



# GoBusiness Licensing Guide

Step by Step Guide for Regulated Dealers in the  
Precious Stones and Precious Metals Dealers Sector

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## 1 Information You Need for Registration

### Important Notice

#### Login Mode

**(The application fees will not be refunded if you submitted an application by logging in under the wrong mode/entity.)**

#### Login as “For Business Users”

Ensure that you have a valid Corppass of the business entity that the Registration Certificate will be issued to.

(To apply for your Corppass account, please visit <https://www.corppass.gov.sg>. Your Corppass Administrator should also create Corppass User accounts for your GoBusiness Licensing users and select the entity’s e-Services “Ministry of Trade’s GoBusiness Licensing” during account creation.)

- There should be only **one application per business entity** (i.e. one application per UEN). If you have multiple outlets, please add additional outlets within the same application.
- Ensure that your officers’ particulars and business particulars with the Accounting and Corporate Regulatory Authority (ACRA) is updated so that accurate can be auto-populated in the application form.
- It may take around 4 weeks for the Registrar to process an application for registration before granting the registration. It may take longer if additional information is required.

Entity	Information Needed (* Information is auto-populated for ACRA registered entities)
Director Partner Manager Company secretary Substantial shareholder (if you represent a company)	<b>1. Name*</b> <b>2. NRIC/ Passport/ FIN No.*</b> <b>3. Citizenship or Country/ Region of Incorporation*</b> 4. Date of birth 5. Declaration of (a) Any investigations or convictions for offences related to fraud, dishonesty, money laundering or terrorism financing; (b) Any bankruptcy, insolvency or liquidation; (c) Any lawsuit the person was a party to; and (d) Any breach of AML/CFT requirements
Person holding an analogous position involved in the management of the applicant	1. Name 2. NRIC/ Passport/ FIN No. 3. Citizenship or Country/ Region of Incorporation 4. Date of birth 5. Declaration of

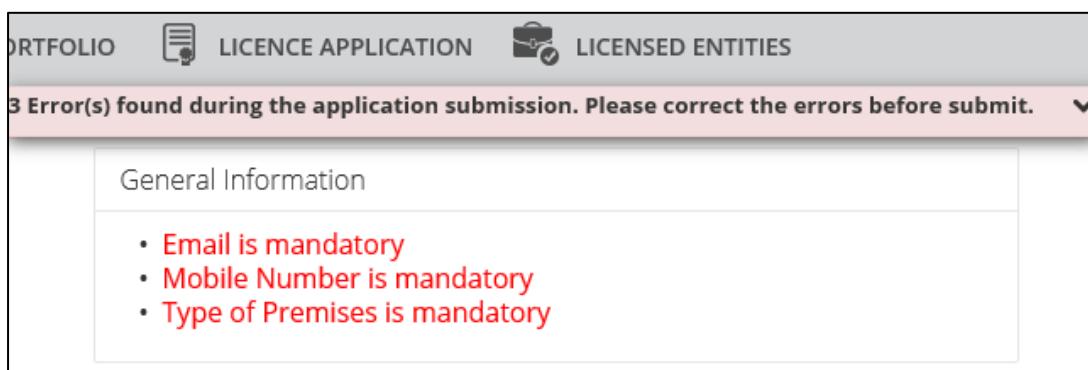
Outlet manager	(a) Any investigations or convictions for offences related to fraud, dishonesty, money laundering or terrorism financing; (b) Any bankruptcy, insolvency or liquidation; (c) Any lawsuit the person was a party to; and (d) Any breach of AML/CFT requirements
Compliance officer	1. Name 2. NRIC/ Passport/ FIN No. 3. Citizenship or Country/ Region of Incorporation 4. Date of birth 5. Email address 6. Mobile number
<b>Business Particulars</b>	<b>Information Needed</b> (* Information is auto-populated for ACRA registered entities)
Address	1. Registered address* 2. Operating address 3. Mailing address 4. Outlet address 5. Business telephone number 6. Business fax number 7. Business email address
Products	Type of precious stones, precious metals and precious products
Activities	Wholesale, manufacturing, retail, etc.
<b>Supporting documents to be attached to the application form:</b>	
<ul style="list-style-type: none"> <li>For applicants who have directors, partners, managers, company secretary, outlet managers, substantial shareholders who are foreign nationals, you should attach a copy of their foreign photo identification document such as passport.</li> <li>For applicants who have corporate shareholders, you should attach a copy of your shareholders' registration information (including particulars of directors, partners, managers, company secretary, outlet managers, substantial shareholders).</li> <li>For applicants who have more than one layer of corporate shareholders, you should attach your organisation structure/ chart up till the individuals who own the group. For listed corporate shareholders, you do not have to provide the name of all your shareholders. You should still provide a list of those who hold more than 5% shares of the listed company.</li> </ul>	

## 2 Useful Tips

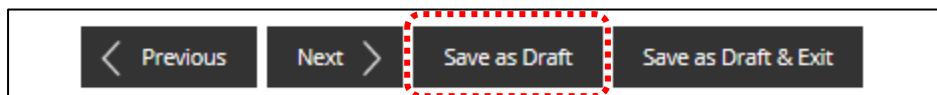
- If there are incomplete/error entries in your submission, an error message will appear at the top of the screen.



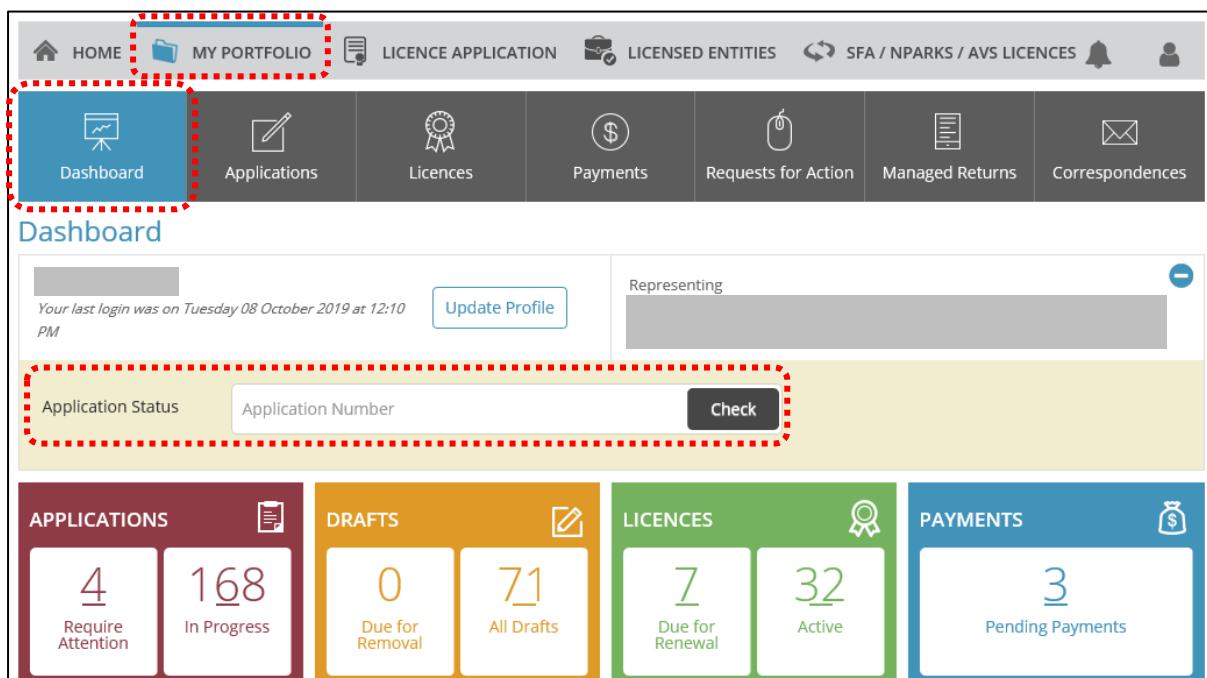
- You can mouse over the error message to view details of the error fields.



- It takes less than 30 minutes to complete the registration application. In case you are unable to complete the application in one go, you may save as draft and continue later.



- Upon submission, an Application Number (Cxxxxxxxxx) will be generated. You may check on the application status under <MY PORTFOLIO>, under <Dashboard>. Enter Application Number at <Application Status>. Click <Search>.



- You may also check on the application status under <MY PORTFOLIO>, under <Applications>. Enter Application Number at <Application Status>. Click <Search>. Or, you may look up your applications listing shown below.

- Types of Application Number

Number	Type
Bxxxxxxxxxx	Draft application
Cxxxxxxxxxx	Submitted new application <sup>1</sup>
Wxxxxxxxxxx	Withdrawn application <sup>2</sup>

Number	Type
Uxxxxxxxxxx	Amend existing licence
Txxxxxxxxxx	Cancel existing licence
Rxxxxxxxxxx	Renew expiring licence

### 3 Useful Contacts

<b>Corppass</b>	<p>Tel: 6643 0577 Mon – Fri: 8am – 8pm Sat: 8am – 2pm Email: <a href="mailto:support@corppass.gov.sg">support@corppass.gov.sg</a> Website: <a href="https://www.corppass.gov.sg">https://www.corppass.gov.sg</a></p> <p><b>Singpass</b></p> <p>Tel: 6643 0555 Email: <a href="mailto:support@singpass.gov.sg">support@singpass.gov.sg</a> Website: <a href="https://www.singpass.gov.sg">https://www.singpass.gov.sg</a></p>	<p>For enquiries relating to <b>Corppass</b> and <b>Singpass</b> matters, e.g.:</p> <ul style="list-style-type: none"> <li><i>register and set up Corppass account</i></li> <li><i>Check registration status</i></li> <li><i>activate Corppass account</i></li> <li><i>forgot/retrieve Corppass ID</i></li> <li><i>forgot/reset Corppass password</i></li> <li><i>register Corppass Admin</i></li> <li><i>create users</i></li> <li><i>assign digital services</i></li> </ul>
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<sup>1</sup> Application is pending agency action. Please look out for your emails whether further information is required, or in-principle approval has been granted requiring payment of the registration fees.

<sup>2</sup> Application may be withdrawn before the in-principle approval has been granted. The application fee is non-refundable.

<b>GoBusiness Licensing</b>	<p>Tel: 6774 1430        Mon – Fri: 8am – 8pm        Sat: 8am – 2pm        Email: <a href="mailto:licences-helpdesk@crimsonlogic.com.sg">licences-helpdesk@crimsonlogic.com.sg</a>        Website:  <a href="https://www.gobusiness.gov.sg/licences">https://www.gobusiness.gov.sg/licences</a></p>	<p>For enquiries relating to <b>GoBusiness Licensing</b> matters, e.g.:</p> <ul style="list-style-type: none"> <li>• <i>GoBusiness Licensing Login ID</i></li> <li>• <i>forgot/reset GoBusiness Licensing password</i></li> <li>• <i>apply for new licence</i></li> <li>• <i>view notifications</i></li> <li>• <i>check application status</i></li> <li>• <i>check application payment advice</i></li> <li>• <i>foreigners apply for LicenceOne ID</i></li> </ul>
<b>Ministry of Law Services Centre</b>	<p><b>Enquiry Line Operating Hours:</b>        Tel: 1800–CALL–LAW        (1800 2255 529)        Mon – Fri: 8.30am – 5.00pm        (Closed on Weekends &amp; Public Holidays)</p> <p><b>Online Enquiry Form:</b>  <a href="https://eservices.mlaw.gov.sg/enquiry/">https://eservices.mlaw.gov.sg/enquiry/</a></p> <p><b>Counter Operating Hours:</b>        Mon – Fri: 8.30am – 5.00pm        (Closed on Weekends &amp; Public Holidays)</p>	<p>For enquiries relating to <b>Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act 2019</b>, e.g.:</p> <ul style="list-style-type: none"> <li>• <i>registration requirements</i></li> <li>• <i>regulatory requirements</i></li> </ul>

## 4 Apply for New Licence (STAGE 1)

### Step 1: SELECT licence to apply

- Go to <https://www.gobusiness.gov.sg/licences>.
- Type in 'precious stones' in the Keywords search box.
- Click <Search>.
  
- Click <Add to Selection>.

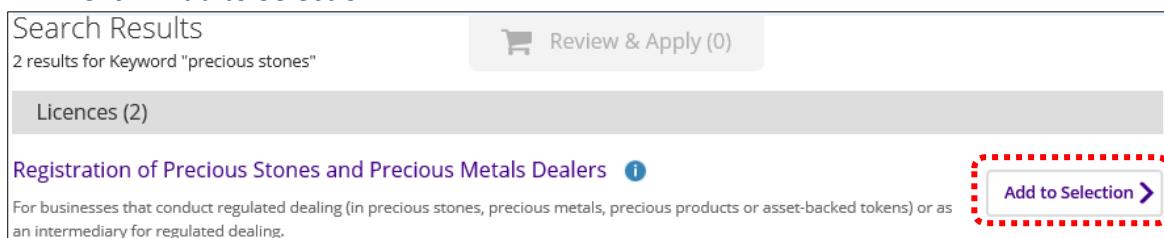
Search Results  
2 results for Keyword "precious stones"

Review & Apply (0)

Licences (2)

**Registration of Precious Stones and Precious Metals Dealers** ⓘ  
For businesses that conduct regulated dealing (in precious stones, precious metals, precious products or asset-backed tokens) or as an intermediary for regulated dealing.

Add to Selection ➔



- Click <Review & Apply (1)>.

Search Results  
2 results for Keyword "precious stones"

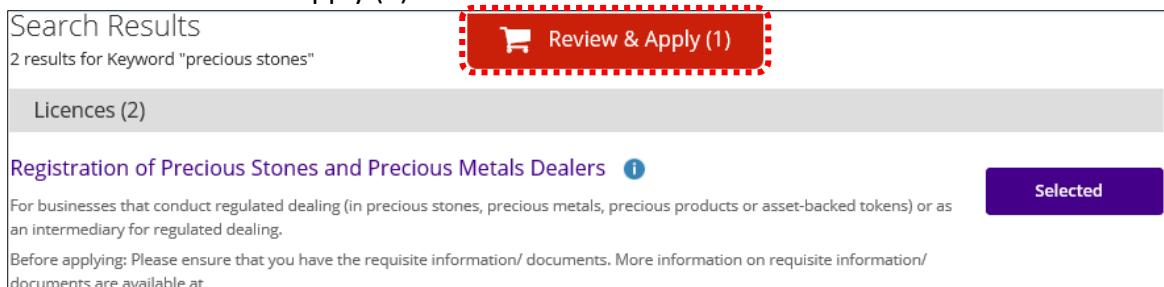
Review & Apply (1)

Licences (2)

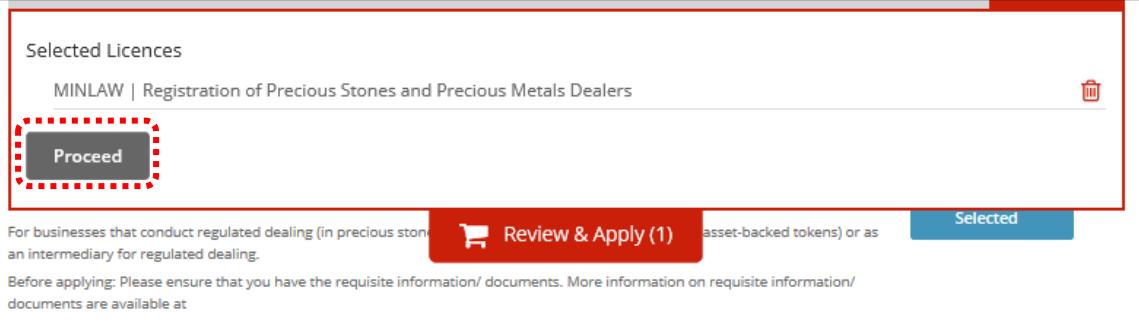
**Registration of Precious Stones and Precious Metals Dealers** ⓘ  
For businesses that conduct regulated dealing (in precious stones, precious metals, precious products or asset-backed tokens) or as an intermediary for regulated dealing.

Before applying: Please ensure that you have the requisite information/ documents. More information on requisite information/documents are available at

Selected



- Click <Proceed>.



Selected Licences

MINLAW | Registration of Precious Stones and Precious Metals Dealers

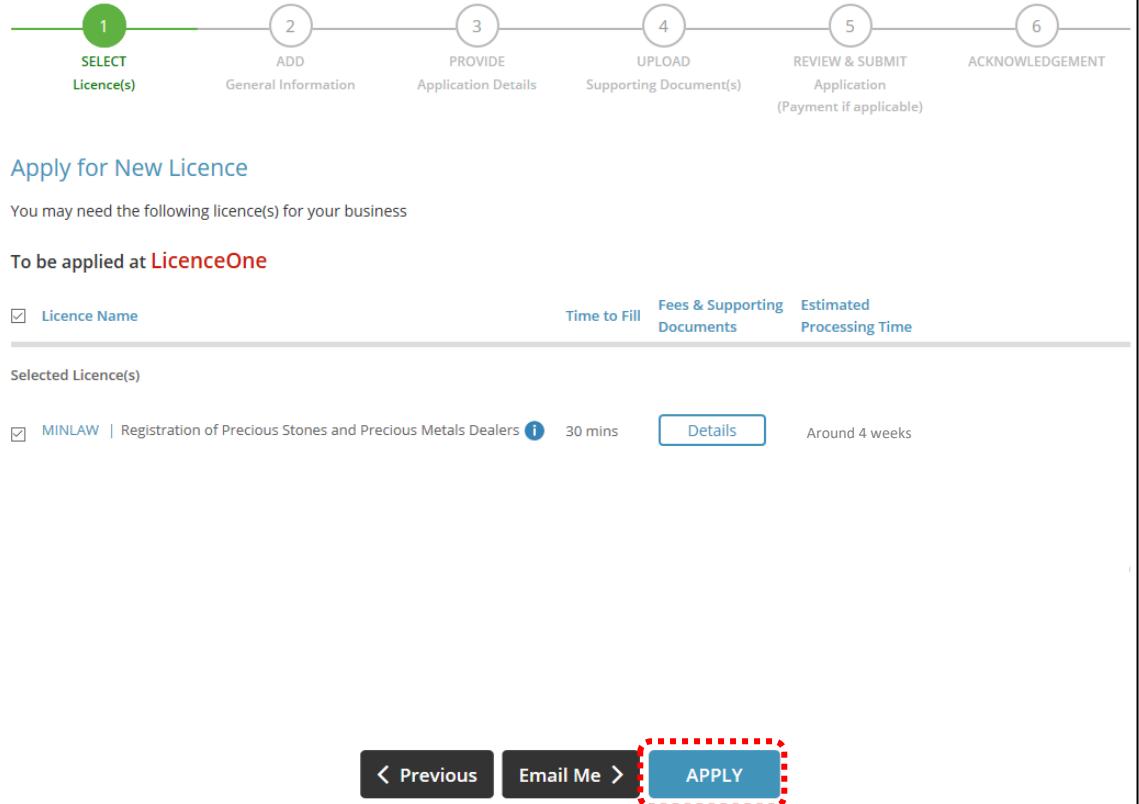
**Proceed**

For businesses that conduct regulated dealing (in precious stones or asset-backed tokens) or as an intermediary for regulated dealing.

Before applying: Please ensure that you have the requisite information/ documents. More information on requisite information/documents are available at [here](#).

**Review & Apply (1)**      **Selected**

- Click <APPLY>.



