confirm" button.
13. Under **Section 4: UPLOAD**, if applicable, upload any supporting documents. If not, please select "Offline submission" in the drop-down list and click the "Next" button.
14. Under **Section 5: REVIEW AND SUBMIT**, ensure your details are accurate and proceed with application submission. If prompted, proceed to make payment.