

Navigating the new Bizfile: Update Registers of Nominee Directors and Nominee Shareholders

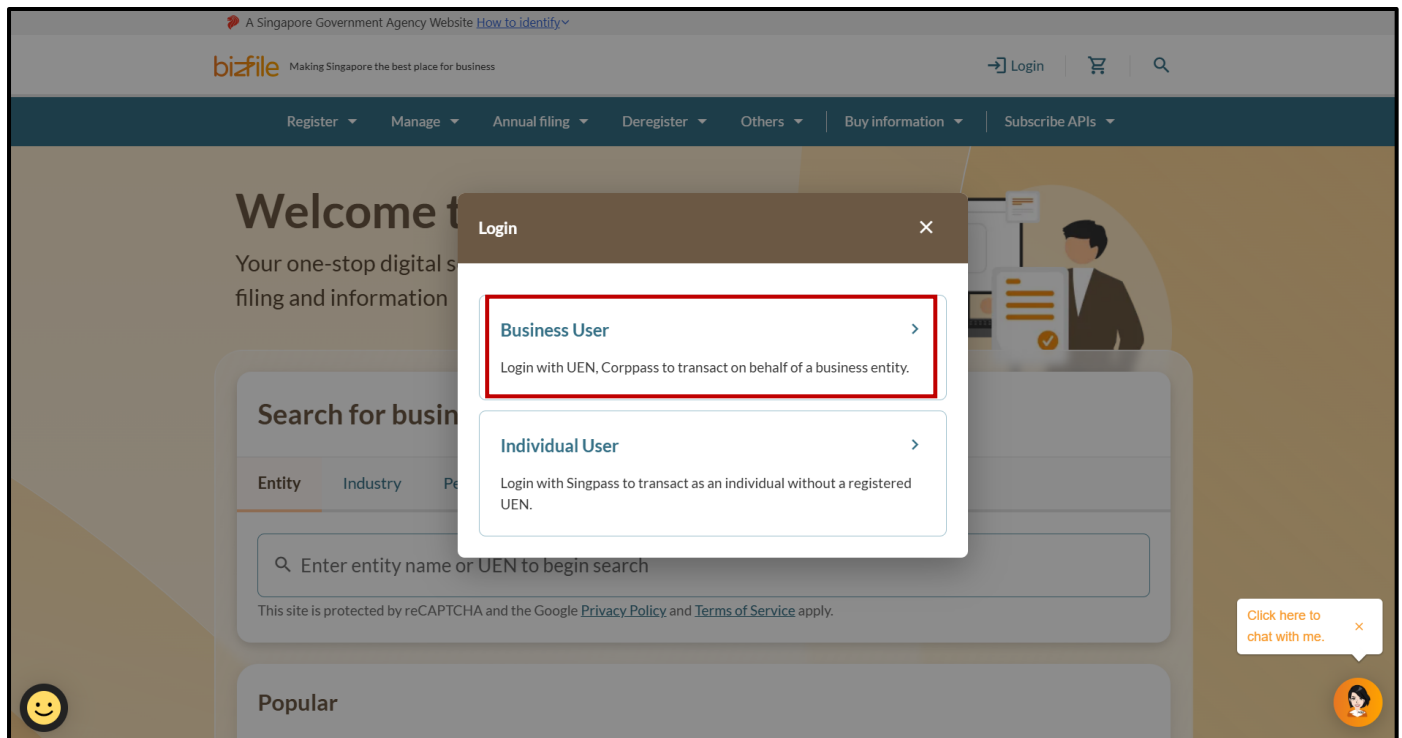
The “**Update Registers of Nominee Directors and Nominee Shareholders**” eService allows both local and foreign companies to file information on their register of nominee directors and nominee shareholders with ACRA and update any changes to these registers.