1 SELECT Licence(s)    2 ADD General Information    3 PROVIDE Application Details    4 UPLOAD Supporting Document(s)    5 REVIEW & SUBMIT Application (Payment if applicable)    6 ACKNOWLEDGEMENT

### Apply for New Licence

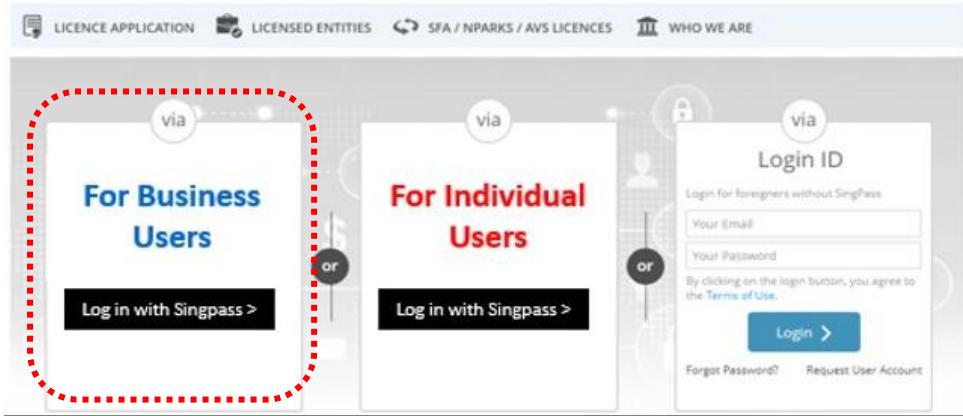
You may need the following licence(s) for your business

To be applied at **LicenceOne**

Licence Name	Time to Fill	Fees & Supporting Documents	Estimated Processing Time
Selected Licence(s)			
MINLAW   Registration of Precious Stones and Precious Metals Dealers <small>i</small>	30 mins	<a href="#">Details</a>	Around 4 weeks

< Previous    Email Me >    **APPLY**

- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab “Singpass login”, then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 2: ADD General Information

- Read and tick the checkbox to agree with the Terms of Use.

**Apply for New Licence**

**Terms of Use**

**I. Agreement**

1. Access this service is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
4. We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

**II. Access To the Website**

1. The accessibility and operation of the Website relies on technologies which are not under our control. We do not guarantee continuous accessibility or uninterrupted operation of the Website.

By clicking on the checkbox, I agree to be bound by the Terms of Use.

- Select whether you are applying as an Applicant, or on behalf of Applicant.
- (if applicable) If you are applying on behalf of the Applicant,
  - Enter Filer's Particulars.
  - Tick if you prefer to receive status updates of licence application via SMS.

I am applying  as an Applicant  on behalf of Applicant

**Filer's Particulars**

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to [Update User Profile](#) screen to edit these information where necessary.

Salutation*	<input type="text"/>	Designation	<input type="text"/>
Name*	<input type="text"/>	Office Tel Number	<input type="text"/>
Citizenship*	<input type="text"/>	Home Tel Number	<input type="text"/>
Gender*	<input type="radio"/> Male <input checked="" type="radio"/> Female	Fax Number	<input type="text"/>
Date Of Birth*	<input type="text"/>	Mobile Number*	<input type="text"/> +65 <input type="text"/>
Primary Contact Mode*	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	Email	<input type="text"/>
		Alternative Email	<input type="text"/>

Tick if you prefer to receive status updates of licence application via SMS

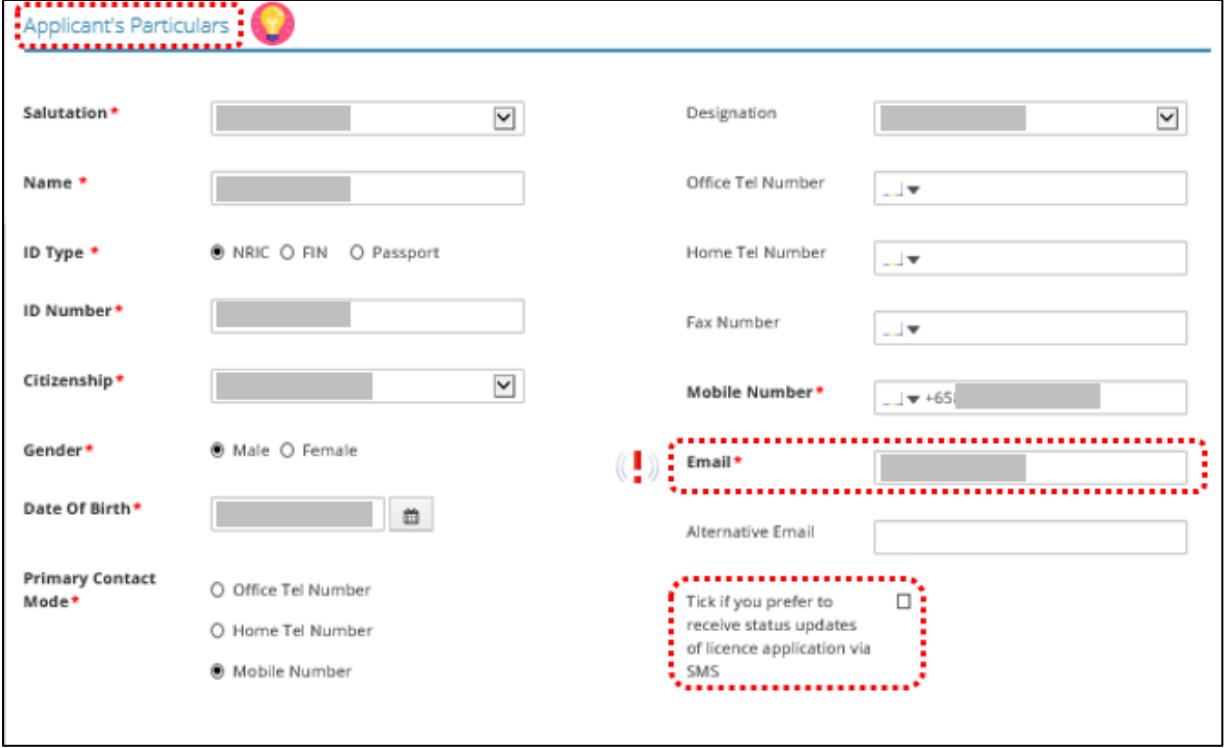
- Enter Applicant's Particulars.
- Tick if you prefer to receive status updates of licence application via SMS.

**Note:** 

- The Applicant refers to the employee who is submitting application.

**IMPORTANT:** 

- The email address is used as a means of receiving notifications from the Registrar.



The screenshot shows a form titled "Applicant's Particulars". The fields include:

- Salutation \* (dropdown menu)
- Name \* (text input field)
- ID Type \*: Radio buttons for NRIC, FIN, or Passport
- ID Number \* (text input field)
- Citizenship \* (dropdown menu)
- Gender \*: Radio buttons for Male or Female
- Date Of Birth \* (text input field) with a calendar icon
- Primary Contact Mode \*: Radio buttons for Office Tel Number, Home Tel Number, or Mobile Number
- Email \* (text input field) highlighted with a red dashed box
- Alternative Email (text input field)
- A checkbox labeled "Tick if you prefer to receive status updates of licence application via SMS" highlighted with a red dashed box

- Enter Applicant's Address.
- Enter Organisation Details.

**Note:**

- <Type of Premises> - choose options according to the following explanation or examples.

Type of Premises	Explanation or examples
Retail outlet	Any place used for retail. It could be located in any type of building.
Showroom	Any place used as showroom. It could be located in any type of building.
Residential	HDB properties, Landed properties, Condominiums and other Apartments, Dormitory, Hostel, Service Apartments.
Office	Office buildings, serviced office, time shared office, company secretary office.
Warehouse	Warehouse facility, Storage Complex.
Others	Industrial (excluding warehouse), Factory, Light Manufacturing, Metal Rolling Mill, Car Park, Stadium.

- You may enter the Postal Code and click <Retrieve Address>. Repeat for similar address fields throughout the application.
- The Applicant refers to the business entity. Enter as per ACRA records.
- Organisation Details – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new application form.

Applicant's Address



Address Type* <input checked="" type="radio"/> Local <input type="radio"/> Foreign	Street Name* <input type="text"/>
Type of Premises* <input type="text"/>	Level <input type="text"/>
Postal Code* <input type="text"/>	Unit Number <input type="text"/>
<input type="button" value="Retrieve Address"/>  <small>Please enter your postal code and click "Retrieve Address".</small>	
Block / House Number* <input type="text"/>	Building Name <input type="text"/>

Organisation Details



Organisation Name <input type="text"/>		
UEN <input type="text"/>		
Organisation Type <input type="text"/>		
UEN of Former Company <input type="text"/>		

- Enter Organisation Registered Address.
- Enter Organisation Operating Address.

**Note:**

- Organisation Registered Address - Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new draft application form.
- Under Organisation Operating Address, enter address where business activities take place. If there are multiple outlets, enter the main outlet's address.
- "Type of Premises" - choose options according to the explanation or examples above.

Organisation Registered Address
💡

Type of Premises	<input type="text"/>	<input type="button" value="▼"/>	
Postal Code	<input type="text"/>	<input type="button" value="Retrieve Address"/>	<small>Please enter your postal code and click "Retrieve Address".</small>
Block / House Number*	<input type="text"/>		
Street Name	<input type="text"/>		
Level	<input type="text"/>		
Unit Number	<input type="text"/>		
Building Name	<input type="text"/>		

Organisation Operating Address
💡

Type of Premises	<input type="text"/>	<input type="button" value="▼"/>	Street Name	<input type="text"/>	
Postal Code	<input type="text"/>	<input type="button" value="Retrieve Address"/>	Level	<input type="text"/>	
<small>Please enter your postal code and click "Retrieve Address".</small>			<small>E.g. 05-01 Key in:05</small>		
Block / House Number	<input type="text"/>			Unit Number	<input type="text"/>
			<small>E.g. 05-01 Key in:01</small>		<input type="text"/>
					<input type="text"/>

- Enter Organisation Contact Details.
- Enter Mailing Address.
- Click <Next>.

**Note:** 

- At the Mailing Address, you may click <Copy> for the address entered earlier to be copied here.
- “Type of Premises” - choose options according to the explanation or examples above.

**Organisation Contact Details**

Tel Number\*

Fax Number

Business Email\*

**Mailing Address**

Organisation Operating Address  

Organisation Registered Address  

**Address Type\***  Local  Foreign 

**Type of Premises\***

**Postal Code\***    
Please enter your postal code and click "Retrieve Address".

Block / House Number

**Street Name\***

Level   
E.g. 05-01 Key in:05

Unit Number   
E.g. 05-01 Key in:01

Building Name

### Step 3: PROVIDE Application Details

- Enter Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager information.

**Note:** 

- Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager information for ACRA registered entities are auto populated from ACRA's records. If the information is not accurate, update ACRA's records and then create a new draft application form.
- For Company Secretary, if the person is involved in any other precious stones and precious metals business, to indicate 'Yes' with details as 'Person is a 3<sup>rd</sup> party company service provider.'



The screenshot shows a six-step process for application submission. Step 3, 'PROVIDE Application Details', is highlighted with a red dotted box. The interface includes fields for Salutation, Name, Citizenship, NRIC/Passport/FIN No, Date of Birth, Designation, and a question about being involved in other precious metals business. A note indicates that Director/Managing Director information is auto-populated from ACRA records.

1. SELECT Licence(s)

2. ADD General Information

3. PROVIDE Application Details

4. UPLOAD Supporting Document(s)

5. REVIEW & SUBMIT Application  
(Payment if applicable)

6. ACKNOWLEDGEMENT

2. Directors/ Managing Directors/ Partner/ Company Secretary / Owner / Manager

Does your organisation have Directors/ Managing Directors details?

Salutation \*

Name \*

Citizenship

NRIC/ Passport/ FIN No \*

Date of Birth

Designation \*

Whether proposed person is involved in any other Precious Stones and Precious Metals business in Singapore (provide details such as business name if 'Yes') \*

Yes  No

If Yes. Provide details

Add

- Enter Compliance Officer Details.
- Click <Add>.

**Important:** 

- Email of Compliance Officer is used by the Registrar to contact the applicant after registration is granted.

**3. Compliance Officer Details**

Salutation*	<input type="text"/>	Name*	<input type="text"/>
Date of Birth*	<input type="text"/> 	ID Type*	<input type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport
Email*	<input type="text"/> 	NRIC/ Passport/ FIN No*	<input type="text"/>
Citizenship*	<input type="text"/>	Mobile Tel Number*	<input type="text"/>
<input type="button" value="Add"/>			
Salutation	Name	Date Of Birth	NRIC/ Passport/ FIN No
Email	ID Type	Mobile Tel Number	Citizenship

- Enter Substantial Shareholding Details (5% or more).

**Note:** 

- Ordinary Share % information – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new draft application form.

**4. Substantial Shareholding Details (5% or more)**

If there are business entities in the list of substantial shareholders, please provide the business entity/ies directors, managers and owners' full name and nationality in Stage 4 of the application form. You should provide a copy of the business entity/ies Certification of Registration and its directors, managers and owners' NRIC/ Passport/ FIN in Stage 4 of this Application Form.

Does your organisation have shareholding  Yes  No

Is Voting Share applicable for this company?*	<input type="text"/>		
Substantial Shareholder name*	<input type="text"/>	No. of Ordinary shares	<input type="text"/>
Substantial Shareholder NRIC/ Passport/ FIN No/ UEN No*	<input type="text"/>	Voting Shares %	<input type="text"/>
Citizenship	<input type="text"/>		
Ordinary Shares %	<input type="text"/> 		
<input type="button" value="Add"/>			

- Declare if there is any PSMD licence obtained overseas.
- Declare Other Information.

**Note:**

- The Applicant here refers to the business entity.
- Other person holding an analogous position involved in the management of the applicant includes Compliance Officer and positions such as Chairman and Chief Executive Officer (CEO).
- If there is a positive declaration, please state the “particulars” such as the individual or business entity name, period of offence, period of conviction/ bankruptcy and status.

#### 5. Approved Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas

Do you have a Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas\*

Yes  No

#### 6. Other Information

1. Do you have a bank account in Singapore for the purpose of your business of regulated dealing?\*

Yes  No

2. Do you have credit card/ charge card payment facilities for the purpose of your business of regulated dealing?\*

Yes  No

3. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted in Singapore, or elsewhere for any offence (excluding parking offences):

The applicant

- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary

Other person holding an analogous position involved in the management of the applicant

- Employee managing the applicant's business of regulated dealing or business as an intermediary?\*

If yes, please state particulars

4. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted of any money laundering or terrorism financing (ML/TF) offence as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act:

The applicant

- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary

Other person holding an analogous position involved in the management of the applicant

- Employee managing the applicant's business of regulated dealing or business as an intermediary?\*

If yes, please state particulars

Yes  No

5. Has the following persons (where applicable) ever been a party to a lawsuit, as a plaintiff, defendant, arbitrator, or claimant? Lawsuits include but are not limited to the following:  
negligence matters, contract matters, debt matters and bankruptcies. Please include ongoing lawsuits at the point of registration application.

- The applicant   
- Substantial shareholder  
- Director  
- Manager  
- Partner

Company Secretary 

- Other person holding an analogous position involved in the management of the applicant  
- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state particulars

Yes  No

6. Has the following persons (where applicable) ever been adjudicated bankrupt or filed a petition for any type of bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law:

- The applicant   
- Substantial shareholder  
- Director  
- Manager  
- Partner

Company Secretary 

- Other person holding an analogous position involved in the management of the applicant  
- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state particulars

Yes  No

7. Has the following persons (where applicable) ever been refused the right, or restricted in its or his right, to carry on any trade, business or profession for which a specific licence, registration or other authorisation is required by law in any jurisdiction on grounds of MLTF risk or past breaches or anti-money laundering and countering the financing of terrorism (AML/CFT) requirements:

- The applicant   
- Substantial shareholder  
- Director  
- Manager  
- Partner

Company Secretary 

- Other person holding an analogous position involved in the management of the applicant  
- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state particulars

Yes  No

8. Do you have any other persons holding an analogous position involved in the management of the applicant, who is not in the list of directors and shareholders? e.g. commonly used positions may include the Chairman and CEO. \*

Yes  No  Not Applicable

If yes, please state particulars

9. I have contacted and checked with every one of the key personnel listed in this application form on the information above. [Note: If you are completing this application form, you may want the key personnel to complete a self declaration form with the above mentioned questions to ensure that the key personnel are aware. \*

Yes  No

10. Please state all the relevant permits or licences that are relevant to the business, that you have obtained. Examples of relevant licences include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.

[Large empty box for listing permits and licences]

- Enter Place of business.
- Click <Add>.
- Add on only if you have more than 1 place of business.

**Note:** 

- Enter only 1 Place of business even if the store occupies 2 or more adjoining units' space.
- For the Place of business, enter name of shopping mall or road name.
- If you have more than 1 Outlet Manager per Place of business, click on the specific Place of Business and enter 1 Outlet Manager particulars at a time and click <Add>. Repeat for the additional Outlet Managers.

7. Place of business (where regulated dealing as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act, is conducted)

Note: Please provide the following details of all the places of business where regulated dealing is conducted. If you do not have a physical place of business, please include details of your organisation operating address.

<b>Place of business *</b>	<input type="text"/>		<b>Level</b>	<input type="text"/> <small>E.g. 05-01 Key in:05</small>
<b>Postal Code *</b>	<input type="text"/>	<b>Retrieve Address</b>	<b>Unit Number</b>	<input type="text"/> <small>E.g. 05-01 Key in:01</small>
<b>Block/House Number *</b>	<input type="text"/> <input checked="" type="checkbox"/>		<b>Building Name</b>	<input type="text"/>
<b>Street Name *</b>	<input type="text"/>		<b>Contact Number</b>	<input type="text"/>

Registration of (Multiple) Outlet Managers for each outlet

<b>Name of outlet Manager/ person in-charge *</b>	<input type="text"/> 	<b>ID Type *</b>	<input type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport
<b>Contact number of outlet Manager/ person in-charge *</b>	<input type="text"/> <input style="width: 20px; height: 20px; vertical-align: middle;" type="button" value="..."/>	<b>Date of Birth</b>	<input type="text"/> <input style="width: 20px; height: 20px; vertical-align: middle;" type="button" value="..."/>
		<b>Identification number of outlet Manager/ person in-charge *</b>	<input type="text"/>
		<b>Citizenship</b>	<input type="text"/> <input checked="" type="checkbox"/>

**Add**  

Name of outlet Manager/ person in-charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge	
<input style="width: 100px; height: 30px; background-color: black; color: white; font-weight: bold; border: none; margin-bottom: 5px;" type="button" value="Add"/>  						
Name of the outlet		Outlet Address	Contact Number			

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx>) to understand more on the registration tiers available
  - Class A: The net price of every related product sold by the registered dealer is less than \$2,000 a piece." - Registration fees of \$250 per outlet.
  - Class B: The registered dealer is allowed to sell related products of any value. - Registration fees of \$350 per outlet.

Registration Tier	Registration Condition Imposed	Registration Fees	Duration
<b>Class A</b>	The registration is subject to a condition that the net price of every precious stone, precious metal, precious product or asset-backed token that is or is to be sold by the registered dealer be less than \$2,000 a piece.	\$250 per outlet annually	To be renewed annually
<b>Class B</b>	The registered dealer is allowed to sell precious stones, precious metals, precious products or asset-backed tokens of any value.	\$350 per outlet annually	To be renewed annually

#### 8. Class of Registration

Please note that the class of registration granted will be subject to the Registrar's assessment and approval.

Class of Registration\*

Class A – The net price of every related product sold by the registered dealer is less than \$2,000 apiece  
Class B – The registered dealer is allowed to sell related products of any value.

