

GoBusiness Licensing Guide

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

Updated on 03 Jun 2022

Table of Contents

1	Info	rmation You Need for Registration	3
2	Use	ful Tips	5
3	Use	ful Contacts	6
4	Арр	ly for New Licence (STAGE 1)	8
5	Рау	Registration Fee (STAGE 2)	.30
6	Witl	hdraw Application	.35
7	Ame	end Existing Registration	. 39
8	Can	cel Existing Licence	.59
9	Ren	ew Expiring Licence	.67
	9.1	For Class 1/2/3 Registered Dealers	.67
	9.2	For Class A/B Registered Dealers	.88

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 <u>https://www.corppass.gov.sg</u>. 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 autopopulated 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)	 Name* NRIC/ Passport/ FIN No.* Citizenship or Country/ Region of Incorporation* Date of birth 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	 Name NRIC/ Passport/ FIN No. Citizenship or Country/ Region of Incorporation Date of birth 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	 Name NRIC/ Passport/ FIN No. Citizenship or Country/ Region of Incorporation Date of birth Email address Mobile number
Business Particulars	Information Needed (* Information is auto-populated for ACRA registered entities)
Address	 Registered address* Operating address Mailing address Outlet address Business telephone number Business fax number Business email address
Products	Type of precious stones, precious metals and precious products
Activities	Wholesale, manufacturing, retail, etc.

Supporting documents to be attached to the application form:

• 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.

• 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).

• 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.

2 Useful Tips

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

3 Error(s) found during the application submission. Please correct the errors before submit.

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

ORTFOLI	o 📮	LICENCE APPLICATION	EICENSED ENTITIES	
3 Error(s) found d	luring the application sub	omission. Please correct the errors before submit.	~
	Gener	al Information		
	• Em • Mo • Typ	ail is mandatory bile Number is mandat be of Premises is mand	itory latory	

• 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 (Cxxxxxxxx) will be generated. You may check on the application status under <MY PORTFOLIO>, under <Dashboard>. Enter Application Number at <Application Status>. Click <Search>.

🏫 номе	MY PORTFOLIC			LICENSED	ENTITIES	SFA/	/ NPARKS / AVS LICE	INCES 🌲 🛔
「一 大 Dashboard	Application	s Licence	es Pay	\$ ments	Requests fo	er Action	Managed Returns	Correspondences
Dashboard	••• 							
Your last login was PM	on Tuesday 08 Octobe	r 2019 at 12:10 U	pdate Profile	Representi	ng			•
Application Stat	Application Status Application Number Check							
APPLICATION	s 🗐	DRAFTS		LICENCE	5	Ŗ	PAYMENTS	<u></u>
4 Require Attention	1 <u>6</u> 8 In Progress	O Due for Removal	7_1 All Drafts	Due fo Renew	or al	<u>32</u> Active	Pendir	3 ng Payments

• 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.

🏫 номе 🗎	MY PORTFOLIO	LICENCE APPLICATIO	ON 🗟 LICENSED	ENTITIES 🗳 SFA	/ NPARKS / AVS LICENO	ies 🌲 🛔
一一 一 Dashboard	لللہ میں	Licences	(\$) Payments	(The sequests for Action	Managed Returns	Correspondences
Application	5					
Applications	Drafts					
Agency Na	me, Licence Name, Ap	plication Number				Advanced Search
Application Number 🔶	Licence Name 🍦		Application Status 🌲	Submission Name 🍦	Submission Date 🔻	Action
w	Registration of Pre Precious Metals D	ecious Stones and ealers	Approved	B	08 Oct 2019 12:17:58	

• Types of Application Number

Number	Туре	Number	Туре
Bxxxxxxxxx	Draft application	Uxxxxxxxxxx	Amend existing licence
Cxxxxxxxxxx	Submitted new application ¹	Txxxxxxxxx	Cancel existing licence
Wxxxxxxxxx	Withdrawn application ²	Rxxxxxxxxxx	Renew expiring licence

3 Useful Contacts

Corppass	Tel: 6643 0577	For enquiries relating to
	Mon – Fri: 8am – 8pm	Corppass and Singpass matters,
	Sat: 8am – 2pm	e.g.:
	Email: support@corppass.gov.sg	 register and set up
	Website: <u>https://www.corppass.gov.sg</u>	Corppass account
		Check registration status
		• activate Corppass account
Singpass	Tel: 6643 0555	• forgot/retrieve Corppass ID
	Email: support@singpass.gov.sg	• forgot/reset Corppass
	Website: <u>https://www.singpass.gov.sg</u>	password
		• register Corppass Admin
		create users
		• assign digital services

¹ 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.

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

GoBusiness	Tel: 6774 1430	For enquiries relating to
Licensing	Mon – Fri: 8am – 8pm	GoBusiness Licensing matters,
	Sat: 8am – 2pm	e.g.:
	Email: <u>licences-</u> <u>helpdesk@crimsonlogic.com.sg</u> Website: <u>https://www.gobusiness.gov.sg/licences</u>	 GoBusiness Licensing Login ID forgot/reset GoBusiness Licensing password apply for new licence view notifications check application status check application payment advice foreigners apply for LicenceOne ID
Ministry of Law Services Centre	Enquiry Line Operating Hours: Tel: 1800–CALL–LAW (1800 2255 529) Mon – Fri: 8.30am – 5.00pm (Closed on Weekends & Public Holidays) Online Enquiry Form: https://eservices.mlaw.gov.sg/enquiry/ Counter Operating Hours: Mon – Fri: 8.30am – 5.00pm (Closed on Weekends & Public Holidays)	For enquiries relating to Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act 2019, e.g.: • registration requirements • regulatory requirements

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>.

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 Add to Selection	Search Results 2 results for Keyword "precious stones"	📜 Review & Apply (0)	
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	Licences (2)		
	Registration of Precious Stones and Precious I For businesses that conduct regulated dealing (in precious ston	Metals Dealers () es, precious metals, precious products or asset-backed tokens) or as	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 For businesses that conduct regulated dealing (in precious sto an intermediary for regulated dealing.	Metals Dealers ()	Selected
Before applying: Please ensure that you have the requisite info documents are available at	ormation/ documents. More information on requisite information/	

• Click < Proceed>.

MINLAW Registration of Precious Stones and Precious Metals Dealers		Ŵ
Proceed		
for businesses that conduct regulated dealing (in precious stone Review & Apply (1) as an intermediary for regulated dealing.	set-backed tokens) or as	
lefore applying: Please ensure that you have the requisite information/ documents. More information on re locuments are available at	equisite information/	

 Click < AP 	PLY>.					
1	2	3	(4	(5)	6
SELECT	ADD	PROVIDE	U	PLOAD	REVIEW & SUBMIT	ACKNOWLEDGEMENT
Licence(s)	General Information	Application Details	Supportin	g Document(s)	Application (Payment if applicable)	
Apply for New Lie	cence					
You may need the followi	ng licence(s) for your busine	ess				
To be applied at Lice	nceOne					
Licence Name			Time to Fill	Fees & Support Documents	ing Estimated Processing Time	
Selected Licence(s)						
ININLAW Registratio	n of Precious Stones and Prec	ious Metals Dealers 🚺	30 mins	Details	Around 4 weeks	
	_				<u></u>	
	<	Previous Ema	ail Me >	APPLY		





- 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.

1 	2 ADD General Information	3 PROVIDE Application Details	UPLOAD Supporting Document(s)	5 REVIEW & SUBMIT Application (Payment if applicable)	ACKNOWLEDGEMENT
Apply for New L	icence				
Terms of Use					
 Agreement Access this serbe deemed to leave the Webs In these Terms means any boo These Terms of been posted of We may modify without liability 	vices is governed by the terr have accepted and agreed t site. of Use, the words "we", "ou dy corporate established by f Use may be changed from n the Website will constitute y or discontinue any informa /.	ms and conditions as sta o be legally bound by the ur" and "us" refer to the 0 or under written law fro time to time. Changes w e your agreement to the ation or features that for	ted below ("Terms of Use"). ese Terms of Use. If you do Government of Singapore a m time to time to perform o vill be posted on this page. Y modified Terms of Use and m part of the Website at an	By accessing and using th not accept any of these Te nd all Statutory Boards. "Si or discharge any public fun 'our use of the Website aft all of the changes. y time, with or without not	e Website, you shall rms of Use, please tatutory Board" ction. er changes have tice to you, and
II. Access To the We 1. The accessibilit accessibility or	bsite by and operation of the Web uninterrupted operation of	site relies on technologie the Website.	es which are not under our	control. We do not guaran	tee continuous
☑ By clicking on the check	ckbox, I agree to be bound b	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 Please pro	, Name, Citizenship, Gender and Date Of Birth are ceed to Update User Profile screen to edit these	taken from User Profile for your convenience. information where necessary.
Salutation *	V	Designation
Name*		Office Tel Number
Citizenship *	\square	Home Tel Number
Gender*	O Male ® Female	Fax Number
Date Of Birth*		Mobile Number*
Primary Contact Mode*	O Office Tel Number	Email
	O Home Tel Number	Alternative Email
	Mobile Number	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.

Applicant's Partic	ulars 🕜		
Salutation*	Y	Designation	Y
Name *		Office Tel Number	
ID Type *	NRIC O FIN O Passport	Home Tel Number	▼
ID Number*		Fax Number	▼
Citizenship*		Mobile Number*	
Gender*	Male O Female	(()) Email*	
Date Of Birth*	1	Alternative Email	
Primary Contact	O Office Tel Number	Tick if you prefer to	
mout	O Home Tel Number	receive status updates of licence application via	
	Mobile Number	SMS	

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

Note: 😱

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

Type of	Explanation or examples
Premises	
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 Addres	s		
Address Type *	● Local ○ Foreign	Street Name*	
Type of Premises *		Level	
Postal Code*	Retrieve Address	Unit Number	E.g. 05-01 Key in:05
Block / House Number*	"Retrieve Address".	Building Name	E.g. 05-01 Key in:01
Organisation Deta	ils		
Organisation Name			
UEN			
Organisation Type			
UEN of Former Company			

- 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 Regis	tered Address			
Type of Premises		\sim		
Postal Code	Retrieve Address Please enter your postal code and o "Retrieve Address".	click		
Block / House Number*	•	\sim		
Street Name				
Level				
Unit Number				
Building Name	:			
Organisation Oper	ating Address			
Type of Premises	I	\sim	Street Name	
Postal Code	Retrieve Address		Level	
Please enter your posta	al code and click "Retrieve Address".			E.g. 05-01 Key in:05
Block / House Number		\sim	Unit Number	E.g. 05-01 Key in:01
			Building Name	

- 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 Conta	act Details			
Tel Number*	· · · · · · · · · · · · · · · · · · ·			
Fax Number	-			
Business Email *				
Mailing Address				
Organisation Operating	Copy		Street Name*	
Address				
Address	Сору		Level	
Address Type *	Iccal O Foreign		Unit Number	E.g. 05-01 Key in:05
Type of Premises*	×		onendinoer	E.g. 05-01 Key in:01
Postal Code*	Retrieve Address		Building Name	
	Please enter your postal code and click "Retrieve Address".			
Block / House Number	~			
	Nevt		Save as Draft & Evit	
		Save as Drait	Save as Drait & Exit	

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 3rd party company service provider.'