You can use this eService to update the following nominators information:

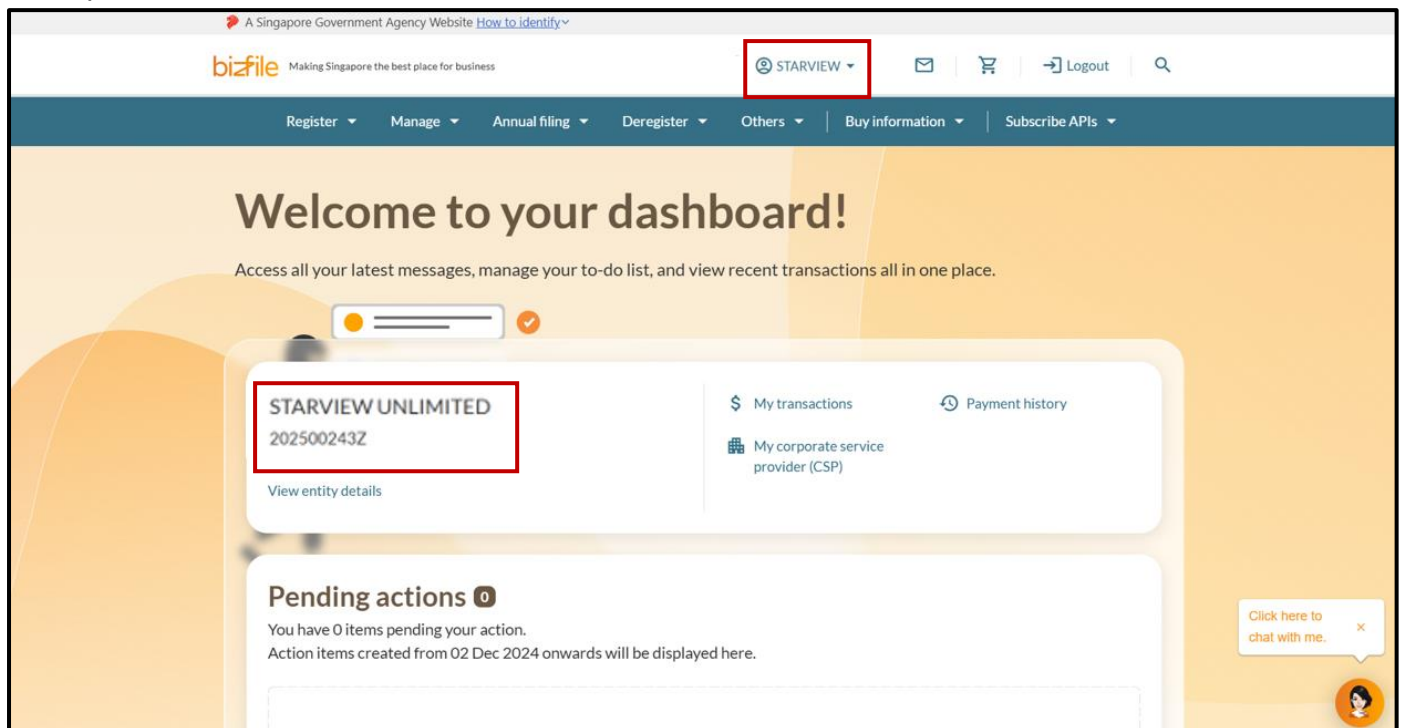
Transactions	Navigation
Add new nominators	Click here
Edit existing nominators	Click here
Cease existing nominators	Click here

Step-by-step instructions to update Registers of Nominee Directors and Nominee Shareholders

Step 1: Log in to Bizfile using Corppass (Business User) credentials.



Step 2: Access the correct entity dashboard. For position holders, verify the entity name displayed on the top menu bar and the dashboard.



Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

For Corporate Service Provider filing on behalf for their clients, click the **“Corporate Service Provider”** tab on **“My profile – Select profile”** page and select your CSP firm from the drop-down list (if you belong to more than one CSP firm).

My profile
You are logged in as Jane (NRIC S4001234J).

[← Back](#)

Select profile
Select a profile and entity to proceed.