- Read and tick <Authorisation> to agree with the authorisation.

#### 9. Authorisation

HEREBY AUTHORISE the Registrar and its authorised officers to have access to and to inspect and obtain copies of:  
 (i) Any records relating to investigations conducted by the police, law enforcement agencies or any regulatory bodies;  
 (ii) Any court records relating to any present or past civil or criminal court proceedings;  
 (iii) Any records relating to any bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law; and  
 (iv) Any other document, record or correspondence reasonably related to these probity investigations for purpose of determining whether or not any person is a fit and proper person under Part 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act.

- Select the option that applies to your business activities.
- Click <Proceed>.

**Note:**



- Precious stones, precious metals and precious products refer to the following:

<p><b>Precious Stones</b> (<i>diamond, sapphire, ruby, emerald, jade (including nephrite and jadeite) and pearl</i>) include loose stones, which are not affixed to a finished product and do not fall under the definition of precious products.</p>	<p><b>Precious Metals</b> (<i>gold, silver, platinum, iridium, osmium, palladium, rhodium, ruthenium</i>) include gold ingots or silver coins with the manufacturer stamp or imprint, ore and concentrates with at least 2% of weight in any of the aforementioned metals.</p>
<p><b>Precious products</b> include the following types of finished products:</p> <ul style="list-style-type: none"> <li>• Jewellery for example, a diamond set in a ring, a jade bangle, 999 gold coin shaped into a pendent or bracelet charm;</li> <li>• Watch for example a watch encrusted with diamonds, digital watch made of gold;</li> <li>• Ornaments for example, a silver vase, an art piece made out of gold, a seal carved out of jade;</li> <li>• Accessories for example, a handbag affixed with diamonds, pearl brooch;</li> <li>• Apparel for example, a blouse affixed with sapphires.</li> </ul>	

**10. Select the option that applies to your business**

will conduct any cash or cash equivalent transaction with a value, or any 2 or more related cash transactions in a single day with a total value, which exceeds SGD 20,000 (or its equivalent in foreign currency) with any customer for the sale or purchase of any precious stone, precious metal or precious product.\*

Yes  No

1) Which of the following product categories does your business deal in?

(You may select more than one answer)

(1) Precious stones (refers to loose stones):

- (a) No. I do not deal in precious stones
- (b) Diamonds
- (c) Sapphire
- (d) Ruby
- (e) Emerald
- (f) Jade including nephrite and jadeite
- (g) Pearl

(2) Precious metals (refers to bullion or precious metals in its original form):

- (a) No. I do not deal in precious metals
- (b) Gold
- (c) Silver
- (d) Platinum
- (e) Iridium
- (f) Osmium
- (g) Palladium
- (h) Rhodium
- (i) Ruthenium
- (j) An alloy with at least 2% of weight in any of the above metals

(3) Precious products (any finished product, other than any industrial tool or medical device, that derives 50% or more of its value from any precious stone or precious metal contained in or attached to that product):

- (a) No. I do not deal in precious products
- (b) Jewellery
- (c) Watch with precious metals or stones
- (d) Coin
- (e) Ornament
- (f) Accessory
- (g) Apparel
- (h) Others (please specify):

Others (please specify):

(4) Asset-backed tokens (e.g. Bullion-backed certificates)

- (a) No. I do not deal in Asset-backed tokens
- (b) Yes, Please specify:

Yes, Please specify:

(5) Virtual assets (e.g. Gold-backed cryptocurrency)

- (a) No. I do not deal in Asset-backed tokens
- (b) Yes, Please specify:

Yes, Please specify:

2) Which of the following best describes your business activity?

(You may select more than one answer)

(1) Precious stones

(1) What type of precious stones do you deal in?

- (a) No. I do not deal in precious stones
- (b) Rough precious stones
- (c) Cut and polished precious stones

(2) Which of the following best describes your loose precious stones business activity

- (a) No. I do not deal in precious stones
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution

(2) Precious metals

(1) Which of the following best describes your loose precious metals business activity

- (a) No. I do not deal in precious metals
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution
- (k) Recycling
- (l) Buying and selling scrap markets
- (m) Others (please specify):

Others (please specify):

(3) Precious products

(1) Which of the following best describes your precious products business activity

- (a) No. I do not deal in precious products
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution
- (k) Others (please specify):

Others (please specify):

< Previous

Proceed >

Save as Draft

Save as Draft & Exit

## Step 4: UPLOAD Supporting Documents

- Upload documents as necessary.
- Click <Next>.

### **IMPORTANT:**

- For foreigners, provide the Work pass (front and back) /Passport (particulars page) for personnel listed under No. 2.
- Each attachment is limited to 2MB. Acceptable file formats are:
  - Work pass/ Passport: pdf, jpg, png
  - Foreign Business Registry Records: pdf, xls, xlsx, doc, docx
  - Others: pdf, xls, xlsx, doc, docx



**Apply for New Licence**

Registration of Precious Stones and Precious Metals Dealers

Document Name	Type	Attachment	Action
1. Please provide the NRIC/FIN/Passport of the person holding an analogous position involved in the management of the applicant and the outlet manager/ person in-charge of the outlet (if applicable)			
2. For foreigners / foreign business entities, please provide the FIN/Passport of the following persons: - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an analogous position involved in the management of the applicant - Employee managing the applicant's business or regulated dealing or business as an intermediary.	ONLINE UPLOAD		
Please name your file in the following manner: NRIC/FIN/PASSPORT NUMBER.pdf Acceptable File Format: pdf, jpg, png Acceptable File Size: maximum: 2 MB			
<b>Foreign Business Registry Records</b> Only applicable for foreign business entities Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		
<b>Others</b> Any other documents Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		

  Save as Draft | Save as Draft & Exit

## Step 5: REVIEW & SUBMIT Application

- Review all information entered.
- Read and tick General Declaration to provide your declaration.
- Click <Submit>.

### **IMPORTANT:**

- Ensure that all individuals and entities in the application form confirmed that their details and declaration of investigations or convictions, bankruptcy, insolvency or liquidation; lawsuits and breach of AML/CFT requirements are correct.

**Information Review**

**Filer's Particulars**

Salutation	Designation
Name	Office Tel Number
Citizenship	Home Tel Number
Gender	Fax Number
Date Of Birth	Mobile Number

**Declaration**

**General Declaration**

1. 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.

**Registration of Precious Stones and Precious Metals Dealers**

1. I declare that I have the authority to represent the applicant.  
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/ the applicant if I had knowingly provided false information.  
All information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the registration granted may be cancelled or suspended. I also understand that the application fee and registration fee is non-refundable.  
I agree that the registration in-principle-approval granted to me will lapse if I fail to pay my registration fees within 30 days after receiving a notification from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable.  
I am aware that my registration would not be granted to me if the registration fee is not paid.  
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.

**Submit**

- Click <PROCEED WITH PAYMENT> to make payment for the Application Fee.

**Note:** 

- Payment modes include PayPal, Visa, MasterCard, American Express and Discover. Goods and Services Tax (GST) is not applicable.

**IMPORTANT:** 

- The application fee is non-refundable.

### Make Payment

Description	Fee Type	Fee	GST	Payment Due Date	Sub Total
MINLAW - Registration of Precious Stones and Precious Metals Dealers	Processing Fee	\$ [REDACTED]	Not applicable	06/05/2021	\$ [REDACTED] 0
Grand Total \$ [REDACTED]					

**PROCEED WITH PAYMENT**

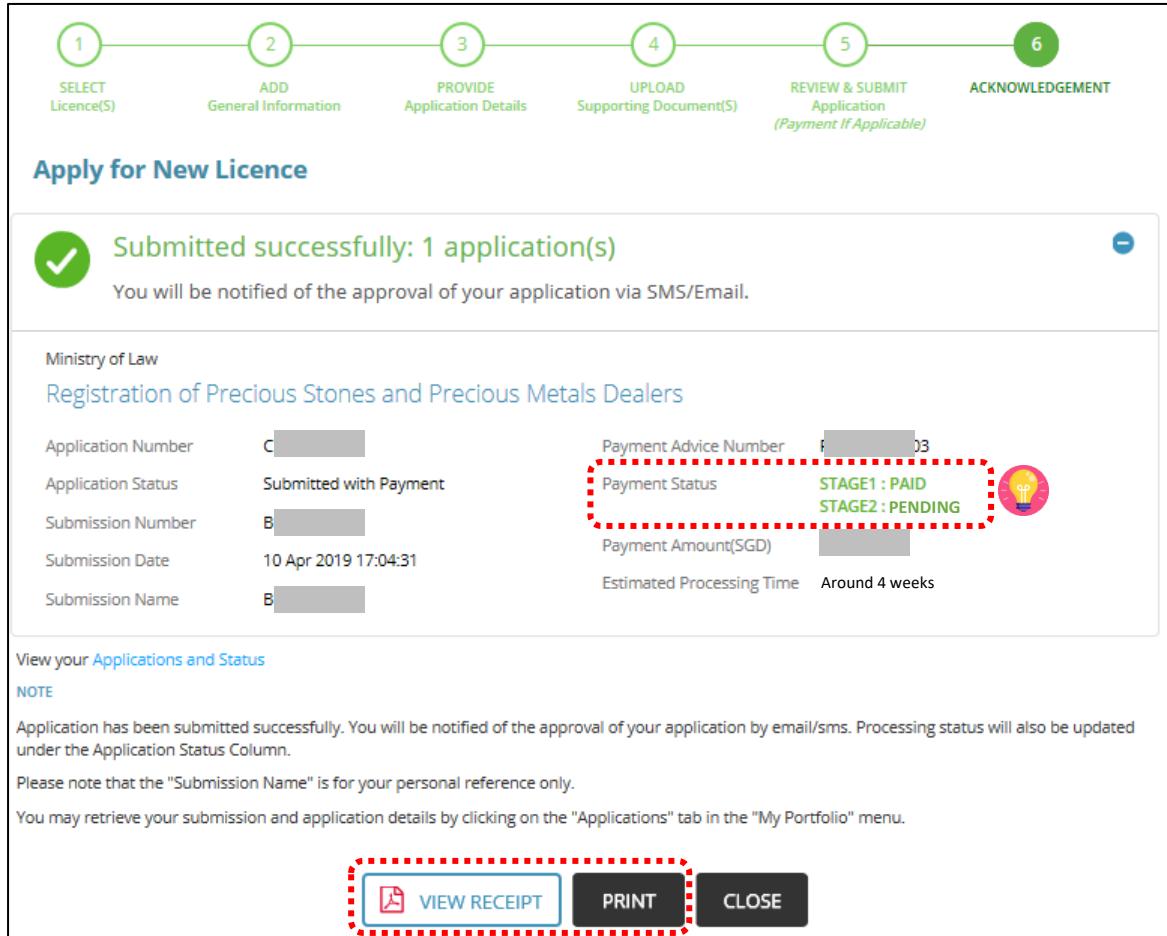


## Step 6: ACKNOWLEDGEMENT

- Click <VIEW RECEIPT> to save and/or print the application fee receipt.
- Click <PRINT> to print the application submission.

**Note:** 

- Check Payment Status that **STAGE1** has been PAID. This refers to the Application Fee.
- Upon notification of the in-principle approval via email in around 4 weeks' time, you may log in to GoBusiness Licensing to make payment for **STAGE2**, which is the Registration Fee.



The screenshot shows the final step of the application process, "ACKNOWLEDGEMENT". A green circular icon with the number 6 is next to the text "ACKNOWLEDGEMENT". Below it, a note says "(Payment If Applicable)".

**Apply for New Licence**

 Submitted successfully: 1 application(s) -

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	C [REDACTED]	Payment Advice Number	F [REDACTED] 03
Application Status	Submitted with Payment	Payment Status	STAGE1 : PAID STAGE2 : PENDING
Submission Number	B [REDACTED]	Payment Amount(SGD)	[REDACTED]
Submission Date	10 Apr 2019 17:04:31	Estimated Processing Time	Around 4 weeks
Submission Name	B [REDACTED]		

[View your Applications and Status](#)

**NOTE**

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

 [VIEW RECEIPT](#) [PRINT](#) [CLOSE](#)

## 5 Pay Registration Fee (STAGE 2)

### **IMPORTANT:** ( ! )

- You will receive the in-principle approval via email (Refer to sample email below).
- You are required to pay the registration fee within **30 days** via GoBusiness Licensing portal.
- If the outstanding payment is not paid within 30 days, the in-principle approval granted will lapse. You will be required to submit a new registration application and your application fee will not be refunded.

From: mlaw\_no\_reply@mlaw.gov.sg <mlaw\_no\_reply@mlaw.gov.sg>

Sent: Tuesday, 13 August 2019 7:49 PM

To: [REDACTED]

Subject: LicenceOne - In-Principle Approval

Dear Sir/Madam,

We have reviewed your application and we are pleased to inform you that we are granting you an In-Principle-Approval (IPA) for your registration application. The conditions for granting your registration application's IPA are:

1. The maximum number of places of business at which [REDACTED] is authorised to act as or hold out to be a regulated dealer, during the validity period of the registration, is [REDACTED].

#### Note

If [REDACTED] intends to carry out any regulated activity at any place of business which is in excess of the maximum number of places of business at which [REDACTED] is authorised to do so under paragraph 1 of the conditions of registration, then [REDACTED] must apply to the Registrar to modify the condition of registration in paragraph 1. For the avoidance of doubt, before the Registrar may modify the condition, [REDACTED] must pay the prescribed registration fees.

Your Certificate of Registration with the abovementioned conditions will be issued to you after your payment of \$ [REDACTED] processed. (Please refer to the Payment Advice Overview below. For more details, please visit <https://licence1.business.gov.sg/>.)

#### Payment Advice Overview:

Application Number: C [REDACTED]

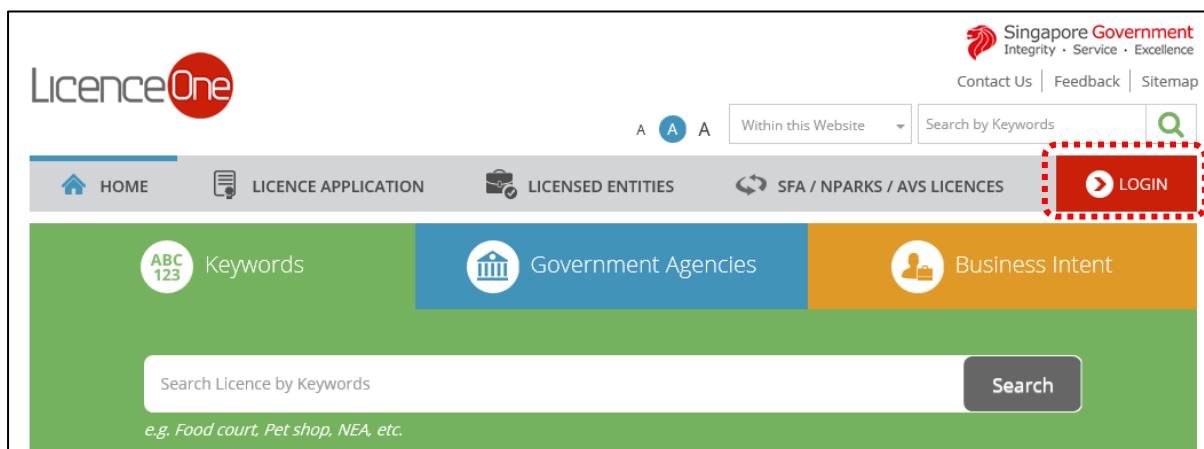
Application Type: Payment of Registration

Certificate Name: Certificate of Registration (Precious Stones and Precious Metals Dealers)

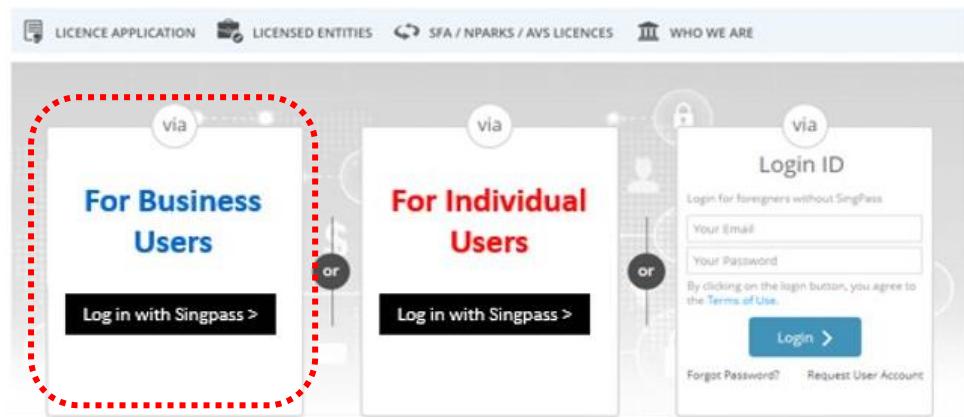
Payment Due Date: 03/09/2019 ( ! )

Payable Amount(\$\$): [REDACTED] ( ! )

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab “Singpass login”, then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: Search for Payment Advice

- Click <MY PORTFOLIO> to view your dashboard.
- Click <PAYMENTS>. Search for your Application Number (Cxxxxxxxxx) or type in your Application Number in the Application Status box.
- Click <Action>.
- Click <Make Payment>.

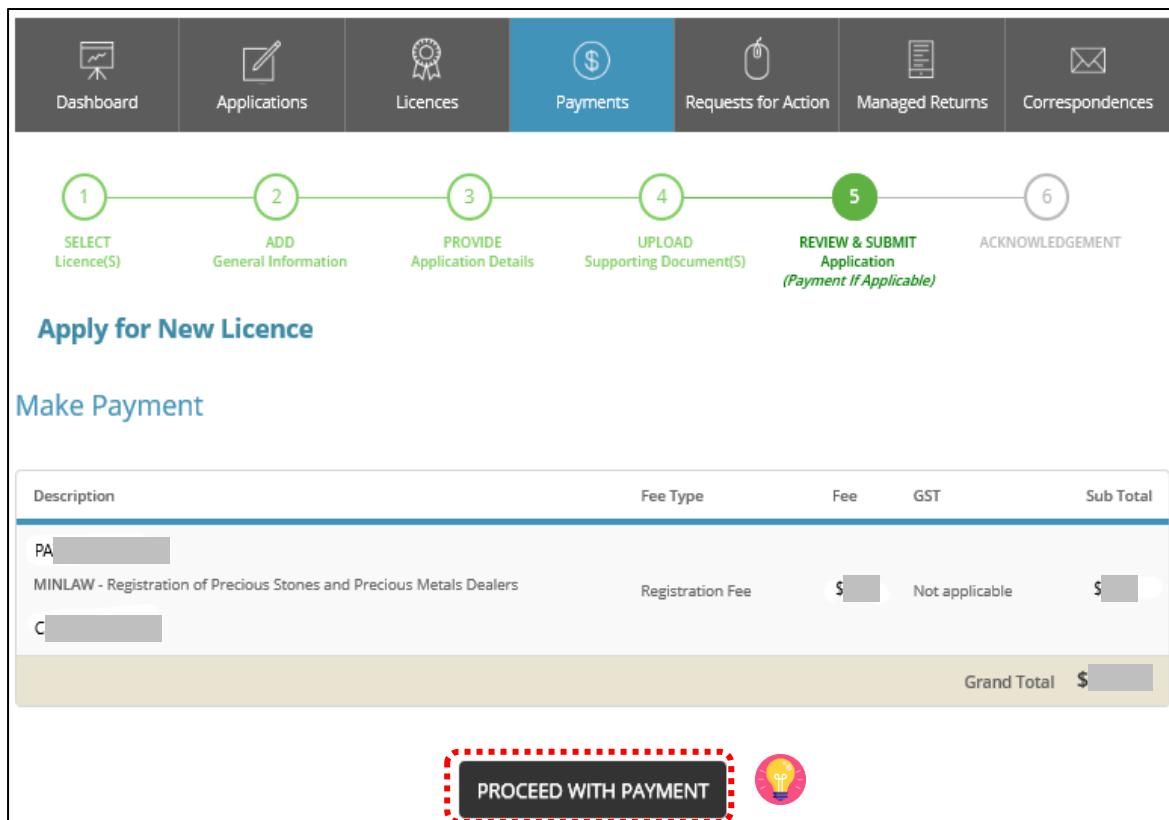
The screenshot shows the GoBusiness Licensing Guide for Regulated Dealers dashboard. At the top, there is a navigation bar with links for HOME, MY PORTFOLIO, LICENCE APPLICATION, LICENSED ENTITIES, and user profile icons. Below the navigation bar is a row of seven buttons: Dashboard, Applications, Licences, Payments, Requests for Action, Managed Returns, and Correspondences. The 'Dashboard' button is highlighted with a red dashed box. The main content area is titled 'Dashboard'. It includes a 'TEST' section with a last login timestamp and a 'Update Profile' button. A 'Representing' section lists 'PARADISE TELECOM (ASIA) PTE LTD (UEN: 199707776Z)' and its address. Below these sections is a 'Check' button with a red dashed box around it. A status message below the check button says 'Status of Application C submitted on 06/03/19: Approved but Pending Payment.' A red dashed box highlights the 'Check' button and the status message. Below this is a summary section with four colored boxes: APPLICATIONS (purple), DRAFTS (orange), LICENCES (green), and PAYMENTS (blue). Each box contains numerical counts and status details. The PAYMENTS box is also highlighted with a red dashed box. At the bottom, there is a table with columns for Payment Advice Number, Application Number, Agency, Licence Name, Amount (SGD), Payment Due Date, and Action. A specific row in the table is highlighted with a red dashed box, showing 'PA' in the first column and 'Action' with a dropdown menu containing 'Make Payment' in the last column.