SELECT Licence(s)	2 ADD General Information	BROVIDE Application Details	UPLOAD Supporting Document(s)	5 REVIEW & SUBMIT Application (Payment if applicable)	ACKNOWLEDGEMENT
2. Directors/ Man	aging Directors/ Part	ner/ Company Secre	etary / Owner / Mana	ager 😨	
Does your organisation Managing Directors de	have Directors/	Yes O No			
Salutation *		Y	Name*		
Citizenship		\checkmark	NRIC/ Passport/ FIN No *		
Date of Birth		m			
Designation *		V			
Whether proposed person is involved in any other Precious Stones and Precious Metals business in Singapore (provide details such as business name if 'Yes')*	O Yes O No		If Yes. Provide details		

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

Important: (())

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

Salutation *		1	Name*		
Date of Birth*		1	ID Type •	O NRIC O FIN C	Passport
Email*	e contact details will be used as a	means of	NRIC/ Passport/ FIN No *		
rece Noti	Wing communications from the Ri fications	ngistrar, a.g.	Mobile Tel Number *	These contact details will b receiving communications Notifications	e used as a means of from the Registrar, e.g.
Add					
Salutation Name	Date Of Birth	NRIC/ Passport/ Email	il ID Type	Mobile Tel Number	Citizenship

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



 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 Sha	reholding Details (5% or more))				
If there are business entities in the list of substantial shareholders, please provide the business entityties)'s directors, managers and owners' full name and nationality in Stage 4 of the application form. You should provide a copy of the business entityties/'s Certification of Registration and its directors, managers and owners' NRIC/ Passport/ FIN in Stage 4 of this Application Form.						
Does your organisation details?	have shareholding					
Is Voting Share applicable for this company?*	Y					
Substantial Shareholder name*		No. of Ordinary shares				
Substantial Shareholder NRIC/ Passport/ FIN No/ UEN No •		Voting Shares %				
Citizenship	Y					
Ordinary Shares %						
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
6. Other Information
1. Do you have a bank account in Singapore for the purpose of your business of regulated O Yes O No dealing?*
2. Do you have credit card/ charge card payment facilities for the purpose of your business O Yes O No of regulated dealing?*
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?*
lf yes, please state
particulars
4. Has the following persons (where applicable) ever been investigated, currently under O Yes O No
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?*
lf yes, please state particulars

5. Has the following perso defendant, arbitrator, or negligence matters, contr ongoing lawsuits at The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an - Employee managing the intermediary?	ons (where applicable) ever been a party to a lawsuit, as a plaintiff, claimant? Lawsuits include but are not limited to the following: act matters, debt matters and bankruptcies. Please include oint of registration application. analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	O Yes O No
it yes, please state particulars		
6. Has the following perso petition for any type of ba issolvency law: The applicant - Substantial shareholder - Director - Manager - Partner	ens (where applicable) ever been adjudicated bankrupt or filed a ankruptcy, insolvency or liquidation under any bankruptcy or	O Yes O No
 Other person holding an Employee managing the intermediary?* 	analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	
If yes, please state particulars		
7. Has the following perso its or his right, to carry or registration or other auth ML/TF risk or past breach terrorism (AML/CFT) re- The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an - Employee managing the intermediary?	ans (where applicable) ever been refused the right, or restricted in a any trade, business or profession for which a specific licence, iorisation is required by law in any jurisdiction on grounds of es or anti-money laundering and countering the financing of tements: analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	O Yes O No
lf yes, please state particulars		
8. Do you have any other management of the appli commonly used positions	persons holding an analogous position involved in the cant, who is not in the list of directors and shareholders? e.g. may include the Chairman and CEO. *	O Yes O No O Not Applicable
lf yes, please state particulars		
9. I have contacted and ch application form on the ir form, you may want the k mentioned questions to e	necked with every one of the key personnel listed in this nformation above. [Note: If you are completing this application rey personnel to complete a self declaration form with the above insure that the key personnel are aware. *	O Yes O No
10. Please state all the rel include Secondhand Good	evant permits or licences that are relevant to the business, that y Is Dealer Licence, Kimberley Process Licence, Remittance Licence.	ou have obtained. Examples or relevant 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 busines	s (where regulated dealing as de	fined under section 2 of the	e Precious Stones and Precious Metals
(Prevention of Mo	ney Laundering and Terrorism Fi	nancing) Act, is conducted)	<u></u>
Note: Please provide physical place of bus	the following details of all the places iness, please include details of your o	s of business where regulated o organisation operating address	dealing is conducted. If you do not have a s.
Place of business*		Level	E.g. 05-01 Key in:05
Postal Code*	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*		Contact Number	•
Registration of (Mult	iple) Outlet Managers for each outlet	:	
Name of outlet Manager/ person in-		ID Type*	O NRIC O FIN O Passport
charge		Date of Birth	
Contact number of outlet Manager/ person in-charge*	▼	ldentification number of outlet Manager/ person in- charge*	
		Citizenship	
Add			
Name of outlet Manager/ person in-charge	ID Type DateOfBirth	ldentification number of outlet Manager/ person in-charge Citize	Contact number of outlet Manager/ enship person in-charge
		CITE	C ×
Add			
Name of the outlet	Outlet Address	Conta	act Number

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<u>https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx</u>) 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
Class A	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
Class 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:

 Any records relating to investigations conducted by the police, law enforcement agencies or any regulatory bodies;
 Any court records relating to any present or past civil or criminal court proceedings;
 Any records relating to any bankruptcy, insolvency or liquidation under any bankruptcy or insolvency law; and
 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:

Precious Stones (diamond, sapphire,	Precious Metals (gold, silver, platinum, iridium,
ruby, emerald, jade (including nephrite	osmium, palladium, rhodium, ruthenium) include
and jadeite) and pearl) include loose	gold ingots or silver coins with the manufacturer
stones, which are not affixed to a	stamp or imprint, ore and concentrates with at
finished product and do not fall under	least 2% of weight in any of the aforementioned
the definition of precious products.	metals.
Precious products include the following	types of finished products:
 Jewellery for example, a diamond set in a ring, a jade bangle, 999 gold coin shaped into a pendent 	 Ornaments for example, a silver vase, an art piece made out of gold, a seal carved out of jade;
or bracelet charm;	Accessories for example, a handbag affixed
 Watch for example a watch encrusted with diamonds, digital watch made of gold; 	with diamonds, pearl brooch;Apparel for example, a blouse affixed with sapphires.

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. *
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
(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) lewellery
(c) Watch with precious metals or stones
(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:
- /-/
Vec Please specific
Tes, Flease specify.

 Which of the following best describes your business activity 	2) Whic	h 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
- 📋 (I) 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

1 2 3 SELECT ADD PROVIDE Licence(s) General Information Application Details	UPLOAD Supporting Document(s)	5 REVIEW & SUBMIT Application (Payment if applicable)	ACKNOWLEDGEMENT
Apply for New Licence			
Registration of Precious Stones and Precious Metals	5 Dealers		
Document Name	Туре	Attachment	Action
 Please provide the NRIC/FIN/Passport of the person holding an analogous posinvolved in the management of the applicant and the outlet manager/ person in the outlet (if applicable) For foreigners / foreign business entities, please provide the FIN/Passport of the persons: The applicant Substantial shareholder Director Manager Partner Company Secretary Other person holding an analogous position involved in the management of the sployee managing the applicant's business of regulated dealing or business at intermediary. Please name your file in the following manner: NRIC/FIN/PASSPORT NUMBER.pdf Acceptable File Format: pdf, jpg, png Acceptable File File Size: maximum: 2 MB 	sition n-charge of the following ONLINE UPLOAD as an		Upload
Foreign Business Registry Records Only applicable for foreign business entities Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAE) ~	Upload
Others Any other documents Acceptable File Format: pdf, xbs, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD) ~	Upload
Previous Next	Save as Draft Save as D	raft & 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.

.**			86
Filer's Particula	rs		
Salutation		Designation	Ξ,
Name		Office Tel Number	
Citizenship		Home Tel Number	
Gender		Fax Number	
Date Of Birth		Mobile Number	
 I declare that all th I am aware that leg I agree that in any! acknowledgement 	information given in this application f il action may be taken against me if I h gal proceedings, I shall not dispute th information recorded in or produced	orm is true and correct. ad knowingly provided false information. • authenticity or accuracy of any statements, confirmations, records, in this application.	
Registration of Pre	cious Stones and Precio	us Metals Dealers	
I declare that I have I declare that all the I am aware that leg All information giv or misleading, the fee is non-refundat I agree that the rei	the authority to represent the applica information given in this application f il action may be taken against me/ the 1 in this application form are correct a igistration granted may be cancelled (le. tration in-principle-approval granted on from the Registrat of Regulated De	nt. prm is true and correct. applicant H1 had knowingly provided false information. nd true. I understand that if the information given are found to be false r suspended. I also understand that the application fee and registration to me will lapse if I fail to pay my registration fees within 30 days after aler. Labso agree that the application fees paid is non-refundable. The if the registration fee is not paid.	

• 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	\$	Not applicable	06/05/2021	\$1 111 0	
				Grand Total	\$1	
					(())	

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.

