Checklist for Tenant/Property Agent of Tenant for Rental of Private Residential Property

Prospective tenants/property agents of tenants are encouraged to go through the Checklist before executing the Tenancy Agreement.

	If your prospective landlord is a natural person, you <u>must</u> verify:	
1	Name of landlord	
2	Property ownership	
3	Property specifications (e.g. address, tenure, area etc.) and restrictions	
4	Property is approved for residential use	
	If your prospective landlord is a company, you <u>must</u> verify:	
1	Name of landlord	
2	ACRA Registration Number or Unique Entity Number	
3	Property ownership	
4	Property specifications (e.g. address, tenure, area etc.) and restrictions	
5	Property is approved for residential use	
	In addition to the above, you <u>may wish</u> to check:	
1	Stamp duty[1]	
2	GST registration status[2] of the landlord (applicable only if landlord is a company)	
	When engaging the services of a property agent, you <u>must</u> check:	
1	Whether the agent is registered with CEA	
	If a property agent is engaged, real estate agent <u>must</u> carry out:	
1	Anti-money laundering/Countering the financing of terrorism checks on tenant	

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[1] Stamp duty is payable on the tenancy agreement. The party who is liable to pay stamp duty is usually stated in the tenancy agreement. When the terms of the agreement do not state who is liable to pay stamp duty, the tenant shall be the party liable for stamp duty. Please refer to the IRAS website (www.iras.gov.sg) for more details.

[2] If the landlord is GST-registered, GST is chargeable on the supply of movable furniture and furnishings provided. Please refer to the IRAS' website (www.iras.gov.sg) for more details.

Where to conduct the checks

S/N	Description	URL
1	Property ownership	https://www.sla.gov.sg/inlis/#/
2	Property specifications and restrictions	
3	Property is approved for residential use	https://www.ura.gov.sg/EnquiryOnApprovedUse/
4	ACRA Registration Number or Unique Entity Number	https://www.acra.gov.sg/online_Services/
5	Stamp duty	https://www.iras.gov.sg/irashome/Other-Taxes/Stamp-Duty-for-Property/Working-out-your-Stamp-Duty/Renting-a-Property/
6	GST registration status	https://mytax.iras.gov.sg/ESVWeb/default.aspx?target=GSTListingSearch
7	Registration of property agent	https://www.cea.gov.sg/public-register

Note: Companies providing property transaction services can automate some of the above due diligence checks through the usage of Automated Programming Interface (API) implemented by the respective government agencies.

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This checklist is developed by the Digitalised Property Transaction Workgroup, as part of the Real Estate Industry Transformation Map's vision to enable the industry to deliver seamless, efficient, and secure property transactions.

For more information, please visit www.cea.gov.sg/DPTWG.