## Step 2: Proceed with Payment

- Click <PROCEED WITH PAYMENT> to make payment for Registration Fee.

**Note:** 

- Payment modes include PayPal, Visa, MasterCard, American Express and Discover. Goods and Services Tax (GST) is not applicable.



The screenshot shows the 'Payments' tab selected in the navigation bar. Below it, a horizontal flowchart indicates a six-step process: 1. SELECT Licence(S), 2. ADD General Information, 3. PROVIDE Application Details, 4. UPLOAD Supporting Document(S), 5. REVIEW & SUBMIT Application (Payment If Applicable), and 6. ACKNOWLEDGEMENT. Step 5 is highlighted with a green circle and the number '5'. The 'Make Payment' section displays a table of fees:

Description	Fee Type	Fee	GST	Sub Total
PA [REDACTED] MINLAW - Registration of Precious Stones and Precious Metals Dealers	Registration Fee	\$ [REDACTED]	Not applicable	\$ [REDACTED]
C [REDACTED]				
				Grand Total \$ [REDACTED]

At the bottom of the 'Make Payment' section, a red dashed box surrounds the 'PROCEED WITH PAYMENT' button, which is accompanied by a lightbulb icon.

### Step 3: Acknowledgement

- Check that **STAGE2** has been PAID. This refers to the Registration Fee.
- Click <VIEW RECEIPT> to save and/or print the registration fee receipt.
- Click <PRINT> to print the payment acknowledgement.

The screenshot shows a step-by-step application process with 6 steps. Step 3 is highlighted in green. The final step, 'ACKNOWLEDGEMENT', is also green and contains the following text:

**ACKNOWLEDGEMENT**  
(Payment If Applicable)

**Apply for New Licence**

**Submitted successfully: 1 application(s)**

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	C [REDACTED]	Payment Advice Number	PA [REDACTED]
Application Status	Approved with Payment	Payment Status	STAGE1 : PAID STAGE2 : PAID
Submission Number	B [REDACTED]	Payment Amount(SGD)	[REDACTED]
Submission Date	26 Mar 2019 22:01:45	Estimated Processing Time	Between 3 to 6 months
Submission Name	B [REDACTED]		

[View your Applications and Status](#)

**NOTE**  
Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

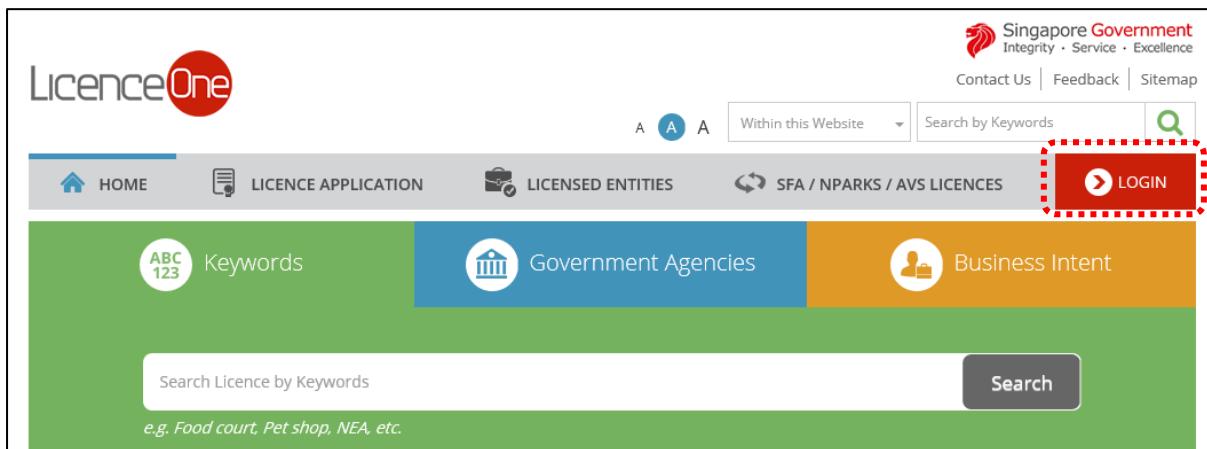
Please note that the "Submission Name" is for your personal reference only.

You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

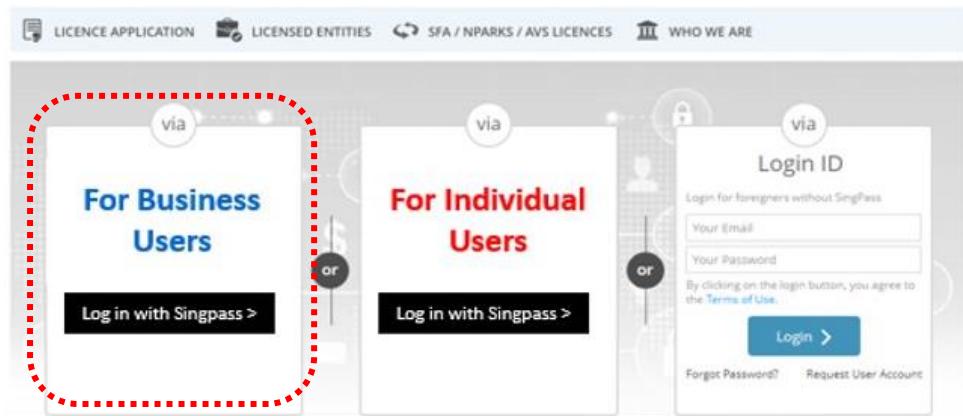
**VIEW RECEIPT** **PRINT** **CLOSE**

## 6 Withdraw Application

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app)
  - Password Login (Select tab "Singpass login", then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: Retrieve application to withdraw

- Click <Applications> tab. Search for Application Number (Cxxxxxxxxxx) that you wish to withdraw.
- Click <Action>.
- Click <Withdraw>.

The screenshot shows the 'Applications' tab selected in the top navigation bar. Below it, there are tabs for 'Applications' and 'Drafts'. A search bar with placeholder text 'Agency Name, Licence Name, Application Number' and a 'SEARCH' button are present. To the right is an 'Advanced Search' link. The main area displays a table with columns: Application Number, Licence Name, Application Status, Submission Name, Submission Date, and Action. A specific row is highlighted, showing 'Registration of Precious Stones and Precious Metals Dealers' with 'Pending Agency Action' status. The 'Action' dropdown menu for this row is open, with 'Withdraw' highlighted by a red dashed box.

- You may also key in the Application Number (Cxxxxxxxxxx) and click <CHECK>.
- Click on the Application Number (Cxxxxxxxxxx).

This screenshot shows the 'Application Details' page for a specific application. It includes fields for Application Number (C [REDACTED]), Application Type (New), Submission Date (26 Sep 2019), Application Status (Pending Agency Action), Company (redacted), Created Date (26 Sep 2019), Applicant (redacted), Submission Name (B [REDACTED]), Filer (redacted), Remarks (--), and Business Operating Address (redacted). At the bottom, there are buttons for 'BACK', 'DUPLICATE', 'WITHDRAW' (highlighted by a red dashed box), and 'VIEW APPLICATION FORM'.

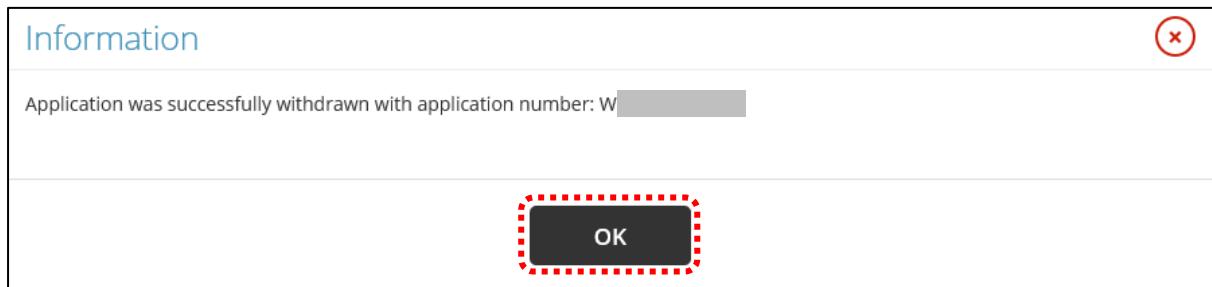
- Click <WITHDRAW>.

This screenshot shows the 'Application Details' page again, focusing on the 'WITHDRAW' button at the bottom of the form, which is highlighted by a red dashed box.

- Key in the <Reason> for withdrawal.
- Click <OK>.

A screenshot of a dialog box titled "Reason". It contains a text input field labeled "Reason\*" with a red asterisk indicating it is required. Below the input field are two buttons: "OK" and "CANCEL". Both the input field and the "OK" button are highlighted with a red dashed rectangle, indicating they are the focus of the instructions.

- An information box will pop out with the comment:  
‘Application was successfully withdrawn with application number: Wxxxxxxxxxx’.
- Click <OK>.



- You may view the withdrawn application (**Wxxxxxxxxxx**) under the <Applications> tab. The Application Status for the withdrawn application now shows as <Approved>.
- You may click the Application Number (**Wxxxxxxxxxx**) to view the withdrawn application details.

**Applications**

Applications Drafts

Agency Name, Licence Name, Application Number

SEARCH Advanced Search

Application Number	Licence Name	Application Status	Submission Name	Submission Date	Action
W [redacted]	Registration of Precious Stones and Precious Metals Dealers	Approved	B [redacted]	07 Oct 2019 15:04:44	

**Application Details**

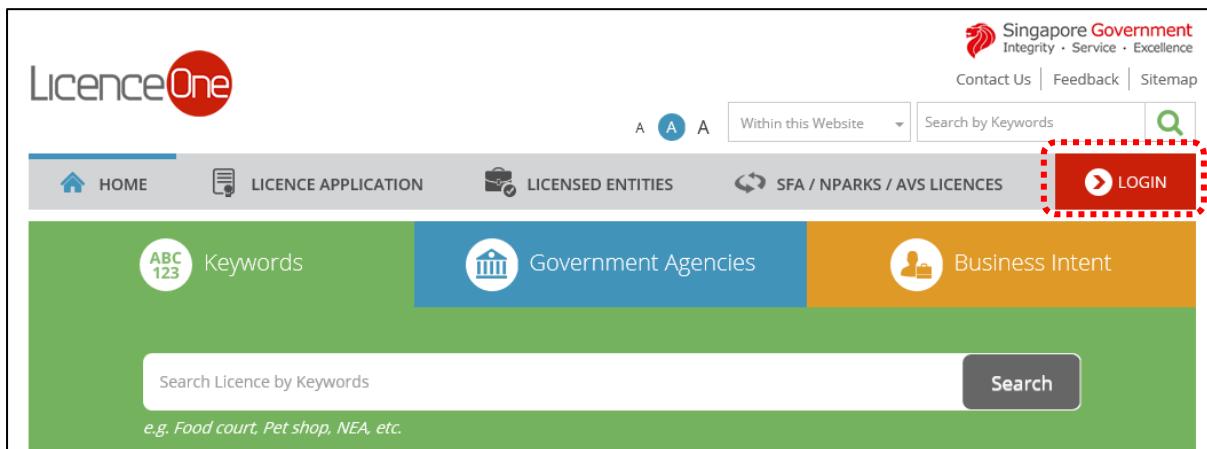
Ministry of Law

Registration of Precious Stones and Precious Metals Dealers

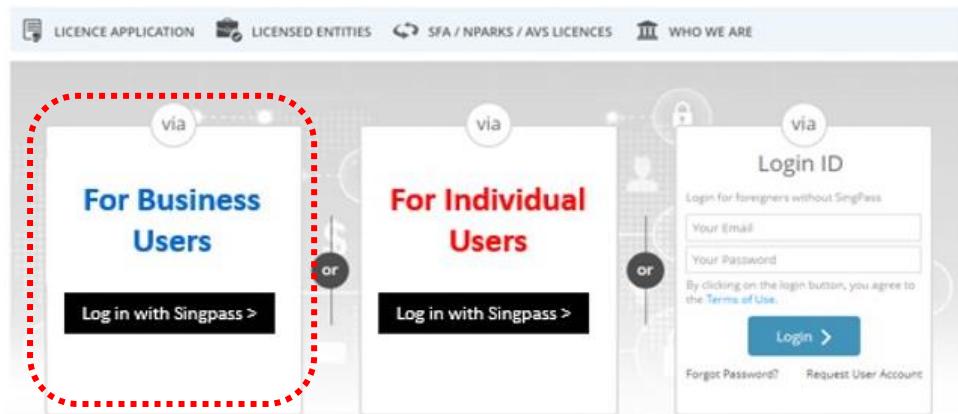
Application Number	W [redacted]	Submission Date	07 Oct 2019
Application Type	Withdrawal	Company	[redacted]
Application Status	Approved	Created Date	07 Oct 2019
Applicant	[redacted]	Submission Name	B [redacted]
Filer	[redacted]	Remarks	--
Business Operating Address	--		

## 7 Amend Existing Registration

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab "Singpass login", then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: SELECT licence to amend

- Click <MY PORTFOLIO>.
- Click <Licences> tab. Search for Licence Number (PS20xxxxxxxxxx) that you wish to amend.
- You may also key in the licence number (PS20xxxxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Click <Amend>.

The screenshot shows the 'Licences' section of the GoBusiness Licensing Guide. At the top, there are several tabs: HOME, MY PORTFOLIO, LICENCE APPLICATION, and LICENSED ENTITIES. Below these are six icons: Dashboard, Applications, Licences (which is highlighted with a red dashed box), Payments, Requests for Action, Managed Returns, and Correspondences. The 'Licences' section has a search bar containing 'PS20' and a 'SEARCH' button. To the right of the search bar is an 'Advanced Search' link. Below the search area, a message says 'Please click [here](#) for the list of licences you can view via LicenceOne.' A table lists a single licence entry: Licence Number PS20, Licence Name 'Registration of Precious Stones and Precious Metals Dealers', Licence Status Active, Issue Date 10 Oct 2019, Expiry Date 09 Oct 2020, Agency Ministry of Law. To the right of the table is an 'Action' dropdown menu with three options: Amend (highlighted with a red dashed box), Cancel, and Renew.

## Step 2: Amendment Profile

- Confirm the displayed Licence Number (PSXXXXXXXXXX) is the licence you wish to amend.
- Click <NEXT>.

**Amend Licence**

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Type of Amendment	Fees & Supporting Documents (if required)
<input checked="" type="radio"/> Registration of Precious Stones and Precious Metals Dealers	<a href="#">Details</a>

Licence Number\*  
PS20

BACK **NEXT**

The 'Licence Number\*' field and the 'NEXT' button are both highlighted with red dashed boxes.

- The following details will appear in the next page.
- Click <Close> after reading and understanding the requirements.

1. Please provide the NRIC/FIN/Passport of the person holding an analogous position involved in the management of the applicant and the outlet manager/ person in-charge of the outlet (if applicable)

2. For foreigners / foreign business entities, please provide the FIN/Passport of the following persons:

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary.

acceptable file format:

Please name your file in the following manner:

NRIC/FIN/PASSPORT NUMBER.pdf

Acceptable file format  
pdf, jpg, png

Acceptable file size  
2MB

### Foreign Business Registry Records

Only applicable for foreign business entities

Acceptable file format  
pdf, xls, xlsx, doc, docx

Acceptable file size  
2MB

### Foreign Business Registry Records

Only applicable for foreign business entities

Acceptable file format  
pdf, xls, xlsx, doc, docx

Acceptable file size  
2MB

### Others

Any other documents

Acceptable file format  
pdf, xls, xlsx, doc, docx

Acceptable file size  
2MB

Close

### Step 3: ADD General Information

- Read and tick the checkbox to agree with the Terms of Use.

**Amend Existing Licence**

**Terms of Use**

**I. Agreement**

1. Access this services is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
4. We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

**II. Access To the Website**

1. The accessibility and operation of the Website relies on technologies which are not under our control. We do not guarantee continuous accessibility or uninterrupted operation of the Website.

By clicking on the checkbox, I agree to be bound by the Terms of Use.

- You can amend Primary Contact Mode, Designation, Office Tel Number, Home Tel Number, Fax Number, Mobile Number, Email, Alternative Email and choose if you want to receive status updates of licence application via SMS.
- Click <Next>.

**Filer's Particulars**

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to [Update User Profile](#) screen to edit these information where necessary.

Salutation*	<input type="text"/>	Designation	<input type="text"/>
Name*	<input type="text"/>	Office Tel Number	<input type="text"/>
Citizenship*	<input type="text"/>	Home Tel Number	<input type="text"/>
Gender*	<input type="radio"/> Male <input checked="" type="radio"/> Female	Fax Number	<input type="text"/>
Date Of Birth*	<input type="text"/>	Mobile Number*	<input type="text"/> +65
Primary Contact Mode*	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	Email	<input type="text"/>
Tick if you prefer to receive status updates of licence application via SMS <input checked="" type="checkbox"/>			
<a href="#">Next &gt;</a> <a href="#">Save as Draft</a> <a href="#">Save as Draft &amp; Exit</a>			

## Step 4: PROVIDE Application Details

**Note:** 

- The Registration Profile cannot be amended.



### Amend Existing Licence

Registration of Precious Stones and Precious Metals Dealers

Registration Profile 	
UEN	<input type="text"/>
Licence Number	<input type="text"/>
Licence Start Date	<input type="text"/>
Licence End Date	<input type="text"/>

- Tick <Change of Applicant Details> only if you want to amend this section. If not checked, you cannot enter the change.