1	3	3)	5	6
SELECT Licence(S) G	ADD PRO eneral Information Application	VIDE UPLOAD on Details Supporting Document(S)	REVIEW & SUBMIT Application (Payment If Applicable)	ACKNOWLEDGEMENT
Apply for New	Licence			
Submitte	ed successfully: 1 ap	oplication(s)		Θ
You will be	notified of the approval of y	your application via SMS/Email.		
Ministry of Law				
Registration of P	recious Stones and Pre	cious Metals Dealers		
Application Number	с	Payment Advice Numbe	er F D3	
Application Status	Submitted with Payment	Payment Status	STAGE1 : PAID STAGE2 : PENDING	
Submission Number	B	Payment Amount(SGD)		•••
Submission Date	ю арг 2019 17:04:31 В	Estimated Processing T	ime Around 4 weeks	
View your Applications and	Status			
NOTE				
Application has been submi under the Application Statu	tted successfully. You will be notif s Column.	ied of the approval of your application by	email/sms. Processing sta	tus will also be updated
Please note that the "Submi	ssion Name" is for your personal i	reference only.		
You may retrieve your subm	nission and application details by o	clicking on the "Applications" tab in the "M	y Portfolio" menu.	
			E	

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: Subject: <u>LicenceOne</u> - In-Principle Approval</mlaw_no_reply@mlaw.gov.sg>
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 sectors is authorised to act as or hold out to be a regulated dealer, during the validity period of the registration, is .
Note
If
Your Certificate of Registration with the abovementioned conditions will be issued to you after your payment of 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 Application Type: Payment of Registration Certificate Name: Certificate of Registration (Precious Stones and Precious Metals Dealers) Payment Due Date: 03/09/2019 Payable Amount(S\$):

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

LicenceOne	A A Within thi	Singapore Government Integrity - Service - Excellence Contact Us Feedback Sitemap s Website - Search by Keywords Q
	Elicensed entities	/ NPARKS / AVS LICENCES DOGIN
ABC 123 Keywords	Government Agencies	Business Intent
Search Licence by Keywords e.g. Food court, Pet shop, NEA, etc.		Search

• Select <For Business Users>.

via	via	via)
		Login ID
For Business	For Individual	Login for foreigners without SingPass
Users	Users	Your Email
	or (or Your Password
Log in with Singnass >	Log in with Singnass >	by cacking on the login buddin, you agree to the Terms of Use.

- 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>.



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.

ليتر ج Dashboard	Applications	Licences	(\$) Payments	(Requests for Actio	n Managed	i Returns Corre	espondences
1 SELECT Licence(S)	2 ADD General Information	PROVIDE Application Deta	UPLC UPLC ils Supporting D)	VIEW & SUBMIT Application nent If Applicabl	ACKNOWLEI) Digement
Make Payme	nt						
Description			Fee	Туре	Fee G	ist	Sub Total
PA MINLAW - Registratio	n of Precious Stones and	Precious Metals Dealers	Regi	stration Fee	\$ N	lot applicable	s
						Grand Total	\$
		PRO	CEED WITH PAYM				

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.

1	2	3	4	5	6
SELECT Licence(S) (ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(S) (/	REVIEW & SUBMIT Application Payment If Applicable)	ACKNOWLEDGEMENT
Apply for New	Licence				
Submitt	ed successfu	ılly: 1 applicat	ion(s)		•
You will be	notified of the ap	proval of your app	lication via SMS/Email.		
Ministry of Law					
Registration of F	Precious Stones	and Precious M	etals Dealers		
Application Number	c		Payment Advice Number	PA	
Application Status	Approved with	Payment	Payment Status	STAGE1 : PAID	
Submission Number	В		Payment Amount(SGD)	STAGEZ . PAID	
Submission Date	26 Mar 2019 22	::01:45	Estimated Processing Tir	ne Between 3 to 6 m	onths
Submission Name	В				
View your Applications and	l Status				
NOTE					
Application has been subm under the Application State	nitted successfully. You us Column.	will be notified of the a	pproval of your application by e	mail/sms. Processing s	tatus will also be updated
Please note that the "Subm	nission Name" is for yo	ur personal reference o	only.		
You may retrieve your sub	mission and applicatio	n details by clicking on t	he "Applications" tab in the "My	Portfolio" menu.	
				_	
			PRINT CLOSE		
	L				

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

LicenceOne	A A Within thi	s Website
A HOME	LICENSED ENTITIES SFA	/ NPARKS / AVS LICENCES DOGIN
ABC 123 Keywords	Government Agencies	Business Intent
Search Licence by Keywords e.g. Food court, Pet shop, NEA, etc.		Search

• Select <For Business Users>.

via	via	(a via
		Login ID
For Business	For Individual	Login for foreigners without SingPass
Licers	licere	Your Email
USCIS	- Users	or Your Pasaword
Logic with Signature 5	Lastinuith Simona	By clicking on the login button, you agree to the Terms of Use.
Log in with Singpass >	Log in with Singpass >	Lance X

- 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: Retrieve application to withdraw

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

		•				
デー 大 Dashboard	Applications		(\$) Payments	() Requests for Action	Managed Returns	Correspondences
Applications	4	•				
Applications	Drafts					
Agency Nam	e, Licence Name, Appli	cation Number		SEARCH		Advanced Search
Application Number	Licence Name 👙		Application Status	Submission Name	Submission Date	Action
	Registration of Preci Precious Metals Dea	ous Stones and lers	Pending Agency Action		5	Action V Duplicate Withdraw

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

*		
Application Status	C	Check
	Status of Application C	submitted on 26/09/19: Pending
	Agency Action. 🕧	

• Click <WITHDRAW>.

vinistry of Law				
Registration of Pr	ecious Stones and Precio	us Metals Dealers		
Application Number	С	Submission Date	26 Sep 2019	
Application Type	New	Company		
Application Status	Pending Agency Action			
Applicant		Created Date	26 Sep 2019	
iler		Submission Name	В	
Rusiness Operating		Remarks		
Address		_		
- Key in the <Reason> for withdrawal.
- Click <OK>.

Reason			\otimes
Reason *			
•			
	ок	CANCEL	

• An information box will pop out with the comment: 'Application was successfully withdrawn with application number: Wxxxxxxxx'.

• Click <OK>.

Information	(\mathbf{x})
Application was successfully withdrawn with application number: W	
ок	

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

アデ 木 Dashboard	Applications	C Licences	Payments	C Requests for Action	Managed Returns	Correspondences
Applications						
Applications	Drafts					
Agency Nam	e, Licence Name, Applic	ation Number		SEARCH		Advanced Search
Application Number	Licence Name 🍦		Application Status	s Submission Name	Submission Date	Action
w	Registration of Preci Precious Metals Dea	ious Stones and alers	Approved	в	07 Oct 2019 15:04:44	

Application Details						•
Ministry of Law Registration of Pro	ecious Stones	nd Precious Metal	s Dealers			
Application Number	w		Submission Date	07 Oct 2019		
Application Type	Withdrawal		Company			
Application Status	Approved		Created Date	07 Oct 2019		
Applicant			Submission Name	В		
Filer			Remarks			
Business Operating Address						

7 Amend Existing Registration

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

LicenceOne	A A Within thi	s Website
A HOME	LICENSED ENTITIES SFA	/ NPARKS / AVS LICENCES DOGIN
ABC 123 Keywords	Government Agencies	Business Intent
Search Licence by Keywords e.g. Food court, Pet shop, NEA, etc.		Search

• Select <For Business Users>.

via	via	(a) via
		Login ID
For Business	For Individual	Login für farmgners without SingPasa
licers	licere	Your Email
USEIS		or Your Pasaword
Logic with Signature 5	Logic with Standard	By clicking on the login button, you agree to the Terms of Use.
Log in with Singpass >	Log in with Singpass >	Landa X

- 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 (PS20xxxxxxxx) that you wish to amend.
- You may also key in the licence number (PS20xxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Click <Amend>.

🏫 номе 📋	MY PORTFOLIO	PLICATION 🕏	LICENSED ENT	TITIES			
「デー 大 Dashboard	Applications Licences	(\$ Payme) ents Req	لی uests for Action	Managed Returns	Correspon	dences
Licences	*******	••••					
Q PS20				SEARCH		Advanced	Search
	Please click here	for the list of licen	ces you can vie	w via LicenceOne	••• [*]		
Licence Number	Licence Name 🍦	Licence Status 🌲	Issue Date 🔻	Expiry Date 🌲	Agency 🔶 🛛 A	ction	
PS20	Registration of Precious Stones and Precious Metals Dealers	Active	10 Oct 2019	09 Oct 2020	Ministry of Law	Action 🗸 end	θ
		Showing	1 of 1		🖍 Can	cel	

Step 2: Amendment Profile

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

Amend Licence	
134	67
SELECT AMENDMENT ADD PROVIDE Licence(S) Profile General Information Application Details	UPLOAD REVIEW & SUBMIT ACKNOWLEDGEMENT Supporting Document(S) Application (Payment If Applicable)
Ministry of Law	
Registration of Precious Stones and Precious Metals Dealers	
Type of Amendment	Fees & Supporting Documents (if required)
Registration of Precious Stones and Precious Metals Dealers	Details
Licence Number * PS20	
BACK NE	хт

- 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 in the management of the applicant and the ou applicable)	person holding an analogous position involved tlet manager/ person in-charge of the outlet (if
 2. For foreigners / foreign business entities, plepersons: The applicant Substantial shareholder Director Manager Partner Company Secretary Other person holding an analogous position in Employee managing the applicant's business of intermediary. 	ase provide the FIN/Passport of the following nvolved in the management of the applicant of regulated dealing or business as an
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.

1 SELECT Licence(s)	2 AMENDMENT Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(s)	6 REVIEW & SUBMIT) Application (Payment if applicable)	ACKNOWLEDGEME	ENT
Amend Existir	ng Licence						
Terms of Use							
 Agreement Access this : be deemed leave the W. In these Term means any I These Term been poster We may mo without liab 	services is governed to have accepted an ebsite. ms of Use, the word: body corporate estal s of Use may be char d on the Website will dify or discontinue a ility.	by the terms and condit d agreed to be legally bo s "we", "our" and "us" re blished by or under writt nged from time to time. constitute your agreem ny information or featur	ions as stated below ound by these Terms fer to the Governmer en law from time to to Changes will be post ent to the modified T res that form part of t	("Terms of Use"). By acc of Use. If you do not acc nt of Singapore and all S ime to perform or disch ed on this page. Your us erms of Use and all of ti the Website at any time.	essing and using the W cept any of these Term itatutory Boards. "Statu harge any public function is of the Website after the changes. with or without notice	/ebsite, you shall s of Use, please itory Board" on. changes have e to you, and	<
II. Access To the V 1. The accessit accessibility	Vebsite pility and operation of or uninterrupted op	of the Website relies on t eration of the Website.	echnologies which a	e not under our contro	I. We do not guarantee	continuous	~
By clicking on the c	heckbox, I agree to b	e bound by the Terms o	f 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 Please pro	, Name, Citizenship, Gender and Date Of Birth ceed to <i>Update User Profile</i> screen to edit th	are taken from User Profile for yo ese information where necessary	our convenience.
Salutation *		Designation	
Name*		Office Tel Number	
Citizenship*		Home Tel Number	
Gender*	O Male 🖲 Female	Fax Number	
Date Of Birth*		Mobile Number*	J ▼ +65
Primary Contact Mode*	O Office Tel Number	Email	
	O Home Tel Number	Alternative Email	
•		Tick if you prefer to receive status updates of licence application via SMS	
	Next > Save as Draft	Save as Draft & Exit	

Step 4: PROVIDE Application Details



• The Registration Profile cannot be amended.

