



INLAND REVENUE
AUTHORITY
OF SINGAPORE

Tax Season 2016: Guide on Tax Filing Assistance & Payment

To check if you need to file

- Use this **tax filing template** to check if you need to file this year
- **AskJasmine**, your virtual assistant and get answers to your individual income tax filing questions

How to file

- **Visit our website:** www.iras.gov.sg for useful information on e-Filing
 - Go to “e-Services” > “Individuals” > “e-File Individual Income Tax Form (B1/B)”
- **Online Demo:** Visit elearn.iras.gov.sg to view the e-filing steps before you file your return;
- **Email us:** Via myTax Mail service (at mytax.iras.gov.sg) using SingPass or IRAS PIN.

To e-File, log in to mytax.iras.gov.sg using your SingPass or IRAS PIN from **1 March to 18 April 2016** and click on “Begin e-Filing for the Year of Assessment 2016”.

For more information on filing matters, browse www.iras.gov.sg/irashome/TaxSeason2016

To check your tax reliefs

- Use the **Personal Reliefs Eligibility Tool** to check your eligibility for the personal reliefs
- For Parenthood Tax Rebate, you can use the **Parenthood Tax Rebate Tool**

To find out if you are on the Auto-Inclusion Scheme of Employment Income

- Check the **AIS Organisation Search** whether your company is participating in AIS, and whether your company has submitted the income information for YA2016

Tax Filing with SingPass

- Use your SingPass to e-File your tax return. You can log in to mytax.iras.gov.sg with or without the Two-Step Verification (2FA) to file your 2016 tax return.
- Please register 2FA for your SingPass early, as IRAS e-Services at mytax.iras.gov.sg will require 2FA from 5 Jul 2016 onwards. For more information on SingPass 2FA, please visit www.singpass.gov.sg.

How much tax to pay

- For taxpayers on the No-Filing Service Scheme, you can preview your tax bill and request an early assessment if you did not amend the 'Income, Deductions and Reliefs Statement' of your tax return
- Compute your estimated tax payable using our **tax calculator**

Sign up for GIRO to enjoy fuss-free payment of your taxes

You can choose to pay by 12 monthly interest-free instalments or pay in one GIRO deduction. No more worries about tax payment due dates as your tax is deducted from your bank account. Learn more about **GIRO and other payment modes**.

How to be updated on tax matters

- Give us your mobile number through mytax.iras.gov.sg and receive timely updates/reminders on your tax matters
- Get the latest updates on [facebook.com/irassg](https://www.facebook.com/irassg) and twitter.com/iras_sg

Where to seek tax filing help

Should you require filing assistance, please visit our e-Filing Service centre at Revenue House. We encourage you to visit in March for a shorter wait as the expected waiting time in April can be up to 2 hours.

Location for e-Filing Assistance	Period	Operating Hours
Revenue House 55 Newton Road Singapore 307987 (Opposite Novena MRT Station)	1 Mar to 18 Apr 2016	8 am – 5 p.m. (Mon to Fri); 8 a.m. – 1 p.m. (Sat)

Please bring along your:

1. NRIC / Employment Pass / Work Permit;
2. SingPass / IRAS PIN; and DBS/POSB NETS card (to sign up for GIRO).

Do file your income tax return via mytax.iras.gov.sg by **18 April 2016** or send in your paper returns by 15 April 2016.