Change of Applicant Details					
<input type="checkbox"/> Change of Applicant Details 					
Salutation*	<input type="text"/>	Designation	<input type="text"/>		
Name *	<input type="text"/>	Office Tel Number	<input type="text"/>		
ID Type *	<input checked="" type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport	Home Tel Number	<input type="text"/>		
ID Number*	<input type="text"/>	Fax Number	<input type="text"/>		
Citizenship*	<input type="text"/>	Mobile Number*	<input type="text"/> +65		
Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female	Email *	<input type="text"/>		
Date Of Birth*	<input type="text"/> 	Alternative Email	<input type="text"/>		
Primary Contact Mode*	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number				

- Tick  <Change of Applicant Address> if you want to amend this section. If not checked, you cannot enter the change.

**Note:** 

- <Type of Premises> - choose options according to the following explanation or examples.

Type of Premises	Explanation or examples
Retail outlet	Any place used for retail. It could be located in any type of building.
Showroom	Any place used as showroom. It could be located in any type of building.
Residential	HDB properties, Landed properties, Condominiums and other Apartments, Dormitory, Hostel, Service Apartments.
Office	Office buildings, serviced office, shared office, company secretary office.
Warehouse	Warehouse facility, Storage Complex.
Others	Industrial (excluding warehouse), Factory, Light Manufacturing, Metal Rolling Mill, Car Park, Stadium.

- You may enter the Postal Code and click <Retrieve Address>. Repeat for similar address fields throughout the application.
- The Applicant refers to the business entity. Enter as per ACRA records.

3. Change of Applicant Address

Change of Applicant Address

Address Type \*

 Local  Foreign

Type of Premises \*



Level


E.g. 05-01 Key in:05

Postal Code \*


Retrieve Address
Please enter your postal code and click "Retrieve Address"
Unit Number


E.g. 05-01 Key in:01

Block/House Number \*



Building Name

Street Name \*

- Tick  <Change of Organisation Details> if you want to amend this section. If not checked, you cannot enter the change.

**Note:**

- <Change of Organisation Details> section is auto-populated for ACRA registered entities.
- <Change of Organisation Registered Address> section is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new amendment application form.

#### 4. Change of Organisation Details

Change of Organisation Details 

Organisation Name*	<input type="text"/>
UEN*	<input type="text"/>
organisation Type*	<input type="text"/>
UEN of Former Company	<input type="text"/>

- Tick  <Change of Organisation Registered Address> if you want to amend this section. If not checked, you cannot enter the change.

**Note:**

- <Change of Organisation Registered Address> - Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new draft amendment application form.
- “Type of Premises” - choose options according to the explanation or examples above.

#### 5. Change of Organisation Registered Address

Change of Organisation Registered Address 

Address Type*	<input type="radio"/> Local <input type="radio"/> Foreign		
Type of Premises*	<input type="text"/>	Level	<input type="text"/> E.g. 05-01 Key in:05
Postal Code*	<input type="text"/> <input type="button" value="Retrieve Address"/>	Unit Number	<input type="text"/> E.g. 05-01 Key in:01
Block/House Number*	<input type="text"/>	Building Name	<input type="text"/>
Street Name*	<input type="text"/>		

- Tick  <Change of Organisation Operating Address> if you want to amend this section. If not checked, you cannot enter the change.

**Note:** 

- Under Organisation Operating Address, enter address where business activities take place. If there are multiple outlets, enter the main outlet's address.
- "Type of Premises" - choose options according to the explanation or examples above.

#### 6. Change of Organisation Operating Address (Primary outlet/ headquarter)

<input type="checkbox"/> Change of Organisation Operating Address (Primary outlet/ headquarter)			
Address Type*	<input type="radio"/> Local <input type="radio"/> Foreign		
Type of Premises*	<input type="text"/>	Level	<input type="text"/> E.g. 05-01 Key in:05
Postal Code*	<input type="text"/> <input type="button" value="Retrieve Address"/> Please enter your postal code and click "Retrieve Address".	Unit Number	<input type="text"/> E.g. 05-01 Key in:01
Block/House Number*	<input type="text"/>	Building Name	<input type="text"/>
Street Name*	<input type="text"/>		

- Tick  <Change of Organisation Contact Details> if you want to amend this section. If not checked, you cannot enter the change.

#### 7. Change of Organisation Contact Details

<input type="checkbox"/> Change of Organisation Contact Details	
Tel Number*	<input type="text"/>
Fax Number	<input type="text"/>
Business E-mail*	<input type="text"/>

- Tick  <Change of Mailing Address> if you want to amend this section. If not checked, you cannot enter the change.

#### 8. Change of Mailing Address

<input type="checkbox"/> Change of Mailing Address			
Address Type*	<input type="radio"/> Local <input type="radio"/> Foreign		
Address Line1*	<input type="text"/>	City	<input type="text"/>
Address Line2*	<input type="text"/>	State	<input type="text"/>
Address Line3	<input type="text"/>	Postal Code	<input type="text"/>
Address Line4	<input type="text"/>	Country/Region*	<input type="text"/>
Address Line5	<input type="text"/>		

- Tick  < Add/Edit Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager Details > if you want to amend this section. If not checked, you cannot enter the change.

**Note:** 

- Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager information for ACRA registered entities are auto populated from ACRA's records. If the information is not accurate, update ACRA's records and then create a new draft amendment application form.
- For Company Secretary, if the person is involved in any other precious stones and precious metals business, to indicate 'Yes' with details as 'Person is a 3<sup>rd</sup> party company service provider'.

9. Add/Edit Directors/ Managing Directors/ Partner/ Company Secretary / Owner / Manager Details

<input type="checkbox"/> Add/Edit Directors/ Managing Directors/ Partner/ Company Secretary / Owner / Manager Details 	
Salutation*	<input type="text"/>
Citizenship	<input type="text"/>
Name	P 
NRIC/ Passport/ FIN No	S 
Designation	S 
Whether proposed person is involved in any other Precious Stones and Precious Metals business in Singapore (provide details such as business name if 'Yes')*	
If Yes. Provide details* 	
2	
Salutation*	<input type="text"/>
Citizenship	<input type="text"/>
Name	I 
NRIC/ Passport/ FIN No	S0123456789 
Designation	I 
If Yes. Provide details 	

- Tick  <Change of Compliance Officer Details> if you want to amend this section. If not checked, you cannot enter the change.

**Important:** 

- Email of Compliance Officer is used by the Registrar to contact the applicant after registration is granted.

10. Change of Compliance Officer Details

<input type="checkbox"/> Change of Compliance Officer Details	Name*
Salutation*	
Date of Birth*	ID Type*
Email*	NRIC/ Passport/ FIN No*
Citizenship*	Mobile Tel Number*
<input type="button" value="Add"/>	

These contact details will be used as a means of receiving communications from the Registrar, e.g. Notifications

- Tick  <Substantial Shareholding Details> if you want to amend this section. If not checked, you cannot enter the change.

**Note:** 

- Ordinary Share % information – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new draft amendment application form.

11. Change of Substantial Shareholding Details (5% or more)

<input type="checkbox"/> Substantial Shareholding Details (5% or more)					
<small>If there are business entities in the list of substantial shareholders, please provide the business entity(ies)'s directors, managers and owners' full name and nationality in Stage 4 of the application form. You should provide a copy of the business entity(ies)'s Certification of Registration and its directors, managers and owners' NRIC/ Passport/ FIN in Stage 4 of this Application Form.</small>					
Is Voting Share applicable for this company?*					
Substantial Shareholder Name	Substantial Shareholder NRIC/ Passport/ FIN No/ UEN No	Nationality	No. of Ordinary Shares	Ordinary Share %	Voting Share %
		Total:			

- Tick  <Change of Approved Precious Stones and Precious Metals Dealers licence(s) or equivalent, obtained overseas> if you want to amend this section. If not checked, you cannot enter the change.
- Click <Add>.

12. Change of Approved Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas

Change of Approved Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas

Do you have a Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas\*  
 Yes  No

Name of Country/Region\*

Details of Licence Held\*

Licence Validity Period - From Date\*

Licence Validity Period - To Date\*

Other Remarks (if any)

- Tick  <Change of Other Information> if you want to amend this section and Place of business section. If not checked, you cannot enter the change.

**Note:** 

- The Applicant here refers to the business entity.
- Other person holding an analogous position involved in the management of the applicant includes Compliance Officer and positions such as Chairman or Chief Executive Officer (CEO).
- If there is a positive declaration, please state the “particulars” such as the individual or business entity name, period of offence, period of conviction/ bankruptcy and status.

### 13. Change of Other Information

Change of Other Information

1. Do you have a bank account in Singapore for the purpose of your business of regulated dealing? \*

Yes  No

2. Do you have credit card/ charge card payment facilities for the purpose of your business of regulated dealing? \*

Yes  No

3. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted in Singapore, or elsewhere for any offence (excluding parking offences):

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state particulars \*

4. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted of any money laundering or terrorism financing (ML/TF) offence as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act:

Yes  No

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state particulars \*

5. Has the following persons (where applicable) ever been a party to a lawsuit, as a plaintiff, defendant, arbitrator, or claimant? Lawsuits include but are not limited to the following: negligence matters, contract matters, debt matters and bankruptcies. Please include ongoing lawsuits at the point of registration application:

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary?\*

Yes  No

If yes, please state particulars

6. Has the following persons (where applicable) ever been adjudicated bankrupt or filed a petition for any type of bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law:

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary?\*

Yes  No

If yes, please state particulars

7. Has the following persons (where applicable) ever been refused the right, or restricted in its or his right, to carry on any trade, business or profession for which a specific licence, registration or other authorisation is required by law in any jurisdiction on grounds of MLTF risk or past breaches or anti-money laundering and countering the financing of terrorism (AML/CFT) requirements:

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary?\*

Yes  No

If yes, please state particulars

8. Do you have any other persons holding an analogous position involved in the management of the applicant, who is not in the list of directors and shareholders? e.g. commonly used positions may include the Chairman and CEO.\*

Yes  No  Not Applicable

If yes, please state particulars

9. I have contacted and checked with every one of the key personnel listed in this application form on the information above. [Note: If you are completing this application form, you may want the key personnel to complete a self declaration form with the above mentioned questions to ensure that the key personnel are aware.]\*

Yes  No

10. Please state all the relevant permits or licences that are relevant to the business, that you have obtained. Examples of relevant licences include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.

- Tick  if you want to edit existing Place of business details. If not checked, you cannot enter the change.

**Note:**

- Enter only 1 Place of business even if the store occupies 2 or more adjoining units' space.
- For the Place of business, type in e.g. name of shopping mall or road name.
- If you have more than 1 Outlet Manager per Place of business, click on the specific Place of Business and enter 1 Outlet Manager particulars at a time and click <Add>. Repeat for the additional Outlet Managers.
- If you wish to add new Place of business, click <Add>.
- If you wish to change location of Place of business, click on the existing Place of business and change the details.

**14. Change of Place of business (where regulated dealing as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act, is conducted)**

Place of business (where regulated dealing as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act, is conducted)

Note: Please provide the following details of all the places of business where regulated dealing is conducted. If you do not have a physical place of business, please include details of your organisation operating address.

Place of business*	<input type="text"/>		Level	<input type="text"/> E.g. 05-01 Key in:05
Postal Code*	<input type="text"/>	<b>Retrieve Address</b>	Unit Number	<input type="text"/> E.g. 05-01 Key in:01
Block/House Number	<input type="text"/>		Building Name	<input type="text"/>
Street Name*	<input type="text"/>		Contact Number	<input type="text"/>

Registration of (Multiple) Outlet Managers for each outlet

Name of outlet Manager/ person in-charge*	<input type="text"/>		ID Type*	<input type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport
Contact number of outlet Manager/ person in-charge*	<input type="text"/>		Date of Birth	<input type="text"/> 
			Identification number of outlet Manager/ person in-charge*	<input type="text"/>
			Citizenship	<input type="text"/>

**Add**

Name of the outlet	Outlet Address	Contact Number												
N	6	+ 												
Start Date of Additional Outlets*		<input type="text"/> 												
<table border="1"> <thead> <tr> <th>Name of outlet Manager/ person in-charge</th> <th>ID Type</th> <th>DateOfBirth</th> <th>Identification number of outlet Manager/ person in-charge</th> <th>Citizenship</th> <th>Contact number of outlet Manager/ person in-charge</th> </tr> </thead> <tbody> <tr> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> <td><input checked="" type="checkbox"/> </td> </tr> </tbody> </table>			Name of outlet Manager/ person in-charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge	.....	.....	.....	.....	.....	<input checked="" type="checkbox"/> 
Name of outlet Manager/ person in-charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge									
.....	.....	.....	.....	.....	<input checked="" type="checkbox"/> 									
<input type="button" value="Add"/>														

- Tick  <Change of Authorisation> if you want to amend this section. If not checked, you cannot enter the change.

#### 15. Change of Authorisation

Change of Authorisation



HEREBY AUTHORISE the Registrar and its authorised officers to have access to and to inspect

and obtain copies of:

- (i) Any records relating to investigations conducted by the police, law enforcement agencies or any regulatory bodies;
- (ii) Any court records relating to any present or past civil or criminal court proceedings;
- (iii) Any records relating to any bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law; and
- (iv) Any other document, record or correspondence reasonably related to these probity investigations for purpose of determining whether or not any person is a fit and proper person under Part 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act.

- Tick  <Select the option that applies to your business> if you want to amend this section. If not checked, you cannot enter the change.
- Click <Proceed>.

#### 16. Select the option that applies to your business

Select the option that applies to your business



Yes  No

will conduct any cash or cash equivalent transaction with a value, or any 2 or more related cash transactions in a single day with a total value, which exceeds SGD 20,000 (or its equivalent in foreign currency) with any customer for the sale or purchase of any precious stone, precious metal or precious product.\*

## Step 5: UPLOAD Supporting Documents

- Upload documents as necessary.
- Click <Next>.

### **IMPORTANT:** ( ! )

- For foreigners, provide the Work pass (front and back) /Passport (particulars page) for personnel listed under No. 2.
- Each attachment is limited to 2MB. Acceptable file formats are:
  - Work pass/ Passport: pdf, jpg, png
  - Foreign Business Registry Records: pdf, xls,xlsx, doc, docx
  - Others: pdf, xls,xlsx, doc, docx

**Amend Existing Licence**

Registration of Precious Stones and Precious Metals Dealers

Document Name	Type	Attachment	Action
1. Please provide the NRIC/FIN/Passport of the person holding an analogous position involved in the management of the applicant and the outlet manager/ person in-charge of the outlet (if applicable)			
2. For foreigners / foreign business entities, please provide the FIN/Passport of the following persons: - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an analogous position involved in the management of the applicant - Employee managing the applicant's business of regulated dealing or business as an intermediary.	( ! )	ONLINE UPLOAD <input type="checkbox"/>	<b>Upload</b>
acceptable file format: Please name your file in the following manner: NRIC/FIN/PASSPORT NUMBER.pdf Acceptable File Format: pdf, jpg, png Acceptable File Size: maximum: 2 MB	( ! )		
Foreign Business Registry Records Only applicable for foreign business entities	( ! )	ONLINE UPLOAD <input type="checkbox"/>	<b>Upload</b>
Others Any other documents	( ! )	ONLINE UPLOAD <input type="checkbox"/>	<b>Upload</b>

Acceptable File Format: pdf, xls,xlsx, doc, docx  
Acceptable File Size: maximum: 2 MB

< Previous **Next >** Save as Draft Save as Draft & Exit

## Step 6: REVIEW & SUBMIT Application

- Review all information entered.
- Read and tick General Declaration and Registration of Precious Stones and Precious Metals Dealers to provide your declaration.
- Click <Submit>.

### **IMPORTANT:**

- Ensure that all individuals and entities in the application form confirmed that their details and declaration of investigations or convictions, bankruptcy, insolvency or liquidation; lawsuits and breach of AML/CFT requirements are correct.

**Information Review**

**Filer's Particulars**

Salutation	Designation
Name	Office Tel Number
Citizenship	Home Tel Number
Gender	Fax Number
Date Of Birth	Mobile Number

**Declaration**

**General Declaration**

1. 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.

**Registration of Precious Stones and Precious Metals Dealers**

1. I declare that I have the authority to represent the applicant.  
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/ the applicant if I had knowingly provided false information.  
All Information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the registration granted may be cancelled or suspended. I also understand that the application fee and registration fee is non-refundable.  
I agree that the registration in-principle-approval granted to me will lapse if I fail to pay my registration fees within 30 days after receiving a notification from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable.  
I am aware that my registration would not be granted to me if the registration fee is not paid.  
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.

**Submit**

## Step 7: ACKNOWLEDGEMENT

- Click <PRINT> to print the amendment application submission.

**Note:** 

- There is no payment required for amendment of existing licence. The Payment Status for STAGE1 is N.A (Not Applicable).
- The STAGE2 Payment Status shows as PENDING. The STAGE2 payment for the registration fee will be applicable if you amended the existing licence to add additional outlets.



**Amend Existing Licence**

 Submitted successfully: 1 application(s) 

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	U [REDACTED]	Application Status	Submitted (No Upfront Payment Required)
Submission Number	B [REDACTED]	Payment Status	STAGE1 : N.A STAGE2 : PENDING 
Submission Date	[REDACTED]		
Submission Name	[REDACTED]		

View your [Applications and Status](#)

**NOTE**

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

- If there are no additional outlets amended at the <Place of business> section, the STAGE2 payment fee for registration fees is not applicable.
- Application Status shows as 'Approved'.

**Application Details**

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	[REDACTED]	Submission Date	[REDACTED]
Application Type	Amend	Company	[REDACTED]
Application Status	Approved	Created Date	[REDACTED]
Applicant	[REDACTED]	Submission Name	[REDACTED]
Filer	[REDACTED]	Remarks	[REDACTED]
Business Operating Address	[REDACTED]		

**BACK**   **DUPLICATE**   **WITHDRAW**   **VIEW APPLICATION FORM**

- If there is any additional outlet(s) amended at the <Place of business> section, the STAGE2 payment for registration fees is required to be paid upon granting of the in-principle approval notification via email.
- Application Status shows as 'Approved but Pending Payment'.