SELECT Licence(s)	2 AMENDMENT Profile	ADD General Information	4 PROVIDE Application Details	UPLOAD Supporting Document(s)	6 REVIEW & SUBMIT Application (Payment if applicable)	7 ACKNOWLEDGEMENT
Amend Existin	g Licence					
Registration of P	recious Stones	s and Precious M	etals Dealers			
Registration Pro	ofile 👔					
UEN						
Licence Number						
Licence Start Date						
Licence End Date						

• 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			
Change of App	plicant Details		
Salutation *		Designation	
Name *		Office Tel Number	\ v
ID Type *	● NRIC O FIN O Passport	Home Tel Number	
ID Number*		Fax Number	
Citizenship*		Mobile Number*	↓▼ +65
Gender*	Male O Female	Email *	
Date Of Birth*		Alternative Email	
Primary Contact Mode*	O Office Tel Number		
	O Home Tel Number		
	Mobile Number		

• Tick <a>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 App	3. Change of Applicant Address			
Change of Applica	ant Address			
Address Type *	🖲 Local 🔿 Foreign			
Type of Premises*	· ·	Level	E.g. 05-01 Key in:05	
Postal Code*	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 <a>Change of Organisation Details> if you want to amend this section. If not checked, you cannot enter the change.

<u>Note</u>:

- <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 Orga	4. Change of Organisation Details		
Change of Organis	ation Details 🛛 🚱		
Organisation Name *			
UEN *			
Organisation Type *			
UEN of Former Company			

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



- <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 Organi Address Type*	isation Registered Address 💮			
Type of Premises *	×	Level	E.g. 05-01 Key in:05	
Postal Code*	Please enter your postal code and click "Retrieve Address"	Unit Number	E.g. 05-01 Key in:01	
Block/House Number *	v	Building Name		
Street Name*				

• Tick <a>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 Orga	6. Change of Organisation Operating Address (Primary outlet/ headquarter)				
Change of Organisation Operating Address (Primary outlet/ headquarter) Address Type* Local Foreign					
Type of Premises *	~	Level	E.g. 05-01 Key in:05		
Postal Code*	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 Contact Details> if you want to amend this section.
If not checked, you cannot enter the change.

7. Change of Organ	nisation Contact Details	
Change of Organisa	ation Contact Details	
Tel Number *	•	
Fax Number	T	
Business E-mail*		

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

8. Change of Mail	8. Change of Mailing Address				
Change of Mailing Address Address Type* CLocal Foreign					
Address Line1*		City			
Address Line2*		State			
Address Line3		Postal Code			
Address Line4		Country/Region*	~		
Address Line5					

• Tick <a>

Note: 6

- 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 3rd party company service provider'.

9. Add/Edit Direct	ors/ Managing Director	s/ Partner/ Compa	any Secretary / Owr	ner / Manager Details	
Add/Edit Directors	/ Managing Directors/ Partn	er/ Company Secreta	ry / Owner / Manager I	Details	
' Salutation*		\checkmark	Date of Birth		**
Citizenship		· 🕜	Whether proposed person is involved in any other	Yes ○ No	
Name	P	R	Precious Stones and Precious Metals business in		
NRIC/ Passport/ FIN No	S		details such as business name if		
Designation	2		If Yes. Provide details *	4	
2 Salutation*		*	Date of Birth		m
Citizenship		*	Whether proposed person is involved in any other	○ Yes ○ No	
Name			Precious Stones and Precious Metals business in		
NRIC/ Passport/ FIN No			Singapore (provide details such as business name if		
Designation			'res')* If Yes. Provide details		

• Tick <a>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 Co	mpliance Officer Details		
 Change of Compli Salutation * 	ance Officer Details	Name*	
Date of Birth*		ID Type *	○ NRIC ○ FIN ○ Passport
Email*	These contact details will be used as a means of	NRIC/ Passport/ FIN No*	
Citizenship*	receiving communications from the Registrar, e.g. Notifications	Mobile Tel Number*	These contact details will be used as a means of receiving communications from the Registrar, e.g.
Add			nounceuns

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



• 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)					
Substantial Shareho	olding Details (5% or more)				
If there are business entities in	the list of substantial shareholders, please provide the b	business entity(ies)'s directors, managers (and owners' full nar	me and nationality in Stage 4 of the
application form. You should pr	rovide a copy of the business entity(ies)'s Certification of	Registration and	its directors, managers a	and owners' NRIC/ I	Passport/ FIN in Stage 4 of this Application
Form.					
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 F	recious Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas
Change of Approved Preciou	is Stones and Precious Metals Dealers licence(s), or equivalent, obtained overseas
Do you have a Precious Stones Precious Metals Dealers licence equivalent, obtained overseas	and ® Yes ○ No ≥(s), or ★
Name of Country/Region*	~
Details of Licence Held*	
Licence Validity Period – From Date*	
Licence Validity Period – To Date *	
Other Remarks (if any)	
Add	

• Tick <a>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	nformation	
Change of Other Inform Change of Other Inform 1. Do you have a bank acc dealing?*	mation count in Singapore for the purpose of your business of regulated	⊛ Yes ○ No
2. Do you have credit card of regulated dealing?*	I/ charge card payment facilities for the purpose of your business	⊚ Yes ○ No
3. Has the following perso investigations or convicte offences): - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an - Employee managing the	ons (where applicable) ever been investigated, currently under ed in Singapore, or elsewhere for any offence (excluding parking analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	® Yes ○ No
intermediary?* If yes, please state particulars*		1
4. Has the following perso investigations or convicte as defined under section Laundering and Terrorism - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an - Employee managing the intermediary?*	ons (where applicable) ever been investigated, currently under ed of any money laundering or terrorism financing (ML/TF) offence 2 of the Precious Stones and Precious Metals (Prevention of Money a Financing) Act: analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	® Yes ○ No
lf yes, please state particulars*		1

 5. Has the following persons (where applicable) ever been a party to a lawsuit, as a plaintiff, O Yes O No 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?* 					
lf yes, please state particulars					
6. Has the following persor petition for any type of bar insolvency law: - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an a	ns (where applicable) ever been adjudicated bankrupt or filed a nkruptcy, insolvency or liquidation under any bankruptcy or analogous position involved in the management of the applicant	O Yes O No			
- Employee managing the a intermediary?*	applicant's business of regulated dealing or business as an				
lf yes, please state particulars					
7. Has the following person its or his right, to carry on registration or other author ML/TF risk or past breacher terrorism (AML/CFT) requi - The applicant - Substantial shareholder - Director - Manager - Partner - Company Secretary - Other person holding an - Employee managing the a intermediary?*	ns (where applicable) ever been refused the right, or restricted in any trade, business or profession for which a specific licence, orisation is required by law in any jurisdiction on grounds of es or anti-money laundering and countering the financing of rements: analogous position involved in the management of the applicant applicant's business of regulated dealing or business as an	O Yes O No			
lf yes, please state particulars					
8. Do you have any other p management of the applic commonly used positions	persons holding an analogous position involved in the cant, who is not in the list of directors and shareholders? e.g. may include the Chairman and CEO. •	O Yes O No O Not Applicable			
lf yes, please state particulars					
9. I have contacted and ch application form on the in form, you may want the k mentioned questions to er	ecked with every one of the key personnel listed in this formation above. [Note: If you are completing this application ey personnel to complete a self declaration form with the above nsure that the key personnel are aware. *	O Yes O No			
10. Please state all the rele include Secondhand Good	10. Please state all the relevant permits or licences that are relevant to the business, that you have obtained. Examples or 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 Pla	ce of business (where regulated dealing	as defined under se	ction 2 of the Precious Stones and
Precious Metals (Prevention of Money Laundering and Ter	rrorism Financing) Ad	ct, is conducted)
Place of business Laundering and Terro Note: Please provide physical place of bu	(where regulated dealing as defined under section wism Financing) Act, is conducted) e the following details of all the places of busi siness, please include details of your organise	on 2 of the Precious Ston ness where regulated o ation operating address	es and Precious Metals (Prevention of Money dealing is conducted. If you do not have a s.
Place of business*		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*		Contact Number	
Registration of (Mul	tiple) Outlet Managers for each outlet		
Name of outlet Manager/ person in-		ID Type*	○ NRIC ○ FIN ○ Passport
charge *		Date of Birth	
Contact number of outlet Manager/ person in-charge*		ldentification number of outlet Manager/ person in- charge *	
		Citizenship	~
Add			

Name of the outlet	Outlet Address		Contact Number		
N	6		+		12 1
Start Date of Additional Outlets *	C	m			
Name of outlet Manager/ person in-charge ID Type	DateOfBirth	ldentification number of outlet Manager/ person in-charge	Citizenship	Contact number of outlet Manager/ person in-charge	
					2 ×
Add					

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

- Tick <a>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>.

Г

 Select the option that applies to your business 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.* 	O No		
C 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 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

SELECT AMENDMENT Licence(s) Profile Gener	ADD PROVI ral Information Application	DE UPLOAD REV Details Supporting Document(s) (Payn	7 /IEW & SUBMIT ACKNOWLEDGEMENT Application nent if applicable)
Amend Existing Licence			
Registration of Precious Stones and	Precious Metals Dea	alers	
Document Name	Туре	Attachment	Action
 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) 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, prg Acceptable File Format: pdf, jpg, prg 	(()) Online upload		Upload
Foreign Business Registry Records Only applicable for foreign business entities Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD	2	Upload
Others Any other documents Acceptable File Format: pdf, xbs, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD	2	Upload
< Previou	s Next > Save	e 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.