**Application Details**

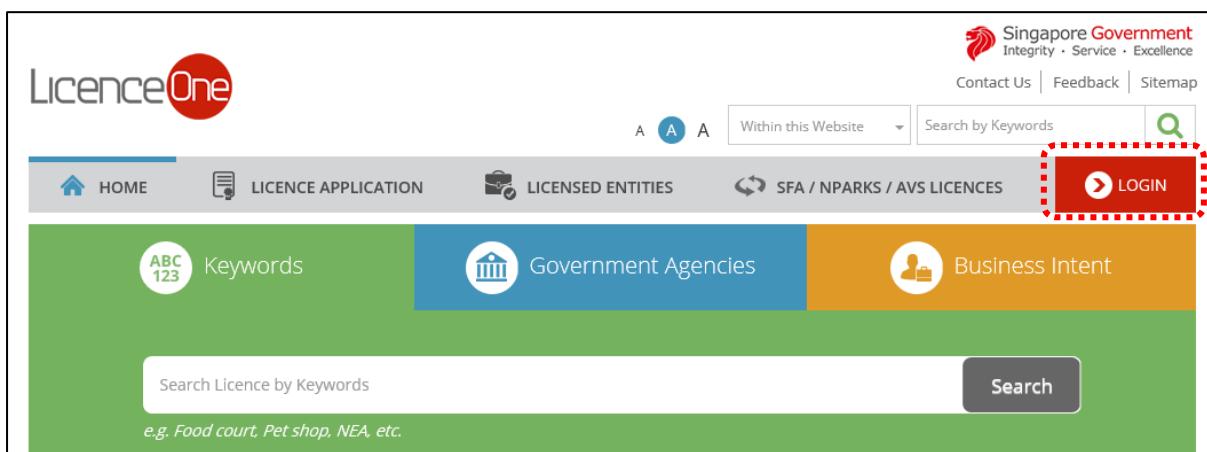
Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	[REDACTED]	Submission Date	[REDACTED]
Application Type	Amend	Company	[REDACTED]
Application Status	Approved but Pending Payment	Created Date	[REDACTED]
Applicant	[REDACTED]	Submission Name	[REDACTED]
Filer	[REDACTED]	Remarks	[REDACTED]
Business Operating Address	[REDACTED]		

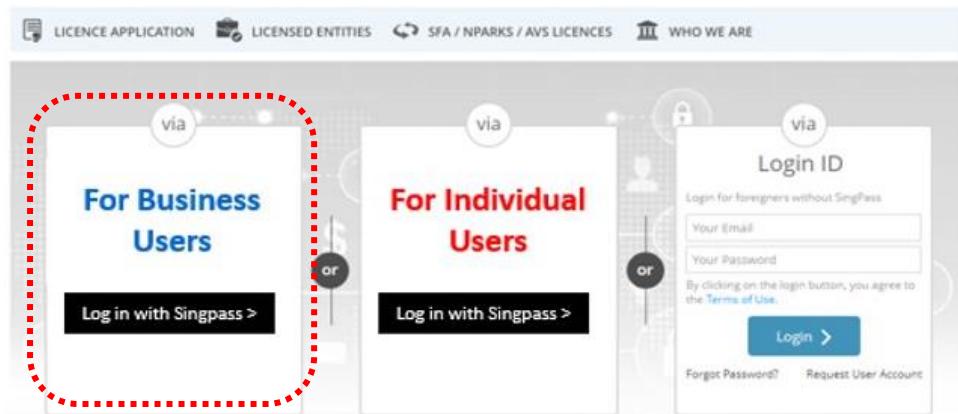
**BACK**   **DUPLICATE**   **WITHDRAW**   **VIEW APPLICATION FORM**

## 8 Cancel Existing Licence

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab "Singpass login", then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: SELECT licence to cancel

- Click <MY PORTFOLIO>.
- Click <Licences>. Your existing licences will be displayed. Search for the Licence Number (PS20xxxxxxxxxx) that you wish to cancel.
- You may also key in the licence number (PS20xxxxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Cancel>.

The screenshot shows the 'Licences' section of the GoBusiness Licensing Guide. At the top, there are navigation links: HOME, MY PORTFOLIO, LICENCE APPLICATION, and LICENSED ENTITIES. Below these are six main menu items: Dashboard, Applications, Licences (which is highlighted in blue), Payments, Requests for Action, Managed Returns, and Correspondences. The 'Licences' section has a sub-header 'Licences' and a search bar containing 'PS20'. To the right of the search bar are 'SEARCH' and 'Advanced Search' buttons. Below the search bar, a message says 'Please click [here](#) for the list of licences you can view via LicenceOne.' A table displays licence details: Licence Number (PS20), Licence Name (Registration of Precious Stones and Precious Metals Dealers), Licence Status (Active), Issue Date (10 Oct 2019), Expiry Date (09 Oct 2020), Agency (Ministry of Law). To the right of the table is an 'Action' dropdown menu with 'Amend' and 'Cancel' options. The 'Cancel' option is highlighted with a red dashed box.

## Step 2: CANCEL Profile

- Confirm the displayed Licence Number (PSXXXXXXXXXX) is the licence you wish to cancel.
- Click <Next>.

**Cancel Licence**

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

**Application Type**

Registration of Precious Stones and Precious Metals Dealers Details

**Licence Number\***  
PS20

BACK NEXT

### Step 3: ADD General Information

- Read and tick the checkbox to agree with the Terms of Use.
- Click <Next>.

Cancel Existing Licence

Terms of Use

I. Agreement

1. Access this service is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
4. We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

II. Access To the Website

1. The accessibility and operation of the Website relies on technologies which are not under our control. We do not guarantee continuous accessibility or uninterrupted operation of the Website.

By clicking on the checkbox, I agree to be bound by the Terms of Use.

**Next >** **Save as Draft** **Save as Draft & Exit**

## Step 4: PROVIDE Application Details

- Key in the <Reason For Cancellation>.
- Select the <Effective Date of Cancellation>.
- Click <Proceed>.

### **IMPORTANT:** (( ! ))

- The Effective Date of Cancellation should be earlier than or on the licence expiry date.

1  
SELECT Licence(s)

2  
CANCEL Profile

3  
ADD General Information

4  
PROVIDE Application Details

5  
UPLOAD Supporting Document(s)

6  
REVIEW & SUBMIT Application  
(Payment if applicable)

7  
ACKNOWLEDGEMENT

**Cancel Existing Licence**  
Registration of Precious Stones and Precious Metals Dealers

Registration Profile

UEN

Licence Number

Licence Start Date

Licence End Date

Reason For Cancellation

Reason For Cancellation \*

Effective Date of Cancellation \*

(DD/MM/YYYY)

< Previous Proceed > Save as Draft Save as Draft & Exit

(( ! ))

## Step 5: UPLOAD Supporting Documents

- Click <Next>.

**Note:** 

- Supporting documents are not required. The Registrar may contact you if there are any clarifications needed.



The diagram shows a horizontal flow of seven steps: 1. SELECT Licence(s), 2. CANCEL Profile, 3. ADD General Information, 4. PROVIDE Application Details, 5. UPLOAD Supporting Document(s) (highlighted with a green circle), 6. REVIEW & SUBMIT Application (Payment if applicable), and 7. ACKNOWLEDGEMENT.

**Cancel Existing Licence**

Registration of Precious Stones and Precious Metals Dealers

No supporting document required for online application submission. Agencies may contact applicant if any supporting documents are needed subsequently 

[!\[\]\(9521f851d3b0219945fb6d2f9c23a05c\_img.jpg\) Previous](#) [Next >](#) [Save as Draft](#) [Save as Draft & Exit](#)

## Step 6: REVIEW & SUBMIT Application

- Review all information entered.
- Read and tick General Declaration and Registration of Precious Stones and Precious Metals Dealers to provide your declaration.
- Click <Submit>.

1. SELECT Licence(s)    2. CANCEL Profile    3. ADD General Information    4. PROVIDE Application Details    5. UPLOAD Supporting Document(s)    6. REVIEW & SUBMIT Application (Payment if applicable)    7. ACKNOWLEDGEMENT

### Cancel Existing Licence

#### Information Review

#### Filer's Particulars

Salutation	Designation
Name	Office Tel Number
ID Type	Home Tel Number
ID Number	Fax Number
Citizenship	Mobile Number

#### Declaration

##### General Declaration

1. 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.

2. 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. All information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the precious stones and metals dealers' registration granted to me may be terminated. I also understand that the XXX application fee for the registration is non-refundable. 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.

#### Registration of Precious Stones and Precious Metals Dealers

3. 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. All information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the precious stones and metals dealers' registration granted to me may be terminated. I also understand that the XXX application fee for the registration is non-refundable. 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.

< Previous    **Submit**

## Step 7: ACKNOWLEDGEMENT

- The cancellation application has been submitted successfully.
- No payment is required for cancellation application.
- Click <PRINT> to print the cancellation application submission.

1  
SELECT Licence(s)

2  
CANCEL Profile

3  
ADD General Information

4  
PROVIDE Application Details

5  
UPLOAD Supporting Document(s)

6  
REVIEW & SUBMIT Application  
(Payment if applicable)

7  
ACKNOWLEDGEMENT

**Cancel Existing Licence**

Submitted successfully: 1 application(s) -

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	T [REDACTED]	Application Status	Submitted (No Upfront Payment Required)
Submission Number	B [REDACTED]	Payment Status	STAGE1 : N.A STAGE2 : N.A
Submission Date	[REDACTED]		
Submission Name	B [REDACTED]		

[View your Applications and Status](#)

**NOTE**

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

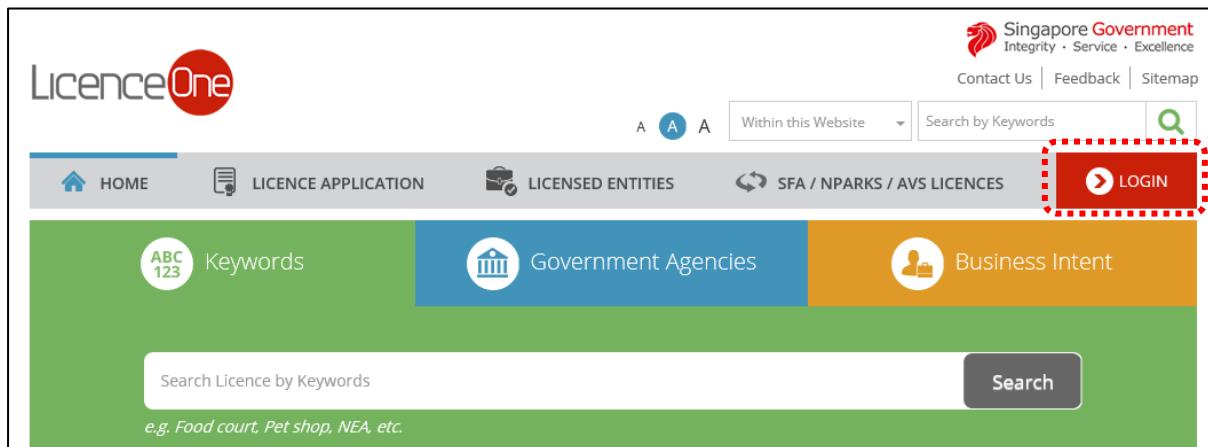
You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

PRINT CLOSE

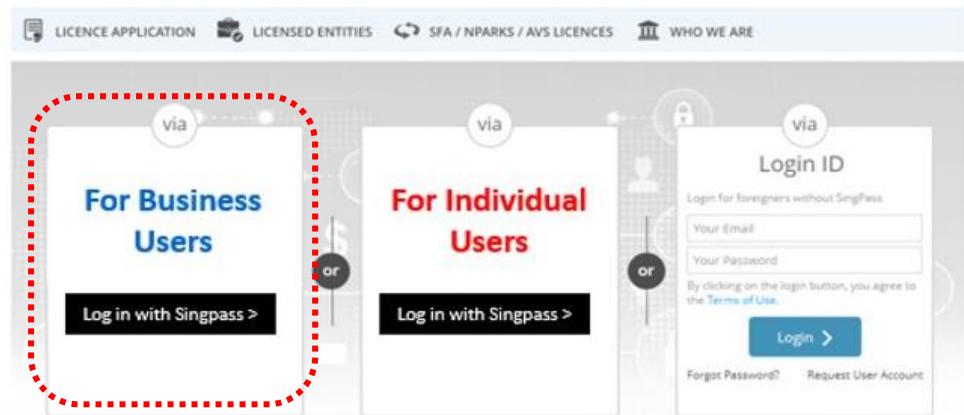
## 9 Renew Expiring Licence

### 9.1 For Class 1/2/3 Registered Dealers

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab "Singpass login", then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: SELECT licence to renew

- Click <MY PORTFOLIO>.
- Click <Licences>. Your existing licences will be displayed. Search for the Licence Number (PS20xxxxxxxxxx) that you wish to renew.
- You may also key in the licence number (PS20xxxxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Renew>.

The screenshot shows the 'Licences' section of the GoBusiness Licensing Guide. At the top, there's a navigation bar with links like HOME, MY PORTFOLIO, LICENCE APPLICATION, LICENSED ENTITIES, SFA / NPARKS / AVS LICENCES, and user icons. Below the navigation is a toolbar with icons for Dashboard, Applications, Licences (which is highlighted with a blue background), Payments, Requests for Action, Managed Returns, and Correspondences. A large search bar at the top has a placeholder 'Agency Name, Licence Name, Licence Number' and a 'SEARCH' button. To the right of the search bar is an 'Advanced Search' link. Below the search area, a message says 'Please click [here](#) for the list of licences you can view via LicenceOne.' The main content area is a table with columns: Licence Number, Licence Name, Licence Status, Issue Date, Expiry Date, Agency, and Action. A row is shown for 'PS' with 'Registration of Precious Stones and Precious Metals Dealers' as the Licence Name, 'Active' as the Status, and 'Ministry of Law' as the Agency. The 'Action' column for this row has a dropdown menu open, showing 'Amend', 'Cancel', and 'Renew'. The 'Renew' option is highlighted with a red dashed box.

## Step 2: RENEW Profile

- Confirm the displayed Licence Number (PSXXXXXXXXXX) is the licence you wish to renew.
- Click <Next>.

**Renew Licence**

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

**Application Type**

Registration of Precious Stones and Precious Metals Dealers Details

**Licence Number\***  
PS20 [REDACTED]

BACK NEXT

### Step 3: ADD General Information

- Read and tick the checkbox to agree with the Terms of Use.
- Click <Next>.

**Renew Expiring Licence**

**Terms of Use**

**I. Agreement**

1. Access this service is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
4. We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

**II. Access To the Website**

1. The accessibility and operation of the Website relies on technologies which are not under our control. We do not guarantee continuous accessibility or uninterrupted operation of the Website.

By clicking on the checkbox, I agree to be bound by the Terms of Use.

**Next >** **Save as Draft** **Save as Draft & Exit**

- You can amend Primary Contact Mode, Designation, Office Tel Number, Home Tel Number, Fax Number, Mobile Number, Email, Alternative Email and choose if you want to receive status updates of licence application via SMS.
- Click <Next>.

**Filer's Particulars**

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to [Update User Profile](#) screen to edit these information where necessary.

<b>Salutation*</b>	<input type="text"/>	<input type="button" value="▼"/>
<b>Name*</b>	<input type="text"/>	
<b>Citizenship*</b>	<input type="text"/>	<input type="button" value="▼"/>
<b>Gender*</b>	<input type="radio"/> Male <input checked="" type="radio"/> Female	
<b>Date Of Birth*</b>	<input type="text"/>	<input type="button" value=""/>
<b>Primary Contact Mode*</b>	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	
<b>Designation</b>	<input type="text"/>	
<b>Office Tel Number</b>	<input type="text"/>	
<b>Home Tel Number</b>	<input type="text"/>	
<b>Fax Number</b>	<input type="text"/>	
<b>Mobile Number*</b>	<input type="text"/> +65	
<b>Email</b>	<input type="text"/>	
<b>Alternative Email</b>	<input type="text"/>	
<b>Tick if you prefer to receive status updates of licence application via SMS</b> <input checked="" type="checkbox"/>		

**Next >** **Save as Draft** **Save as Draft & Exit**

## Step 4: PROVIDE Application Details

- Update the Application Details as necessary.

**Renew Expiring Licence**

Registration of Precious Stones and Precious Metals Dealers (MINLAW)

**1. Registration Profile**

UEN [REDACTED]  
Licence Number [REDACTED]  
Licence Start Date [REDACTED]  
Licence End Date [REDACTED]

**2. Applicant Details**

Salutation \* [REDACTED] Designation \* [REDACTED]  
Name \* [REDACTED] Office Tel Number [REDACTED]  
ID Type \*  NRIC  FIN  Passport Home Tel Number [REDACTED]  
ID Number \* [REDACTED] Fax Number [REDACTED]  
Passport Issuing Country/Region [REDACTED] Mobile Tel Number \* [REDACTED]  
Citizenship \* [REDACTED] Email \* [REDACTED]  
Gender \*  Male  Female Alternative Email [REDACTED]  
Date of Birth [REDACTED]   
Primary Contact Mode \*  Home Tel Number  
 Mobile Number  
 Office Tel Number

*These contact details will be used as a means of receiving communications from the Registrar, e.g. clarifications for application matters and notifications.*

- Update the Applicant Address as necessary.

**Note:** 

- Organisation Details – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new renewal application form.
- <Type of Premises> - choose options according to the following explanation or examples.

Type of Premises	Explanation or examples
Retail outlet	Any place used for retail. It could be located in any type of building.
Showroom	Any place used as showroom. It could be located in any type of building.
Residential	HDB properties, Landed properties, Condominiums and other Apartments, Dormitory, Hostel, Service Apartments.
Office	Office buildings, serviced office, time shared office, company secretary office.
Warehouse	Warehouse facility, Storage Complex.
Others	Industrial (excluding warehouse), Factory, Light Manufacturing, Metal Rolling Mill, Car Park, Stadium.

### 3. Applicant Address

Address Type\*  Local  Foreign

Type of Premises\*  Level   
E.g. 05-01 Key in:05

Postal Code\*  **Retrieve Address**   
Please enter your postal code and click "Retrieve Address" Unit Number   
E.g. 05-01 Key in:01

Block/House Number  Building Name

Street Name\*

### 4. Organisation Details

Organisation Name\*

UEN\*

Organisation Type\*

UEN of Former Company

- Update the Organisation Registered Address as necessary
- Update the Organisation Operating Address as necessary.

**Note:** 

- Organisation Registered Address – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new draft renewal application form.
- “Type of Premises” - choose options according to the explanation or examples above.

<b>5. Organisation Registered Address</b>		
Address Type*	<input checked="" type="radio"/> Local <input type="radio"/> Foreign	
Type of Premises*	<input type="text"/>	Level <small>E.g. 05-01 Key in:05</small>
Postal Code*	<input type="text"/>	<input type="button" value="Retrieve Address"/> <small>Please enter your postal code and click "Retrieve Address"</small>
Block/House Number*	<input type="text"/>	Unit Number <small>E.g. 05-01 Key in:01</small>
Street Name*	<input type="text"/>	
<b>6. Organisation Operating Address</b>		
Address Type*	<input checked="" type="radio"/> Local <input type="radio"/> Foreign	
Type of Premises*	<input type="text"/>	Level <small>E.g. 05-01 Key in:05</small>
Postal Code*	<input type="text"/>	<input type="button" value="Retrieve Address"/> <small>Please enter your postal code and click "Retrieve Address"</small>
Block/House Number*	<input type="text"/>	Unit Number <small>E.g. 05-01 Key in:01</small>
Street Name*	<input type="text"/>	

- Update the Organisation Contact Details and Mailing Address as necessary.
- Click <Next>.

**Note:**

- At the Mailing Address, you may click <Copy> for the address entered earlier to be copied here.
- “Type of Premises” - choose options according to the explanation or examples above.

<b>7. Organisation Contact Details</b>	
Tel Number*	<input type="text"/>
Fax Number	<input type="text"/>
Business Email*	<input type="text"/>
<b>8. Mailing Address</b>	
Organisation Operating Address	<input type="text"/> 
Organisation Registered Address	<input type="text"/> 
Address Type*	<input checked="" type="radio"/> Local <input type="radio"/> Foreign
Type of Premises*	<input type="text"/> 
Postal Code*	<input type="text"/>  Retrieve Address Please enter your postal code and click "Retrieve Address".
Block / House Number	<input type="text"/>
<input type="button" value="Next &gt;"/> <input type="button" value="Save as Draft"/> <input type="button" value="Save as Draft &amp; Exit"/>	

- Update the Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager Details as necessary.
- Click <Next>.

**Note:** 

- Directors/ Managing Directors/ Partner/ Company Secretary/ Owner/ Manager information for ACRA registered entities are auto populated from ACRA's records. If the information is not accurate, update ACRA's records and then create a new renewal application form.
- For Company Secretary, if the person is involved in any other precious stones and precious metals business, to indicate 'Yes' with details as 'Person is a 3<sup>rd</sup> party company service provider'.

9. Add/Edit Directors/ Managing Directors/ Partner/ Company Secretary / Owner / Manager Details					
<b>1</b>					
Salutation*	<input type="text"/>	Date of Birth	<input type="text"/>	<input type="button" value="Calendar"/>	
Citizenship	<input type="text"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No			
Name	<input type="text"/>	Whether proposed person is involved in any other Precious Stones and Precious Metals business in Singapore (provide details such as business name if 'Yes')*			
NRIC/ Passport/ FIN No	<input type="text"/>				
Designation	<input type="text"/>	If Yes. Provide details <input type="text"/>			
<b>2</b>					
Salutation*	<input type="text"/>	Date of Birth	<input type="text"/>	<input type="button" value="Calendar"/>	
Citizenship	<input type="text"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No			
Name	<input type="text"/>	Whether proposed person is involved in any other Precious Stones and Precious Metals business in Singapore (provide details such as business name if 'Yes')*			
NRIC/ Passport/ FIN No	<input type="text"/>				
Designation	<input type="text"/>	If Yes. Provide details <input type="text"/>			

- Update the Compliance Officer Details and Substantial Shareholding Details as necessary. Click <Add>.
- Click  if you want to edit existing Compliance Officer details.

**Important:** 

- Email of Compliance Officer is used by the Registrar to contact the applicant after registration is granted.

**10. Compliance Officer Details**

Salutation*	<input type="text"/>	Name*	<input type="text"/>				
Date of Birth*	<input type="text"/> 	ID Type*	<input type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport				
Email*	<input type="text"/>	NRIC/ Passport/ FIN No*	<input type="text"/>				
Citizenship*	<input type="text"/>	Mobile Tel Number*	<input type="text"/> 				
<small>These contact details will be used as a means of receiving communications from the Registrar, e.g. Notifications</small>							
<small>These contact details will be used as a means of receiving communications from the Registrar, e.g. Notifications</small>							
<input type="button" value="Add"/>							
Salutation	Name	Date Of Birth	NRIC/ Passport/ FIN No	Email	ID Type	Mobile Tel Number	Citizenship
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>  

- Update <Substantial Shareholding Details>.

**Note:** 

- Ordinary Share % information – Information is auto-populated for ACRA registered entities. If the information is not accurate, update ACRA's records and then create a new renewal application form.

**11. Substantial Shareholding Details (5% or more)**

If there are business entities in the list of substantial shareholders, please provide the business entity(ies)'s directors, managers and owners' full name and nationality in Stage 4 of the application form. You should provide a copy of the business entity(ies)'s Certification of Registration and its directors, managers and owners' NRIC/ Passport/ FIN in Stage 4 of this Application Form.

Is Voting Share applicable for this company?*	<input type="text"/> 				
Substantial Shareholder Name	Substantial Shareholder NRIC/ Passport/ FIN No/ UEN No	Nationality	No. of Ordinary Shares	Ordinary Share %	Voting Share %
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- Declare if there is any PSMD licence obtained overseas.
- Declare Other Information.

**Note:**

- The Applicant here refers to the business entity.
- Other person holding an analogous position involved in the management of the applicant includes Compliance Officer and positions such as Chairman or Chief Executive Officer (CEO)
- If there is a positive declaration, please state the “particulars” such as the individual or business entity name, period of offence, period of conviction/ bankruptcy and status.

12. Approved Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas	
Do you have a Precious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas*	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>13. Other Information</b>	
1. Do you have a bank account in Singapore for the purpose of your business of regulated dealing?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
2. Do you have credit card/ charge card payment facilities for the purpose of your business of regulated dealing?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
3. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted in Singapore, or elsewhere for any offence (excluding parking offences): - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary	<input checked="" type="radio"/> Yes <input type="radio"/> No
Other person holding an analogous position involved in the management of the applicant - Employee managing the applicant's business of regulated dealing or business as an intermediary?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
If yes, please state particulars*	na
4. Has the following persons (where applicable) ever been investigated, currently under investigations or convicted of any money laundering or terrorism financing (ML/TF) offence as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act: - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary	<input checked="" type="radio"/> Yes <input type="radio"/> No
Other person holding an analogous position involved in the management of the applicant - Employee managing the applicant's business of regulated dealing or business as an intermediary?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
If yes, please state particulars*	na

5. Has the following persons (where applicable) ever been a party to a lawsuit, as a plaintiff, defendant, arbitrator, or claimant? Lawsuits include but are not limited to the following:  
negligence matters, contract matters, debt matters and bankruptcies. Please include ongoing lawsuits at the point of registration application.

Yes  No

The applicant 

- Substantial shareholder

- Director

- Manager

- Partner

Company Secretary

Other person holding an analogous position involved in the management of the applicant 

- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state  
particulars

6. Has the following persons (where applicable) ever been adjudicated bankrupt or filed a petition for any type of bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law?

Yes  No

The applicant 

- Substantial shareholder

- Director

- Manager

- Partner

Company Secretary

Other person holding an analogous position involved in the management of the applicant 

- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state  
particulars

7. Has the following persons (where applicable) ever been refused the right, or restricted in its or his right, to carry on any trade, business or profession for which a specific licence, registration or other authorisation is required by law in any jurisdiction on grounds of ML/TF risk or past breaches or anti-money laundering and countering the financing of terrorism (AML/CFT) requirements:

Yes  No

The applicant 

- Substantial shareholder

- Director

- Manager

- Partner

Company Secretary

Other person holding an analogous position involved in the management of the applicant 

- Employee managing the applicant's business of regulated dealing or business as an intermediary? \*

If yes, please state  
particulars

8. Do you have any other persons holding an analogous position involved in the management of the applicant, who is not in the list of directors and shareholders? e.g., commonly used positions may include the Chairman and CEO. \*

Yes  No  Not Applicable

If yes, please state  
particulars

9. I have contacted and checked with every one of the key personnel listed in this application form on the information above. [Note: If you are completing this application form, you may want the key personnel to complete a self declaration form with the above mentioned questions to ensure that the key personnel are aware. \*

Yes  No

10. Please state all the relevant permits or licences that are relevant to the business, that you have obtained. Examples of relevant licences include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.

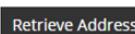
- Enter Place of business.
- Click <Add>.
- Add on only if you have more than 1 place of business.

**Note:** 

- Enter only 1 Place of business even if the store occupies 2 or more adjoining units' space.
- For the Place of business, type in e.g. name of shopping mall or road name.
- If you have more than 1 Outlet Manager per Place of business, click on the specific Place of Business and enter 1 Outlet Manager particulars at a time and click <Add>. Repeat for the additional Outlet Managers.

14. Place of business (where regulated dealing as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act, is conducted)

Note: Please provide the following details of all the places of business where regulated dealing is conducted. If you do not have a physical place of business, please include details of your organisation operating address.

Place of business *	Tampines Mall 	Level	<input type="text"/> <small>E.g. 05-01 Key in:05</small>
Postal Code *	520456  <small>Please enter your postal code and click "Retrieve Address"</small>	Unit Number	<input type="text"/> <small>E.g. 05-01 Key in:01 </small>
Block/House Number *	456 	Building Name	<input type="text"/>
Street Name *	TAMPINES STREET 42 	Contact Number	<input type="text"/> 

Registration of (Multiple) Outlet Managers for each outlet

Name of outlet Manager/ person in-charge *	Tampines Mall 	ID Type *	<input type="radio"/> NRIC <input type="radio"/> FIN <input checked="" type="radio"/> Passport
Contact number of outlet Manager/ person in-charge *	 +6556006500	Date of Birth *	<input type="text"/> 
		Identification number of outlet Manager/ person in-charge *	S1111111A
		Citizenship	<input type="text"/> Please Select 

**Add** 

Name of outlet Manager/ person in-charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge
No records available					

**Add**

Name of the outlet	Outlet Address	Contact Number
Tampines Mall	520456,456,TAMPINES STREET 42	 

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx>) to understand more on the registration tiers available.
  - Class A: The net price of every related product sold by the registered dealer is less than \$2,000 a piece." - Registration fees of \$250 per outlet.
  - Class B: The registered dealer is allowed to sell related products of any value. - Registration fees of \$350 per outlet.

Registration Tier	Registration Condition Imposed	Registration Fees	Duration
<b>Class A</b>	The registration is subject to a condition that the net price of every precious stone, precious metal, precious product or asset-backed token that is or is to be sold by the registered dealer be less than \$2,000 a piece.	\$250 per outlet annually	To be renewed annually
<b>Class B</b>	The registered dealer is allowed to sell precious stones, precious metals, precious products or asset-backed tokens of any value.	\$350 per outlet annually	To be renewed annually

#### 15. Class of Registration

Please note that the class of registration granted will be subject to the Registrar's assessment and approval.

Class of Registration \*

Class A – The net price of every related product sold by the registered dealer is less than \$2,000 apiece  
Class B – The registered dealer is allowed to sell related products of any value.

- Read and tick <Authorisation> to agree with the authorisation.

#### 16 Authorisation

HEREBY AUTHORISE the Registrar and its authorised officers to have access to and to inspect and obtain copies of:

(i) Any records relating to investigations conducted by the police, law enforcement agencies or any regulatory bodies;

(ii) Any court records relating to any present or past civil or criminal court proceedings;

(iii) Any records relating to any bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law; and

(iv) Any other document, record or correspondence reasonably related to these probity investigations for purpose of determining whether or not any person is a fit and proper person under Part 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act.

- Select the option that applies to your business activities.
- Click <Proceed>.

**Note:**



- Precious stones, precious metals and precious products refer to the following:

<p><b>Precious Stones</b> (<i>diamond, sapphire, ruby, emerald, jade (including nephrite and jadeite) and pearl</i>) include loose stones, which are not affixed to a finished product and do not fall under the definition of precious products.</p>	<p><b>Precious Metals</b> (<i>gold, silver, platinum, iridium, osmium, palladium, rhodium, ruthenium</i>) include gold ingots or silver coins with the manufacturer stamp or imprint, ore and concentrates with at least 2% of weight in any of the aforementioned metals.</p>
<p><b>Precious products</b> include the following types of finished products:</p> <ul style="list-style-type: none"> <li>• Jewellery for example, a diamond set in a ring, a jade bangle, 999 gold coin shaped into a pendant or bracelet charm;</li> <li>• Watch for example a watch encrusted with diamonds, digital watch made of gold;</li> <li>• Ornaments for example, a silver vase, an art piece made out of gold, a seal carved out of jade;</li> <li>• Accessories for example, a handbag affixed with diamonds, pearl brooch;</li> <li>• Apparel for example, a blouse affixed with sapphires</li> </ul>	

**17. Select the option that applies to your business**

will conduct any cash or cash equivalent transaction with a value, or any 2 or more related cash transactions in a single day with a total value, which exceeds SGD 20,000 (or its equivalent in foreign currency) with any customer for the sale or purchase of any precious stone, precious metal or precious product.\*

Yes  No

1) Which of the following product categories does your business deal in?

(You may select more than one answer)

(1) Precious stones (refers to loose stones):

- (a) No. I do not deal in precious stones
- (b) Diamonds
- (c) Sapphire
- (d) Ruby
- (e) Emerald
- (f) Jade including nephrite and jadeite
- (g) Pearl

(2) Precious metals (refers to bullion or precious metals in its original form):

- (a) No. I do not deal in precious metals
- (b) Gold
- (c) Silver
- (d) Platinum
- (e) Iridium
- (f) Osmium
- (g) Palladium
- (h) Rhodium
- (i) Ruthenium
- (j) An alloy with at least 2% of weight in any of the above metals

(3) Precious products (any finished product, other than any industrial tool or medical device, that derives 50% or more of its value from any precious stone or precious metal contained in or attached to that product):

- (a) No. I do not deal in precious products
- (b) Jewellery
- (c) Watch with precious metals or stones
- (d) Coin
- (e) Ornament
- (f) Accessory
- (g) Apparel
- (h) Others (please specify):

Others (please specify):

(4) Asset-backed tokens (e.g. Bullion-backed certificates)

- (a) No. I do not deal in Asset-backed tokens
- (b) Yes, Please specify:

Yes, Please specify:

(5) Virtual assets (e.g. Gold-backed cryptocurrency)

- (a) No. I do not deal in Asset-backed tokens
- (b) Yes, Please specify:

Yes, Please specify:

2) Which of the following best describes your business activity?

(You may select more than one answer)

(1) Precious stones

(1) What type of precious stones do you deal in?

- (a) No. I do not deal in precious stones
- (b) Rough precious stones
- (c) Cut and polished precious stones

(2) Which of the following best describes your loose precious stones business activity

- (a) No. I do not deal in precious stones
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution

(2) Precious metals

(1) Which of the following best describes your loose precious metals business activity

- (a) No. I do not deal in precious metals
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution
- (k) Recycling
- (l) Buying and selling scrap markets
- (m) Others (please specify):

Others (please specify):

(3) Precious products

(1) Which of the following best describes your precious products business activity

- (a) No. I do not deal in precious products
- (b) Auctioning
- (c) Brokerage or investment
- (d) Exchange or provider of trading or clearing facility
- (e) Manufacturing
- (f) Online platform
- (g) Production (including mining, sorting and valuing)
- (h) Retailing
- (i) Secondhand goods dealing
- (j) Wholesale or distribution
- (k) Others (please specify):

Others (please specify):

< Previous Proceed > Save as Draft Save as Draft & Exit

## Step 5: UPLOAD Supporting Documents

- Upload documents as necessary.
- Click <Next>.

### **IMPORTANT:** ( ! )

- For foreigners, provide the FIN/ Passport for personnel listed under No. 2.
- Each attachment is limited to 2 MB. Acceptable file formats are:
  - Work pass /Passport: pdf, jpg, png
  - Foreign Business Registry Records: pdf, xls, xlsx, doc, docx
  - Others: pdf, xls, xlsx, doc, docx

1. Please provide the NRIC/FIN/Passport of the person holding an analogous position involved in the management of the applicant and the outlet manager/ person in-charge of the outlet (if applicable)

2. For foreigners / foreign business entities, please provide the FIN/Passport of the following persons: (The applicant, Substantial shareholder, Director, Manager, Partner, Company Secretary, Other person holding an analogous position involved in the management of the applicant, Employee managing the applicant's business of regulated dealing or business as an intermediary).

Foreign Business Registry Records  
Only applicable for foreign business entities

Others

Acceptable File Format: pdf, jpg, png  
Acceptable File Size: maximum: 2 MB

ONLINE UPLOAD

Upload

ONLINE UPLOAD

Upload

ONLINE UPLOAD

Upload

Previous

Next

Save as Draft

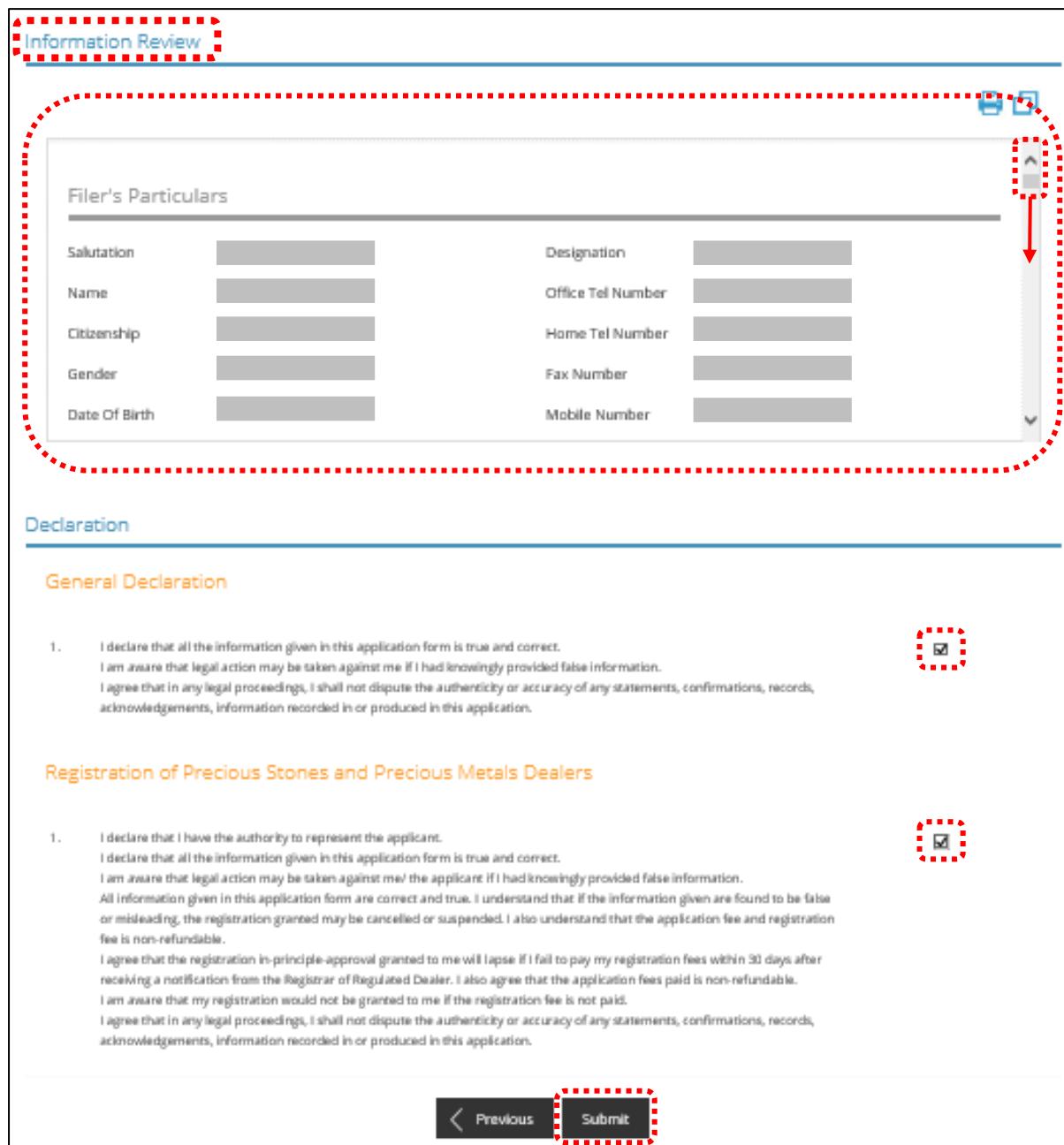
Save as Draft & Exit

## Step 6: REVIEW & SUBMIT Application

- Review all information entered.
- Read and tick General Declaration and Registration of Precious Stones and Precious Metals Dealers to provide your declaration.
- Click <Submit>.

### **IMPORTANT:**

- Ensure that all individuals and entities in the application form confirmed that their details and declaration of investigations or convictions, bankruptcy, insolvency or liquidation; lawsuits and breach of AML/CFT requirements are correct.



**Information Review**

**Filer's Particulars**

Salutation	[Redacted]	Designation	[Redacted]
Name	[Redacted]	Office Tel Number	[Redacted]
Citizenship	[Redacted]	Home Tel Number	[Redacted]
Gender	[Redacted]	Fax Number	[Redacted]
Date Of Birth	[Redacted]	Mobile Number	[Redacted]

**Declaration**

**General Declaration**

1. 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.