	formation Review		
Filer's Particulars Salutation Name Office Tel Number Designation Name Office Tel Number Date of Birch Mobile Number Date of Birch Mobile Number Ccareation Ccare		•	
Filer's Particulars Salutation Designation Name Office Tel Number Citizenship Home Tel Number Bender Fax Number Date Of Birth Mobile Number Careation Comment of Birth Careation Comment of Birth Senders that all the information given is this application form is true and correct. Image that in any logical proceedings, i shull not dispute the sutherticity or accuracy of any statements, confirmations, records, achnowledgements, it formation neorede in or produced is this application. Agreestation of Precious Stones and Precious Metals Dealers Image: Comment of the sutherticity or accuracy of any statements, confirmations, records, achnowledgements, it formation given is this application form is true and correct. 1. Idekine that all the information given is this application form is true and correct. 1. Idekine that is the suther true or produced is the supplication. Cargistration of Precious Stones and Precious Metals Dealers. 1. Idekine that all the information given is this application form is true and correct. 1. Idekine that all the information given is this application form is true and correct. 1. Idekine that all the information given is the application. 1. Idekine that is the information given is the application. </th <th></th> <th></th> <th></th>			
Filer's Particulars Salutation Designation Name Office Tel Number Dition Tel Number Dition Tel Number Date Of Birth Home Tel Number Date Of Birth Mobile Number Ccaration Ccaration Ccaration Caration C			^
Salutation Designation Office Tel Number Discontinue office Tel Number Discontinue office Tel Number Discontinue office Tel Number Discontinue of Birth Home Tel Number Discontinue of Birth Mobile Number Discontinue of Birth Mobile Number Claration Claratio	Filer's Particul	ars	'T'
Name Office Tel Number Citizenship Home Tel Number Gender Fax Number Date Of Birth Mobile Number Caraction Claraction	Salutation	Designation	t i
Litizenship Home Tel Number Gender Fax Number Date Of Birth Mobile Number Date Of Birth Mobile Number Claration Cla	Name	Office Tel Number	
Gender Fax Number Date Of Birth Mobile Number Caraction Caraction Caractio	Citizenship	Home Tel Number	
	Gender	Fax Number	
	Date Of Birth	Mobile Number	~
Registration of Precious Stones and Precious Metals Dealers I. 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 are 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 legistrate of the granted to me if the registration fees is non-refundable. I are aware that my registration would not be granted to me if the registration fees is non-refundable. I are aware that my registration in-principle-approval granted to me if the registration fees paid is non-refundable. I are aware that my registration in principle approval granted to me if the registration fees paid is non-refundable. I are aware that my registration in the distance from it the application fees not paid. I are aware that my registration in the distance from it the registration fees readements confirmations.	I declare that all t I am aware that is I agree that in an acknowledgemen	e information given in this application form is true and correct. gal action may be taken against me if I had knowingly provided faise information. legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, is, information recorded in or produced in this application.	
 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 arm 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 if the application fees and registration fees in 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 may registration would not be granted to me if the registration fees is non-refundable. I am aware that my registration notification for the granted to me if the registration fees is non-refundable. I am aware that my registration would not be granted to me if the registration fees not paid. 	Registration of P	ecious Stones and Precious Metals Dealers	
THE WE CARE THE REPORT OF THE	 I declare that I ha I declare that all t I am aware that I All information gl or misleading, th fee is non-refund I agree that the r receiving a notific I am aware that n I agree that not 	w the authority to represent the applicant. The information given in this application form is true and correct. gal action may be taken against me/ the applicant if I had knowingly provided false information. The in this application form are correct and true. I understand that if the information given are found to be false registration granted may be cancelled or suspended. Lake understand that the application fee and registration take. gistration in-principle-approval granted to me will lapse if I fail to pay my registration fees within 30 days after ation from the Registrar of Regulated Dealer. Lake agree that the application fees within 30 days after ation from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable. by registration would not be granted to me will registration fee is not paid.	
		Previous Submit	

Step 7: ACKNOWLEDGEMENT

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



- 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.

	2	3	4	5	6	
Licence(s)	Profile	General Information	Application Details	Supporting Document	(s) Application (Payment if applicable)	ACKNOWLEDGEMENT
Amend Existin	g Licence					
Subm You will	itted succes be notified of th	s fully: 1 appl i e approval of your	cation(s) application via S	MS/Email.		•
Ministry of Law						
Registration of	of Precious Sto	nes and Preciou	is Metals Deale	ers		
Application Numbe	er U		Applica	tion Status	Submitted (No Upfront Required)	Payment
Submission Number	er B		Paymer	nt Status	STAGE1 : N.A	
Submission Name			·		STAGE2 : PENDING	E
View your Applications :	and Status					
NOTE						
Application has been su under the Application S	bmitted successfully tatus Column.	. You will be notified of	the approval of your	application by email/	ísms. Processing status v	vill also be updated
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.						
		Р		E		

- 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'.

Ministry of Law		
Registration of P	recious Stones and Pre	ecious Metals Dealers
Application Number		Submission Date
Application Type	Amend	Company
Application Status	Approved	
Applicant		Created Date
Filer		Submission Name
Business Operating Address		Remarks

- 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 inprinciple approval notification via email.
- Application Status shows as 'Approved but Pending Payment'.

Ministry of Law		
Registration of P	recious Stones and Pre	ecious Metals Dealers
Application Number		Submission Date
Application Type	Amend	Company
Application Status	Approved but Pending Pay	ment
Applicant		Created Date
Filer		Submission Name
Business Operating Address		Remarks

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

LicenceOne	A A Within thi	s Website
A HOME	LICENSED ENTITIES SFA	/ NPARKS / AVS LICENCES DOGIN
ABC 123 Keywords	Government Agencies	Business Intent
Search Licence by Keywords e.g. Food court, Pet shop, NEA, etc.		Search

• Select <For Business Users>.

via	via	(a) via
		Login ID
For Business	For Individual	Login für farmgners without SingPasa
licers	licere	Your Email
USEIS		or Your Pasaword
Logic with Signature 5	Logic with Standard	By clicking on the login button, you agree to the Terms of Use.
Log in with Singpass >	Log in with Singpass >	Landa X

- 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 (PS20xxxxxxxxx) that you wish to cancel.
- You may also key in the licence number (PS20xxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Cancel>.

🏫 номе 🗎	MY PORTFOLIO	LICENCE APPLICA	TION 🕵 LI	CENSED EI	NTITIES		A A
一 Dashboard	Applications	Licences	(\$) Payment	s Re	စ် equests for Action	Managed Returns	Correspondences
Licences							
Q P520					SEARCH		Advanced Search
	PI	lease click here for th	he list of licences	s you can v	iew via LicenceOne.		
Licence Number	Licence Name 🍦		Licence Status 🍦	lssue Date 🔻	Expiry Date 🍦	Agency Act	ion
PS20	Registration of Preciou Precious Metals Dealer	s Stones and 's	Active	10 Oct 2019	09 Oct 2020	Ministry of Law	iction 🗸 🗗
Showing 1 of 1							

Step 2: CANCEL Profile

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

Cancel Licen	ce								
1	2		4	5	6	7			
SELECT Licence(S)	CANCEL Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(S)	REVIEW & SUBMIT Application (Payment If Applicable)	ACKNOWLEDGEMENT			
Ministry of Law									
Registration of	Precious Ston	es and Precious N	letals Dealers						
Application Type				Fees & Sup	porting Documents (if required)			
 Registration of 	Precious Stones	and Precious Metals D	ealers	Details					
Licence Number* PS20									
			BACK NE	хт					

Step 3: ADD General Information

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

SELECT CL Licence(s) P	2 NCEL ADD General Information	4 PROVIDE Application Details	UPLOAD Supporting Document(s)	6 REVIEW & SUBMIT Application (Payment if applicable)	7 ACKNOWLEDGEMENT
Cancel Existing Lice	ence				
Terms of Use					
 Agreement Access this services is be deemed to have a leave the Website. In these Terms of Use means any body corp These Terms of Use r been posted on the V We may modify or di without liability. 	s governed by the terms and condi ccepted and agreed to be legally b e, the words "we", "our" and "us" re porate established by or under wri nay be changed from time to time Vebsite will constitute your agreen scontinue any information or featu	itions as stated below (oound by these Terms of ten to the Governmen tten law from time to t . Changes will be poste nent to the modified To ares that form part of t	("Terms of Use"). By acc of Use. If you do not acc it of Singapore and all S ime to perform or disch ed on this page. Your us erms of Use and all of th the Website at any time,	essing and using the W cept any of these Terms itatutory Boards. "Statu arge any public function e of the Website after of he changes. with or without notice	/ebsite, you shall s of Use, please itory Board" yn. changes have t o you, and
 Access To the Website The accessibility and	operation of the Website relies on errupted operation of the Website.	technologies which ar	e not under our control	l. We do not guarantee	continuous 🗸
By clicking on the checkbox,	l agree to be bound by the Terms	of Use. Save as Draft Sa	ave 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.

SELECT Licence(s)	2 CANCEL Profile	ADD General Information	4 PROVIDE Application Details	UPLOAD Supporting Document(s)	6 REVIEW & SUBMIT Application (Payment if applicable)	ACKNOWLEDGEMENT
Cancel Existing	Licence					
Registration of Pr	ecious Stones	s and Precious M	etals Dealers			
Registration Prof	ĩle			****		
UEN						
Licence Number						
Licence Start Date						
Licence End Date						
Reason For Cancel	lation					
Reason For Cancellation *						
Effective Date of Cancellation *	(דריזיאותסס		()			
	< Pr	revious Proceed	Save as Draft	t Save as Draft & E	xit	

Step 5: UPLOAD Supporting Documents

• Click <Next>.

Note: 😱

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

SELECT Licence(s)	CANCEL Profile	ADD General Information	4 PROVIDE Application Details	5 UPLOAD Supporting Document(s)	6 REVIEW & SUBMIT Application (Payment if applicable)	7 ACKNOWLEDGEMENT					
Cancel Existing	g Licence										
Registration of Pr	Registration of Precious Stones and Precious Metals Dealers										
No supporting document re	No supporting document required for online application submission. Agencies may contact applicant if any supporting documents are needed subsequently										
	Previous Next Save as Draft Save as Draft										

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>.

SELECT Licence(s)	CANCEL Profile	3 ADD General Information	4 PROVIDE Application Details	UPLOAD UPDOAD	6 REVIEW & SUBMIT Application (Payment if applicable	ACKNOWLEDGEM
ncel Existin	g Licence					
rmation Revi	ew					
						🖨 Ć
Filer's Parti	culars					
Salutation			Designation			
Name			Office Tel N	umber		
ID Type			Home Tel N	umber		
ID Number			Fax Number	,		
Citizenship			Mobile Num	iber		
eclaration	laration					
1. I declare ti I am awarn I agree tha acknowled	laration hat all the information give a that legal action may be t it in any legal proceedings, gements, information reco	n in this application form aken against me if I had k I shall not dispute the au rded in or produced in th	is true and correct. nowingly provided false inf thenticity or accuracy of any his application.	ormation. y statements, confirm	nations, records,	V
Registration	of Precious Ston	es and Precious	Metals Dealers			
 I declare the against me understan understan granted to that in any acknowled 	hat all the information give if I had knowingly provide d that if the information gi me may be terminated. I a r legal proceedings, I shall I igements, information reco	n in this application form d false information. All in ven are found to be false ilso understand that the iot dispute the authentici rded in or produced in th	is true and correct. I am aw formation given in this app or misleading, the precious XX application fee for the r ty or accuracy of any staten his application.	are that legal action lication form are cor stones and metals o egistration is non-rei nents, confirmations,	may be taken rect and true. I lealers' registration fundable. I agree records,	N
			Previous Sub	mit		

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	2	3	4	5	6	7
SELECT Licence(s)	CANCEL Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Docu	REVIEW & SUBMIT ment(s) Application (Payment if applicable)	ACKNOWLEDGEMENT
Cancel Existing	Licence					
Submit	ted succes e notified of th	sfully: 1 appli e approval of your	cation(s) application via SI	MS/Email.		•
Ministry of Law						
Registration of	Precious Sto	nes and Preciou	is Metals Deale	rs		
Application Number	Т		Applicat	ion Status	Submitted (No Upfront	Payment
Submission Number	В				Required)	
Submission Date			Paymen	t Status	STAGE1 : N.A STAGE2 : N.A	
Submission Name	В					
View your Applications an	nd Status					
NOTE						
Application has been sub under the Application Sta	mitted successfull tus Column.	y. You will be notified o	f the approval of you	r application by	email/sms. Processing status	will also be updated
Please note that the "Sub	mission Name" is	for your personal refer	ence only.			
You may retrieve your sul	bmission and app	lication details by clicki	ng on the "Application	s" tab in the "M	y Portfolio" menu.	
			PRINT CLO	SE		

9 Renew Expiring Licence

9.1 For Class 1/2/3 Registered Dealers

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

LicenceOne	A A Within thi	Singapore Government Integrity - Service - Excellence Contact Us Feedback Sitemap s Website Verse Search by Keywords
A HOME	LICENSED ENTITIES SFA	/ NPARKS / AVS LICENCES DOGIN
ABC 123 Keywords	Government Agencies	Business Intent
Search Licence by Keywords e.g. Food court, Pet shop, NEA, etc.		Search

• Select <For Business Users>.

via	via	(A) via
		Login ID
For Business	For Individual	Login for foreigners without SingPass
Licore	1 Usars	Your Email
Users	Users	Your Password
Log in with Singapore >	Log in with Singnage >	By clicking on the login button, you agree to the Terms of Use.
Log in with Singpass >	Log in with Singpass >	Login >

- 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 (PS20xxxxxxxxx) that you wish to renew.
- You may also key in the licence number (PS20xxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Renew>.