**Registration of Precious Stones and Precious Metals Dealers**

1. I declare that I have the authority to represent the applicant.  
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/ the applicant if I had knowingly provided false information.  
All information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the registration granted may be cancelled or suspended. I also understand that the application fee and registration fee is non-refundable.  
I agree that the registration in-principle approval granted to me will lapse if I fail to pay my registration fees within 30 days after receiving a notification from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable.  
I am aware that my registration would not be granted to me if the registration fee is not paid.  
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.

< Previous **Submit**

## Step 7: ACKNOWLEDGEMENT

- Acknowledgement page upon successful submission of application (No Upfront Payment Required).
- Click PRINT to save and/or print the submission receipt.
- Click <CLOSE> to exit.



### Renew Expiring Licence

Submitted successfully: 1 application(s) -

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	R [REDACTED]	Application Status	Submitted (No Upfront Payment Required)
Submission Number	B [REDACTED]	Payment Status	STAGE1 : N.A STAGE2 : PENDING
Submission Date	24/05/2022 16:01:14		
Submission Name	B [REDACTED]		

[View your Applications and Status](#)

#### NOTE

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.



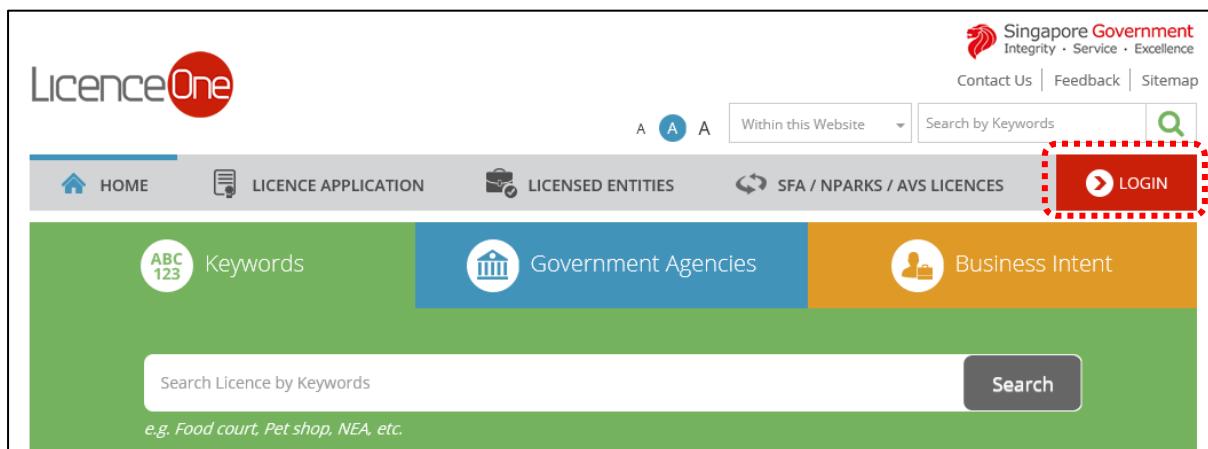
#### Note:



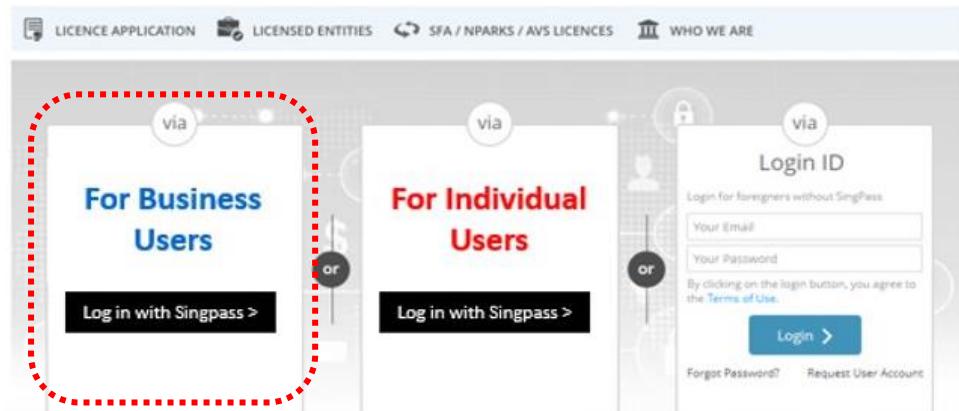
- The Registrar may contact you for any clarifications through your email address. If satisfied that you are a fit and proper person, the Registrar will give in-principle approval.
- If the Registrar provides in-principle approval for your renewal application, Class 1/2/3 regulated dealers who are renewing must pay a registration fee based on the number of outlets operated.

## 9.2 For Class A/B Registered Dealers

- Go to <https://www.gobusiness.gov.sg/licences>.
- Click <LOGIN>.



- Select <For Business Users>.



- Use either
  - QR scanning (Singpass mobile app) or
  - Password Login (Select tab "Singpass login", then enter Singpass ID and Singpass password)



- Select the business / UEN applying for registration.

## Step 1: SELECT licence to renew

- Click <MY PORTFOLIO>.
- Click <Licences>. Your existing licences will be displayed. Search for the Licence Number (PS20xxxxxxxxxx) that you wish to renew.
- You may also key in the licence number (PS20xxxxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Renew>.

The screenshot shows the 'Licences' section of the GoBusiness Licensing Guide. At the top, there's a navigation bar with links like HOME, MY PORTFOLIO, LICENCE APPLICATION, LICENSED ENTITIES, SFA / NPARKS / AVS LICENCES, and user profile. Below the navigation is a toolbar with icons for Dashboard, Applications, Licences (which is highlighted with a blue background), Payments, Requests for Action, Managed Returns, and Correspondences. A large search bar at the top has a placeholder 'Agency Name, Licence Name, Licence Number' and a 'SEARCH' button. To the right of the search bar is an 'Advanced Search' link. Below the search area, a message says 'Please click [here](#) for the list of licences you can view via LicenceOne.' The main content area is a table with columns: Licence Number, Licence Name, Licence Status, Issue Date, Expiry Date, Agency, and Action. A row is shown for 'PS' with 'Registration of Precious Stones and Precious Metals Dealers' as the Licence Name, 'Active' as the Status, and 'Ministry of Law' as the Agency. The 'Action' column for this row has a dropdown menu open, showing 'Amend', 'Cancel', and 'Renew'. The 'Renew' option is highlighted with a red dashed box.

## Step 2: RENEW Profile

- Confirm the displayed Licence Number (PSXXXXXXXXXX) is the licence you wish to renew.
- Click <Next>.

**Renew Licence**

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Type	Fees & Supporting Documents (if required)
<input checked="" type="radio"/> Registration of Precious Stones and Precious Metals Dealers	<a href="#">Details</a>

**Licence Number\***  
PS20 [REDACTED]

[BACK](#) [NEXT](#)

### Step 3: ADD General Information

- Read and tick the checkbox to agree with the Terms of Use.
- Click <Next>.

**Renew Expiring Licence**

**Terms of Use**

**I. Agreement**

- Access this service is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
- In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
- These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
- We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

**II. Access To the Website**

- The accessibility and operation of the Website relies on technologies which are not under our control. We do not guarantee continuous accessibility or uninterrupted operation of the Website.

By clicking on the checkbox, I agree to be bound by the Terms of Use.

**Next >** **Save as Draft** **Save as Draft & Exit**

- You can amend Primary Contact Mode, Designation, Office Tel Number, Home Tel Number, Fax Number, Mobile Number, Email, Alternative Email and choose if you want to receive status updates of licence application via SMS.
- Click <Next>.

**Filer's Particulars**

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to [Update User Profile](#) screen to edit these information where necessary.

<b>Salutation*</b>	<input type="text"/>	<b>Designation</b>	<input type="text"/>
<b>Name*</b>	<input type="text"/>	<b>Office Tel Number</b>	<input type="text"/>
<b>Citizenship*</b>	<input type="text"/>	<b>Home Tel Number</b>	<input type="text"/>
<b>Gender*</b>	<input type="radio"/> Male <input checked="" type="radio"/> Female	<b>Fax Number</b>	<input type="text"/>
<b>Date Of Birth*</b>	<input type="text"/>	<b>Mobile Number*</b>	<input type="text"/> +65
<b>Primary Contact Mode*</b>	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	<b>Email</b>	<input type="text"/>
Tick if you prefer to receive status updates of licence application via SMS <input checked="" type="checkbox"/>			

**Next >** **Save as Draft** **Save as Draft & Exit**

## Step 4: PROVIDE Application Details

- Update the Application Details as necessary.



### Renew Expiring Licence

Registration of Precious Stones and Precious Metals Dealers (MINLAW)

1. Registration Profile

UEN	[Redacted]
Licence Number	[Redacted]
Licence Start Date	[Redacted]
Licence End Date	[Redacted]

- Enter Place of business.
- Click <Add>.
- Add on only if you have more than 1 place of business.

**Note:**

- Enter only 1 Place of business even if the store occupies 2 or more adjoining units' space.
- For the Place of business, type in e.g. name of shopping mall or road name.
- If you have more than 1 Outlet Manager per Place of business, click on the specific Place of Business and enter 1 Outlet Manager particulars at a time and click <Add>. Repeat for the additional Outlet Managers.

**2. Place of business (where regulated dealing as defined under section 2 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act, is conducted)**

Note: Please provide the following details of all the places of business where regulated dealing is conducted. If you do not have a physical place of business, please include details of your organisation operating address.

<b>Place of business*</b>	<input type="text"/>	Level	<input type="text"/> <small>E.g. 05-01 Key in:05</small>
<b>Postal Code*</b>	<input type="text"/> <b>Retrieve Address</b> <small>Please enter your postal code and click "Retrieve Address"</small>	Unit Number	<input type="text"/> <small>E.g. 05-01 Key in:01</small>
Block/House Number	<input type="text"/> Please Select	Building Name	<input type="text"/>
<b>Street Name*</b>	<input type="text"/>	Contact Number	<input type="text"/>

Registration of (Multiple) Outlet Managers for each outlet

<b>Name of outlet Manager/ person in-charge*</b>	<input type="text"/>	<b>ID Type*</b>	<input type="radio"/> NRIC <input type="radio"/> FIN <input type="radio"/> Passport
<b>Contact number of outlet Manager/ person in-charge*</b>	<input type="text"/>	Date of Birth	<input type="text"/> 
		<b>Identification number of outlet Manager/ person in-charge*</b>	<input type="text"/>
		Citizenship	<input type="text"/> Please Select



Name of outlet Manager/ person in-charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge
No records available					



Name of the outlet	Outlet Address	Contact Number	 
Business 1	650388,388,BUKIT BATOK WEST AVENUE 5,345,GOODVIEW GARDENS	+6588888888	

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx>) to understand more on the registration tiers available.
  - Class A: The net price of every related product sold by the registered dealer is less than \$2,000 a piece." - Registration fees of \$250 per outlet.
  - Class B: The registered dealer is allowed to sell related products of any value. - Registration fees of \$350 per outlet.

Registration Tier	Registration Condition Imposed	Registration Fees	Duration
<b>Class A</b>	The registration is subject to a condition that the net price of every precious stone, precious metal, precious product or asset-backed token that is or is to be sold by the registered dealer be less than \$2,000 a piece.	\$250 per outlet annually	To be renewed annually
<b>Class B</b>	The registered dealer is allowed to sell precious stones, precious metals, precious products or asset-backed tokens of any value.	\$350 per outlet annually	To be renewed annually

- Read and tick the checkbox to declare with the registration tier.
- Click <Proceed>.

### 3. Class of Registration

Please note that the class of registration granted will be subject to the Registrar's assessment and approval.

**Class of Registration\***

Class A: The net price of e ▾

I declare that none of my product price exceed \$2,000'(message subject to changes) , this field is displayed below the New field, this field is checkbox and mandatory. Applicant cannot proceed without checking this field.

< Previous **Proceed** > Save as Draft Save as Draft & Exit

## Step 5: UPLOAD Supporting Documents

- Upload documents as necessary.
- Click <Next>.

### **IMPORTANT:** ( ! )

- For foreigners, provide the FIN/ Passport for personnel listed under No. 2.
- Each attachment is limited to 2 MB. Acceptable file formats are:
  - Work pass /Passport: pdf, jpg, png
  - Foreign Business Registry Records: pdf, xls, xlsx, doc, docx
  - Others: pdf, xls, xlsx, doc, docx

1. Please provide the NRIC/FIN/Passport of the person holding an analogous position involved in the management of the applicant and the outlet manager/ person in-charge of the outlet (if applicable)

2. For foreigners / foreign business entities, please provide the FIN/Passport of the following persons: ( ! )

- The applicant
- Substantial shareholder
- Director
- Manager
- Partner
- Company Secretary
- Other person holding an analogous position involved in the management of the applicant
- Employee managing the applicant's business of regulated dealing or business as an intermediary.

acceptable file format:  
Please name your file in the following manner:  
NRIC/FIN/PASSPORT NUMBER.pdf  
( ! )  
Acceptable File Format: pdf, jpg, png  
Acceptable File Size: maximum: 2 MB

Foreign Business Registry Records  
Only applicable for foreign business entities ( ! )  
Acceptable File Format: pdf, xls, xlsx, doc, docx  
Acceptable File Size: maximum: 2 MB

Others  
Any other documents ( ! )  
Acceptable File Format: pdf, xls, xlsx, doc, docx  
Acceptable File Size: maximum: 2 MB

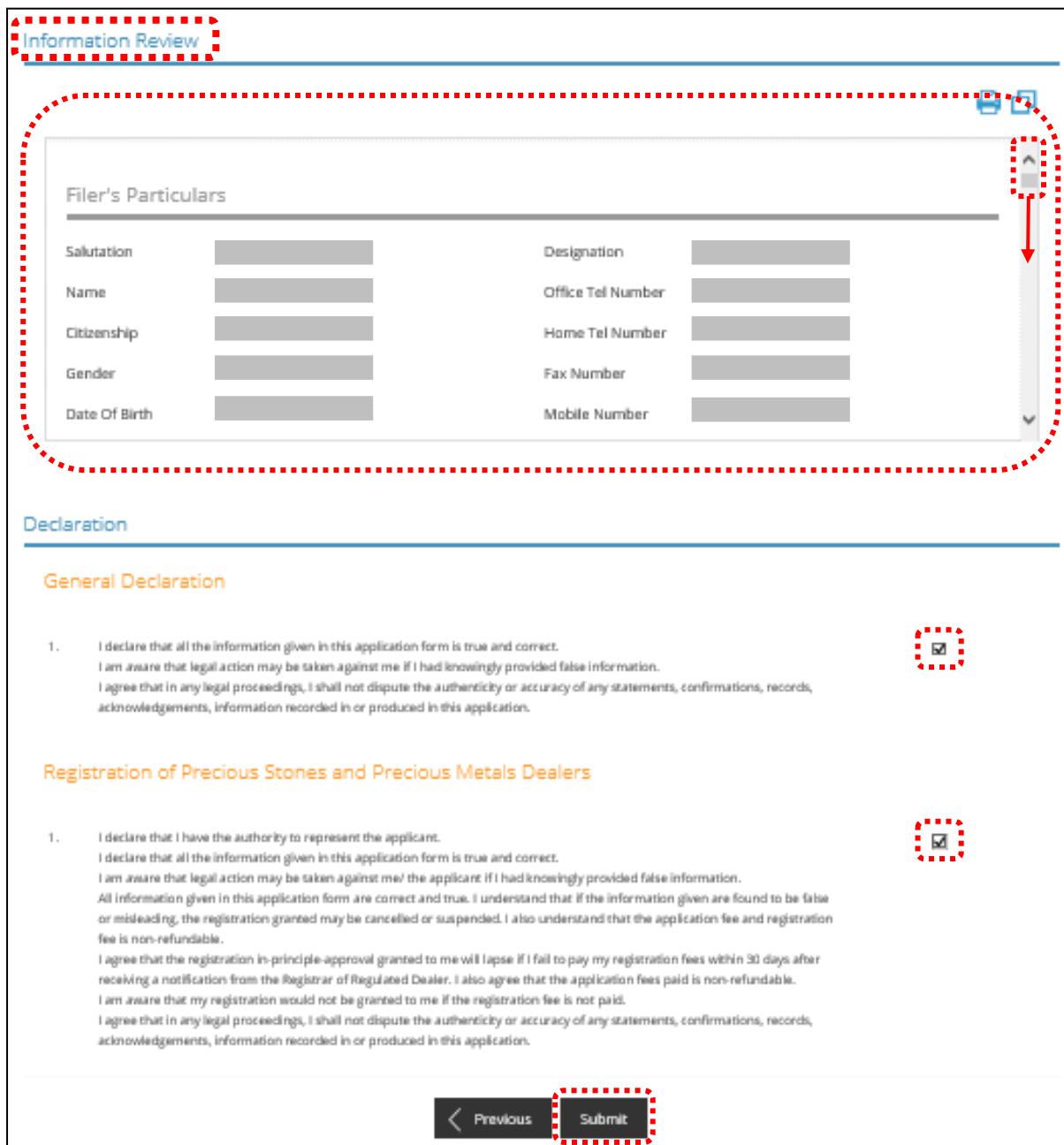
< Previous      Next > ( ! )      Save as Draft      Save as Draft & Exit

## Step 6: REVIEW & SUBMIT Application

- Review all information entered.
- Read and tick General Declaration and Registration of Precious Stones and Precious Metals Dealers to provide your declaration.
- Click <Submit>.

### **IMPORTANT:**

- Ensure that all individuals and entities in the application form confirmed that their details and declaration of investigations or convictions, bankruptcy, insolvency or liquidation; lawsuits and breach of AML/CFT requirements are correct.



**Information Review**

**Filer's Particulars**

Salutation	Designation
Name	Office Tel Number
Citizenship	Home Tel Number
Gender	Fax Number
Date Of Birth	Mobile Number

**Declaration**

**General Declaration**

1. 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.

**Registration of Precious Stones and Precious Metals Dealers**

1. I declare that I have the authority to represent the applicant.  
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/ the applicant if I had knowingly provided false information.  
All information given in this application form are correct and true. I understand that if the information given are found to be false or misleading, the registration granted may be cancelled or suspended. I also understand that the application fee and registration fee is non-refundable.  
I agree that the registration in-principle-approval granted to me will lapse if I fail to pay my registration fees within 30 days after receiving a notification from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable.  
I am aware that my registration would not be granted to me if the registration fee is not paid.  
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.

**Submit**

- Click <PROCEED WITH PAYMENT> to make payment for the Registration Fee.

**Note:** 

- Payment modes include PayPal, Visa, MasterCard, American Express and Discover. Goods and Services Tax (GST) is not applicable.

### Make Payment

Description	Fee Type	Fee	GST	Sub Total
PA [REDACTED]				
MINLAW - Registration of Precious Stones and Precious Metals Dealers	Processing Fee	[REDACTED]	Not applicable	[REDACTED]
R [REDACTED]				
Grand Total :				[REDACTED]
 <b>PROCEED WITH PAYMENT</b> 				

## Step 7: ACKNOWLEDGEMENT

- Click VIEW RECEIPT to save and/or print the receipt.
- Click PRINT to print the submission.

**Renew Expiring Licence**

 Submitted successfully: 1 application(s) -

You will be notified of the approval of your application via SMS/Email.

Ministry of Law  
Registration of Precious Stones and Precious Metals Dealers

Application Number	R [REDACTED]	Payment Advice Number	PA [REDACTED]
Application Status	Submitted with Payment	Payment Status	STAGE1 : PAID STAGE2 : N/A 
Submission Number	B [REDACTED]	Payment Amount(SGD)	\$ [REDACTED]
Submission Date	[REDACTED]		
Submission Name	[REDACTED]		

[View your Applications and Status](#)

**NOTE**

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

 [VIEW RECEIPT](#) PRINT CLOSE