Т НОМЬ	MY PORTFOLIO	CENCE APPLICATION	LICENSE	D'ENTITIES 🛶 SI	FA / NPARKS / AVS LICE	NCES 🐥 🎽
~~~ *		R	\$	٢		
Dashboard	Applications	Licences	Payments	Requests for Act	ion Managed Return	s Correspondences
Licences	•••					
Agency Nar	me, Licence Name, Licen	ce Number			SEARCH	Advanced Search
*	Please	click <b>here</b> for the li	st of licences you	ı can view via Licen	ceOne.	
Licence Number	Licence Name $\frac{\mathbb{A}}{\mathbb{V}}$	Licen Statu	ce Issu s  Date	e Expiry e Date 🍦	Agency	tion
29	Registration of Precious St Precious Metals Dealers	ones and Act	ive		Ministry of Law	Action 🗸 🖨
			Showing 1 of 1		📄 Cane 🌮 Ren	rel evv

## Step 2: RENEW Profile

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

Renew Licence	ce								
1	2	3	4	5	6	7			
SELECT Licence(S)	RENEW Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(S)	REVIEW & SUBMIT Application (Payment If Applicable)	ACKNOWLEDGEMENT			
Ministry of Law									
Registration of I	Precious St	ones and Preciou	ıs Metals Dea	ers					
Application Type				Fees & Su	pporting Documents	(if required)			
$\odot$ Registration of	Precious Ston	es and Precious Meta	als Dealers	Detail	s				
Licence Number* PS20									
BACK									

### **Step 3: ADD General Information**

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

SELECT Licence(s)	2 RENEW Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(s	REVIEW & SUBMIT ) Application (Payment if applicable)	ACKNOWLEDGEMENT
Renew Expiring	g Licence					
Terms of Use						
<ol> <li>Agreement         <ol> <li>Access this se be deemed to leave the Web</li> <li>In these Term means any bo</li> <li>These Terms of been posted of</li> <li>We may modi without liability</li> </ol> </li> </ol>	rvices is governed have accepted an isite. s of Use, the word dy corporate esta of Use may be cha on the Website will fy or discontinue a ty.	by the terms and conditi d agreed to be legally bo s "we", "our" and "us" ref blished by or under writt nged from time to time. I constitute your agreeme any information or featur	ions as stated below sund by these Terms fer to the Governmer en law from time to t Changes will be poste ent to the modified T res that form part of t	("Terms of Use"). By acc of Use. If you do not ac at of Singapore and all 9 ime to perform or disci ed on this page. Your us erms of Use and all of t the Website at any time	essing and using the W cept any of these Term Statutory Boards. "Statu harge any public functions of the Website after the changes. , with or without notice	Vebsite, you shall s of Use, please utory Board" on. changes have e to you, and
II. Access To the We 1. The accessibil accessibility o	ebsite ity and operation of r uninterrupted op	of the Website relies on t peration of the Website.	echnologies which ar	e not under our contro	I. We do not guarantee	continuous
☑ By clicking on the che	eckbox, I agree to l	Next	f Use. Save as Draft	Save as Draft & Exit	I	

- 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 Please pro	n, Name, Citizenship, Gender and Date Of Birth sceed to <i>Update User Profile</i> screen to edit th	are taken from User Profile for your ese information where necessary.	convenience.
Salutation *	Y	Designation	
Name*		Office Tel Number	-
Citizenship*	$\checkmark$	Home Tel Number	•
Gender *	O Male ⊕ Female	Fax Number	-
Date Of Birth*	<b>*</b>	Mobile Number*	▼ +65
Primary Contact	O Office Tel Number	Email	
	O Home Tel Number	Alternative Email	
•	Implie Number	Tick if you prefer to receive status updates of licence application via \$MS	2
	Next > Save as Draft	Save as Draft & Exit	

GoBusiness Licensing Guide for Regulated Dealers Updated by the Ministry of Law

## Step 4: PROVIDE Application Details

• Update the Application Details as necessary.

SELECT Licence(s)	RENEW ADD Profile General Information Ap	PROVIDE UPLOAD oplication Details Supporting Docu	REVIEW & SUBMIT ACKNOWLEDGEMENT iment(s) Application (Payment if applicable)
enew Expirin	g Licence		
gistration of P	recious Stones and Precious Meta	ls Dealers (MINLAW)	
1. Registration F	Profile		
JEN			
Licence Number			
icence Start Date.			
Licence End Date			
lutation*		Designation *	~
me*		Office Tel Number	
Type *	● NRIC ○ FIN ○ Passport	Home Tel Number	
.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
Number*		Fax Number	
Number*		Fax Number Mobile Tel Number*	
Number* ssport Issuing untry/Region		Fax Number Mobile Tel Number* Email*	
Number * ssport Issuing untry/Region	EN V	Fax Number Mobile Tel Number* Email*	These contact details will be used as a means of receiving communications from the Registrar, e.g. clarifications for application matters and notifications.
Number* ssport Issuing untry/Region izenship* nder*	EN V	Fax Number Mobile Tel Number* Email* Alternative Email	These contact details will be used as a means of receiving communications from the Registrar, e.g. clarifications for application matters and notifications.
Number* ssport Issuing untry/Region izenship* nder* te of Birth	· · · · · · · · · · · · · · · · · · ·	Fax Number Mobile Tel Number* Email* Alternative Email	These contact details will be used as a means of receiving communications from the Registrar, e.g. clarifications for application matters and notifications.
Number* ssport Issuing untry/Region izenship* nder* te of Birth mary Contact	<ul> <li>Male  Female </li> <li>Home Tel Number</li> </ul>	Fax Number Mobile Tel Number* Email* Alternative Email	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 t						
Address Type *	Iocal O Foreign					
Type of Premises *	✓	Level				
			E.g. 05-01 Key in:05			
Postal Code*	Retrieve Address Please enter your postal code and click "Retrieve	Unit Number				
	Address"		E.g. 05-01 Key in:01			
Block/House Number	~	Building Name				
Street Name*						
4. Organisation D	4. Organisation Details					
Organisation Name*						
UEN*						
Organisation Type *						
UEN of Former Company						
1						
- 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.

5. Organisation Reg	istered Address		
Address Type *	Local      Foreign		
Type of Premises*		Level	
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 *			
6. Organisation Ope	rating Address		
Address Type *	● Local 〇 Foreign		
Type of Premises*		Level	F. a. (15-01 Key in (15
Postal Code *	Retrieve Address Please enter your postal code and click "Retrieve Address"	Unit Number	E.g. 05-01 Key in:01
Block/House Numbe <del>r *</del>		Building Name	
Street Name*			

- 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.

7. Organisation Conta	act Details		
Tel Number*	<b>•</b>		
Fax Number	• •		
Business Email *			
8. Mailing Address			
Organisation Operating Address	Сору	Street Name*	
Organisation Registered Address	¹ € Copy	Level	
Address Type *	◉ Local   ○ Foreign	Unit Number	E.g. 05-01 Key in:05
Type of Premises*	· · · · ·		E.g. 05-01 Key in:01
Postal Code*	Retrieve Address	Building Name	
	Please enter your postal code and click "Retrieve Address".		
Block / House Number	×		
	Next > Save as Draf	ft Save as Draft & 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 3rd party company service provider'.

9. Add/Edit Directo	ors/ Managing Directors/ Pa	artner/ Company Secretary / Owr	ner / Manager Details
1			
Salutation*	~	Date of Birth	
Citizenship	~	Whether proposed person is involved in any other	⊖ Yes ® No
Name		Precious Stones and Precious Metals business in	
NRIC/ Passport/ FIN No		Singapore (provide details such as business name if	
Designation		'Yes')*	
		If Yes. Provide details	
2 Salutation*	~	Date of Birth	
Citizenship	~	Whether proposed person is involved in any other	O Yes ® No
Name		Precious Stones and Precious Metals business in	
NRIC/ Passport/ FIN No		Singapore (provide details such as business name if	
Designation		'Yes')*	
		lf Yes. Provide details	

- Update the Compliance Officer Details and Substantial Shareholding Details as necessary. Click <Add>.
- Click dif 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.

Salutation*			~	Nam	e*		
Date of Birth*				ID Ty	pe*	O NRIC O FIN	O Passport
Email *	These co	ntact details will be use	ed as a means of	NRIC No*	/ Passport/ FIN		
	receiving Notificati	communications from	the Registrar, e.g.	Mobi	le Tel Number*	<b>V</b>	
Citizenship*			~			These contact details w receiving communicatio Notifications	ill be used as a means of ons from the Registrar, e.g.
Add							
		Date Of	NRIC/ Passport/		10.7	Mobile Tel	

• 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.

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

- 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.

o you have a Precious recious Metals Dealers quivalent, obtained ov	Stones and O Yes  No Licence(s), or erseas*	
3. Other Informati	חכ	
. Do you have a bank a ealing? *	ccount in Singapore for the purpose of your business of regulated 🔹 🛞 Yes 🔿 No	
. Do you have credit ca f regulated dealing?*	rd/ charge card payment facilities for the purpose of your business <ul> <li>Yes</li> <li>No</li> </ul>	
Has the following per vestigations or convic	sons (where applicable) ever been investigated, currently under ted in Singapore, or elsewhere for any offence (excluding parking	
ifences): The applicant Substantial sharehold	er	
Director		
Manager		
Manager Partner Company Secretary Other person holding t Employee managing th Itermediary? <b>*</b>	in analogous position involved in the management of the applicant e applicant's business of regulated dealing or business as an	
Manager Partner Company.Secretary Other person holding a Employee managing th itermediary? * yes, please state articulars *	n analogous position involved in the management of the applicant ; for a policant ; for a policant's business of regulated dealing or business as an	
Manager Partner Company Secretary Other person holding a Employee managing th itermediary? * Yes, please state articulars *	na analogous position involved in the management of the applicant ; for a policant's business of regulated dealing or business as an	1,
Manager Partner Company Secretary Other person holding : Employee managing th atermediary? * yes, please state articulars * Has the following per ivestigations or convic s defined under section	In analogous position involved in the management of the applicant : e applicant's business of regulated dealing or business as an na sons (where applicable) ever been investigated, currently under ted of any money laundering or terrorism financing (ML/TF) offence 1 2 of the Precious Stones and Precious Metals (Prevention of	1.
Manager Partner Company Secretary Other person holding a Employee managing th itermediary? * 'yes, please state articulars * . Has the following per ivestigations or convice s defined under section (pney Laundering and The applicant	na analogous position involved in the management of the applicant () e applicant's business of regulated dealing or business as an na sons (where applicable) ever been investigated, currently under ted of any money laundering or terrorism financing (ML/TF) offence 0 2 of the Precious Stones and Precious Metals (Prevention of Ferrorism Financing) Act:	1.
Manager Partner Company Secretary Other person holding a Employee managing the itermediary? * Yes, please state articulars * Has the following per ivestigations or convic solutions or convic loney Laundering and the applicant	na analogous position involved in the management of the applicant () e applicant's business of regulated dealing or business as an na sons (where applicable) ever been investigated, currently under ted of any money laundering or terrorism financing (ML/TF) offence 1 2 of the Precious Stones and Precious Metals (Prevention of Ferrorism Financing) Act:	li
Manager Partner Company Secretary Other person holding i Employee managing the termediary? * Lyes, please state articulars * Has the following per vestigations or convic s defined under section loney Laundering and The applicant the applicant Substantial sharehold Director Manager Partner	na analogous position involved in the management of the applicant is for explicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or terrorism financing (ML/TF) offence is Yes is No is a 2 of the Precious Stones and Precious Metals (Prevention of Terrorism Financing) Act:	li
Manager Partner Company Secretary Other person holding : Employee managing the attrmediary?* yes, please state articulars* Has the following per ivestigations or convic s defined under section oney Laundering of the applicant Director Vanager Partner Company Secretary Other person holding a Employee managing the termediary?*	In analogous position involved in the management of the applicant : a applicant's business of regulated dealing or business as an na sons (where applicable) ever been investigated, currently under ted of any money laundering or terrorism financing (ML/TF) offence 1 2 of the Precious Stones and Precious Metals (Prevention of Terrorism Financing) Act: rr in analogous position involved in the management of the applicant : e applicant's business of regulated dealing or business as an	li
Manager Partner Company Secretary Other person holding : Employee managing the netermediary? * 'yes, please state articulars * . Has the following per vestigations or convic s defined under section loney Laundering of Substantial shareholded Director Manager Partner Company Secretary Other person holding a Employee managing the termediary? *	In analogous position involved in the management of the applicant is business of regulated dealing or business as an in analogous position involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business of regulated dealing or business as an involved in the management of the applicant is business as an involved in the management of the applicant is business as an involved in the management of the applicant is business as an involved in the management of the applicant is business as an involved in the management of the applicant is business as an involved in the management of the applicant is business as an involved in the	1

5. Has the following persons (where applicable) ever been a party to a lawsuit, as a plaintiff, defendant arbitrator, or claimant? I away its include but are not limited to the following:	
negligence matters, contract matters, debt matters and bankruptcies. Please include ongoing lawsuits e point of registration application. The applicant e point of registration application. - 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?*	O Yes O 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	O Yes O No
- Employee managing the applicant's business of regulated dealing or business as an	
intermediary? *	
it yes, please state	
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/CF) requirements: The applicant 1	U 183 U NO
Substantial shareholder     Oriector     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?*	:
<ul> <li>Substantial shareholder</li> <li>Director</li> <li>Manager</li> <li>Partner</li> <li>Company Secretary</li> <li>Other person holding an analogous position involved in the management of the applicant</li> <li>Employee managing the applicant's business of regulated dealing or business as an intermediary?</li> </ul>	:
Substantial shareholder     Oriector     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?	:
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	:
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 O No O Not Applicable
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      &. 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.*      If yes, please state	• Yes O No O Not Applicable
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      &. 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.*      If yes, please state     particulars	• Yes O No O Not Applicable
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.*      If yes, please state     particulars	• Yes O No O Not Applicable
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.*      If yes, please state     particulars	• Yes O No O Not Applicable
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.*      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.*	O Yes       No       Not Applicable
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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence. Kimberley Process Licence Remittance Licence	O Yes       No       Not Applicable         O Yes       No         O Yes       No
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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence	O Yes       No       Not Applicable         O Yes       No       Not Applicable
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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.	O Yes       No       Not Applicable         O Yes       No       Not Applicable
Substantial shareholder     Director     Manager     Partner     Company Secretary     Other person holding an analogous position involved in the management of the applicant     timployee 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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.	O Yes       No       Not Applicable         O Yes       No         O Yes       No         Invariant of the state of the
Substantial shareholder     Director     Manager     Partner     Company Secretary     Other person holding an analogous position involved in the management of the applicant     timployee 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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.	O Yes       No       Not Applicable         O Yes       No         O Yes       No         Invariant of the state of the
Substantial shareholder     Director     Manager     Partner     Company Secretary     Other person holding an analogous position involved in the management of the applicant     tmployee 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.*      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.*      10. Please state all the relevant permits or licences that are relevant to the business, that y     include Secondhand Goods Dealer Licence, Kimberley Process Licence, Remittance Licence.	O Yes       No       Not Applicable         O Yes       No         O Yes       No         Invariant of the state of the

- 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.

loto: Dioace provid	the following detail	of all the places	of huginoss where results	tod dopling is con	ducted Human	lo pot hours -
hysical place of bu	siness, please include	e details of your or	rganisation operating add	dress.	lauctea. Il you c	io not nave a
lace of business *	Tampines Mall		Level	E.g. 05-01 Key in:0:	5	
ostal Code*	520456 Retr Please enter your postal cod Address"	ieve Address ie and click "Retrieve	Unit Number	E.g. 05-01 Key in:0	1	0
lock/House	456	~	Building Name			
treet Name*	TAMPINES STREET 42		Contact Number	<b>•</b>		
Registration of (Mul	tiple) Outlet Manager	s for each outlet	ID Type*	O NRIC O F	IN   Passport	
1anager/ person in- harge *			Date of Birth*			<b>#</b>
ontact number of utlet Manager/ erson in-charge*	← +6556006500		Identification number of outlet Manager/ person charge*	S1111111A		
			Citizenship	Please Select	×	
Add						
			ldentification number of outlet Manager/		Contact numb of outlet Manager/ person in- charge	er
Name of outlet Manager/ person in- charge	ID Type	DateOfBirth	person in- charge Cit	tizenship	charge	
Name of outlet Manager/ person in- charge	ID Type	DateOfBirth	person in- charge Cit records available	tizenship	charge	
Name of outlet Manager/ person in- charge Add	ID Type	DateOfBirth No	records available	tizenship	charge	
Name of outlet Manager/ person in- charge Add	ID Type	DateOfBirth No	person in- charge Cir records available	tizenship ontact Number	charge	

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<u>https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx</u>) 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	<b>Registration Fees</b>	Duration
Class A	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
Class 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:

<b>Precious Stones</b> ( <i>diamond, sapphire,</i> <i>ruby, emerald, jade</i> ( <i>including nephrite</i> <i>and jadeite</i> ) <i>and pearl</i> ) include loose stones, which are not affixed to a finished product and do not fall under the definition of precious products.	<b>Precious Metals</b> (gold, silver, platinum, iridium, osmium, palladium, rhodium, ruthenium) 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.
<ul> <li>Precious products include t</li> <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> </ul>	<ul> <li>he following types of finished products:</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

● Yes ○ No

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.*

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
(a) No. 1 do Not deal in precious metals
(f) Osmium
(g) Palladium
(h) Rhodium
(i) Ruthenium
<ul> <li>(j) An alloy with at least 2% of weight in any of the above metals</li> </ul>
(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
() (a) Watch with precious metals or stopes
(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
L) (D) Yes, Please specify:
Yes, Please specify:

<ol> <li>Which of the following best describes your business activity</li> </ol>	2) Whic	h 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

(I) 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
<ul> <li>(d) Exchange or provider of trading or clearing facility</li> </ul>
(e) Manufacturing
(f) Online platform
(g) Production (including mining, sorting and valuing)
(h) Retailing
(i) Secondhand goods dealing
<ul> <li>(j) Wholesale or distribution</li> </ul>
(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

SELECT RENEW Licence(s) Profile Genera	3 ADD PROVIDE al Information Application Details	UPLOAD F Supporting Document(s)	REVIEW & SUBMIT ACKNOWLEDGEMENT Application yment if applicable)
Renew Expiring Licence			
Registration of Precious Stones and F	Precious Metals Dealers		
Document Name	Туре	Attachment	Action
<ol> <li>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)</li> <li>For foreigners / foreign business entities, please provide the FIN/Passport of the following persons:</li> <li>The applicant</li> <li>Substantial shareholder</li> <li>Director</li> <li>Manager</li> <li>Partner</li> <li>Company Secretary</li> <li>Other person holding an analogous position involved in the management of the applicant's business of regulated dealing or business as an intermediary.</li> <li>acceptable file format: Please name your file in the following manner: NRIC/FIN/PASSPORT NUMBER.pdf Acceptable File Size: maximum: 2 MB</li> </ol>	)) ONLINE UPLOAD		Upload
Foreign Business Registry Records Only applicable for foreign business entities Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		Upload
Others Any other documents Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		Upload
Previo	us Next > Save as Di	raft Save as Draft & Ex	it

## 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.

formation Review		
	-	·····
Elizate Descient		^
Filer's Particul	rs	<u>۳</u>
Salutation	Designation	+
Name	Office Tel Number	
Citizenship	Home Tel Number	
Gender	Fax Number	
Date Of Birth	Mobile Number	~
1. I declare that all th I am aware that le I agree that in any acknowledgemen	e information given in this application form is true and correct. al action may be taken against me if I had knowingly provided false information. iegal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, s, information recorded in or produced in this application.	
Registration of Pr	cious Stones and Precious Metals Dealers	
<ol> <li>I declare that I have I declare that all the All information giv or misleading, the fee is non-refunda I agree that the re- neceiving a notific. I am aware that m I agree that in any acknowledgement</li> </ol>	I the authority to represent the applicant. #information given in this application form is true and correct. all action may be taken against me/ the applicant if I had knowingly provided false information. In in this application form are correct and true. I understand that if the information given are found to be false registration granted may be cancelled or suspended. I also understand that the application fee and registration size is principle approval granted to me will lapse if I fail to pay my registration fees within 30 days after tion from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable. registration would not be granted to me if the registration fee is not paid. legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, a, 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 Pre	cious Stones and Precious N	Netals Dealers	
Application Number	R	Application Status	Submitted (No Upfront Payment Required)
Submission Number	D 24/05/2022 16:01:14	Payment Status	STAGE1 : N.A STAGE2 : PENDING
Submission Name	В		

#### 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.

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

LicenceOne	A A Within thi	s Website  Search by Keywords
	💼 LICENSED ENTITIES 🛛 🗘 SFA	A / NPARKS / AVS LICENCES DOGIN
(123) Keywords	Government Agencies	Business Intent
Search Licence by Keywords		Search

## • Select <For Business Users>.

via	via	via via
		Login ID
For Business	For Individual	Login for fareigners without SingPass
Users	Users	Your Email
Cocro		or Your Password
Log in with Singnary >	Log in with Singnass S	By clicking on the login button, you agree to the Terms of Use.
Log in with Singpass >	Log in with Singpass >	Lotin X

- 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 (PS20xxxxxxxxx) that you wish to renew.
- You may also key in the licence number (PS20xxxxxxxx) in the box, click <Search>. Or, you may look up the licence under Licence Number.
- Click <Action>.
- Select <Renew>.

Т НОМЬ	MY PORTFOLIO	CENCE APPLICATION	LICENSE	D'ENTITIES 🛶 SI	FA / NPARKS / AVS LICE	NCES 🐥 🎽
~~~ *		R	\$	٢		
Dashboard	Applications	Licences	Payments	Requests for Act	ion Managed Return	s Correspondences
Licences	•••					
Agency Nar	me, Licence Name, Licen	ce Number			SEARCH	Advanced Search
*	Please	click here for the li	st of licences you	ı can view via Licen	ceOne.	
Licence Number	Licence Name $\frac{\mathbb{A}}{\mathbb{V}}$	Licen Statu	ce Issu s Date	e Expiry e Date 🍦	Agency	tion
29	Registration of Precious St Precious Metals Dealers	ones and Act	ive		Ministry of Law	Action 🗸 🖨
			Showing 1 of 1		📄 Cane 🌮 Ren	rel evv

Step 2: RENEW Profile

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

Renew Licen	ce					
1	2	3	4	5	6	7
SELECT Licence(S)	RENEW Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(S)	REVIEW & SUBMIT Application (Payment If Applicable)	ACKNOWLEDGEMENT
Ministry of Law						
Registration of	Precious St	ones and Preciou	is Metals Dea	lers		
Application Type				Fees & Su	oporting Documents	(if required)
Registration of	Precious Ston	es and Precious Meta	als Dealers	Detail	s	
Licence Numbe	r*					
		В	ACK NE	хт		

Step 3: ADD General Information

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

SELECT Licence(s)	2 RENEW Profile	ADD General Information	PROVIDE Application Details	UPLOAD Supporting Document(s	REVIEW & SUBMIT) Application (Payment if applicable)	ACKNOWLEDGEMEN	NT
Renew Expiring	g Licence						
Terms of Use							
 Agreement Access this see be deemed to leave the Web In these Term means any bo These Terms of been posted of We may modi without liability 	rvices is governed have accepted ar isite. s of Use, the word dy corporate esta of Use may be cha on the Website wil fy or discontinue a ty.	by the terms and conditi Id agreed to be legally bo Is "we", "our" and "us" ref blished by or under writt inged from time to time. (I constitute your agreeme any information or featur	ons as stated below i und by these Terms fer to the Governmer en law from time to t Changes will be poste ent to the modified Te es that form part of t	("Terms of Use"). By acc of Use. If you do not acc at of Singapore and all S ime to perform or discl ad on this page. Your us erms of Use and all of t the Website at any time	essing and using the W cept any of these Term Statutory Boards. "Statu narge any public function se of the Website after the changes. , with or without notice	/ebsite, you shall s of Use, please itory Board" on. changes have to you, and	^
II. Access To the W 1. The accessibility o accessibility o	ebsite ity and operation r uninterrupted op eckbox, I agree to I	of the Website relies on t peration of the Website. be bound by the Terms o	echnologies which ar	e not under our contro	l. We do not guarantee	continuous	~
		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 Please pro), Name, Citizenship, Gender and Date Of Birt breed to <i>Update User Profile</i> screen to edit t	h are taken from User Profile for yo hese information where necessary	our convenience.
Salutation *	\checkmark	Designation	
Name*		Office Tel Number	
Citizenship*	\checkmark	Home Tel Number	
Gender*	O Male ® Female	Fax Number	
Date Of Birth*		Mobile Number*	
Primary Contact	O Office Tel Number	Email	
	O Home Tel Number	Alternative Email	
•	Mobile Number	Tick if you prefer to receive status updates of licence application via SMS	₽
	Next 〉 Save as Draft	Save as Draft & Exit	

GoBusiness Licensing Guide for Regulated Dealers Updated by the Ministry of Law

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 P	rofile
UEN	
Licence Number	
Licence Start Date	
Licence End Date	

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



- 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.

Name of the outlet		Outlet Address		Conta	ct Number		
Add							
		N	o records available				
Name of outlet Manager/ person in- charge	ID Type	DateOfBirth	Identification number of outlet Manager/ person in- charge	Citizer	nship	Contact num of outlet Manager/ person in- charge	nber
Add							
			Citizenship		Please Select	t v	-
ontact number of utlet Manager/ erson in-charge*	•		ldentification number of out Manager/ pers charge*	let son in-			
harge *			Date of Birth				
ame of outlet lanager/ person in-			ID Type*		O NRIC O F	FIN 🔿 Passpo	rt
egistration of (Mul	tiple) Outlet Mana	agers for each outlet	t				
treet Name*			Contact Numbe	er	<u>©</u>		
lock/House Number	Please Select	~	Building Name				
	Please enter your posta Address"	l code and click "Retrieve	e.ne ramber		E.g. 05-01 Key in:0	1	
ostal Code*		Retrieve Address	Unit Number		E.g. 05-01 Key in:0	5	
lace of business *			Level				
lote: Please provid hysical place of bu	e the following de Isiness, please incl	tails of all the places ude details of your	s of business where reg organisation operating	ulated o address	dealing is cor 5.	iducted. If you	ı do not h
letais (Preventio	n of Money Lau	ndering and Terro	orism Financing) Act,	is cond	lucted)		
					· · - + \		

- Select Class of Registration that is appropriate for your business needs. You may refer to the table below, and our outline FAQ (<u>https://va.ecitizen.gov.sg/cfp/customerPages/mlaw/explorefaq.aspx</u>) 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
Class A	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
Class 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>.

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 n	one of my product price exceed \$2,000'(message subject to changes) , this field is displayed below the New field, this field is databased without checking this field



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

2 SELECT RENEW Licence(s) Profile	ADD General Information App	4 5 PROVIDE UPLOAD lication Details Supporting Document(s)	6 REVIEW & SUBMIT Application (Payment if applicable)
Renew Expiring Licence			
Registration of Precious Stones a	nd Precious Metals	Dealers	
Document Name	Туре	Attachment	Action
 Please provide the NRIC/FIN/Passport of the peholding an analogous position involved in the management of the applicant and the outlet mar person in-charge of the outlet (if applicable) For foreigners / foreign business entities, pleas provide the FIN/Passport of the following person: The applicant Substantial shareholder Director Manager Partner Company Secretary Other person holding an analogous position invinin the management of the applicant Employee managing the applicant's business of gegulated dealing or business as an intermediary acceptable file format: Please name your file in the following manner: NRIC/FIN/PASSPORT NUMBER.pdf Acceptable File Size: maximum: 2 MB 	e (())) ONLINE UPLOAD	Ĭ ▼	Upload
Foreign Business Registry Records Only applicable for foreign business entities Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		Upload
Others Any other documents Acceptable File Format: pdf, xls, xlsx, doc, docx Acceptable File Size: maximum: 2 MB	ONLINE UPLOAD		Upload
< 1	Previous Next >	Save as Draft Save as Draft 8	k 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.

formation Review		
	-	
•		
Electe Destand		^
Filer's Particul	ILZ	î
Salutation	Designation	t I
Name	Office Tel Number	
Citizenship	Home Tel Number	
Gender	Fax Number	
Date Of Birth	Mobile Number	~
. I declare that all th I am aware that le I agree that in any acknowledgemen	e information given in this application form is true and correct. pil action may be taken against me if I had knowingly provided false information. legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, s, information neoroded in or produced in this application.	Ø
legistration of Pr	ecious Stones and Precious Metals Dealers	
 I declare that I has I declare that all the All information giv or misleading, the fee is non-refunds I agree that the re- neceiving a notific. I am aware that m I agree that in any acknowledgement 	e the authority to represent the applicant. e information given in this application form is true and correct. pallaction may be taken against me/ the applicant if I had knowingly provided false information. en in this application form are correct and true. I understand that if the information given are found to be false registration granted may be cancelled or suspended. I also understand that the application fee and registration ble. gistration in-principle-approval granted to me will lapse if I fail to pay my registration fees within 30 days after tion from the Registrar of Regulated Dealer. I also agree that the application fees paid is non-refundable. y registration would not be granted to me if the registration fee is not paid. legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, s, information recorded in or produced in this application.	
	Previous 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 MINLAW - Registration of Precious Stones and Precious Metals Dealers R	Processing Fee	-	Not applicable	
			Grand Total	:
				((]))

Step 7: ACKNOWLEDGEMENT

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

Renew Expiring Licence			
Submitte	d successfully: 1 applic	ation(s)	(
You will be n	otified of the approval of your a	oplication via SMS/Email.	
Ministry of Law			
Registration of Pr	ecious Stones and Precious	Metals Dealers	
Application Number	R	Payment Advice Number	PA
Application Status	Submitted with Payment	Payment Status	STAGE1 : PAID
Submission Number	В	Payment Amount(SGD)	
Submission Date		Payment Amount(330)	-
Submission Name			
ew your Applications and S	itatus		
DTE			
plication has been submit der the Application Status	ted successfully. You will be notified of th Column.	he approval of your application by em	ail/sms. Processing status will also be updat
ease note that the "Submis	sion Name" is for your personal referen	ce only.	