My Entities

- Corporate Service Provider**

Corporate Service Provider

Select your corporate service provider firm

Please select

- Heartelligence
- R1A2Z Son**
- Star Consulting
- MUSA Tech

To select the entity you want to file for, use the search function to search and click the displayed entity name under the search bar.

Select profile
Select a profile and entity to proceed.

My Entities

- Corporate Service Provider**

Corporate Service Provider

Select your corporate service provider firm

R1A2Z Son

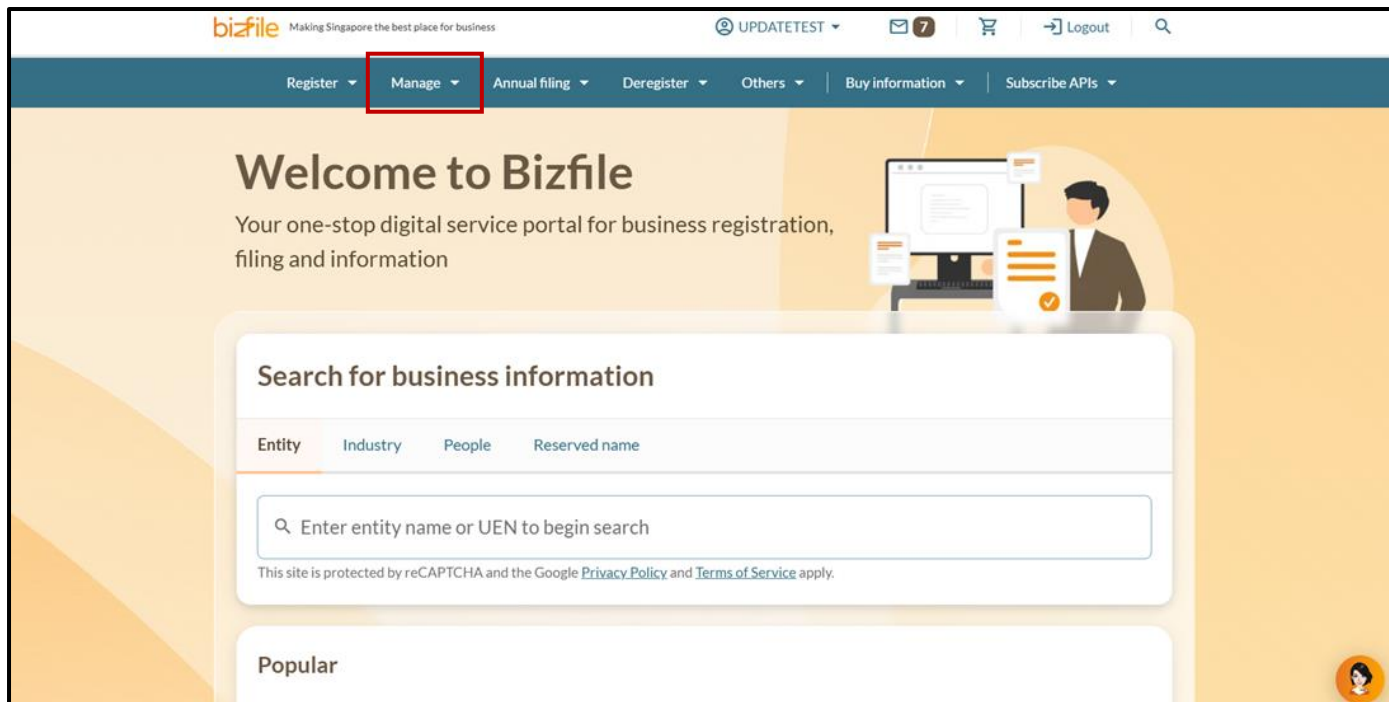
Select the client that you would like to file for from the list below.
If you are filing for an ad hoc client, proceed to the post-login dashboard and select the eService from the mega menu. [?](#)
[Proceed to dashboard](#)

Search by company name or UEN [Search](#)

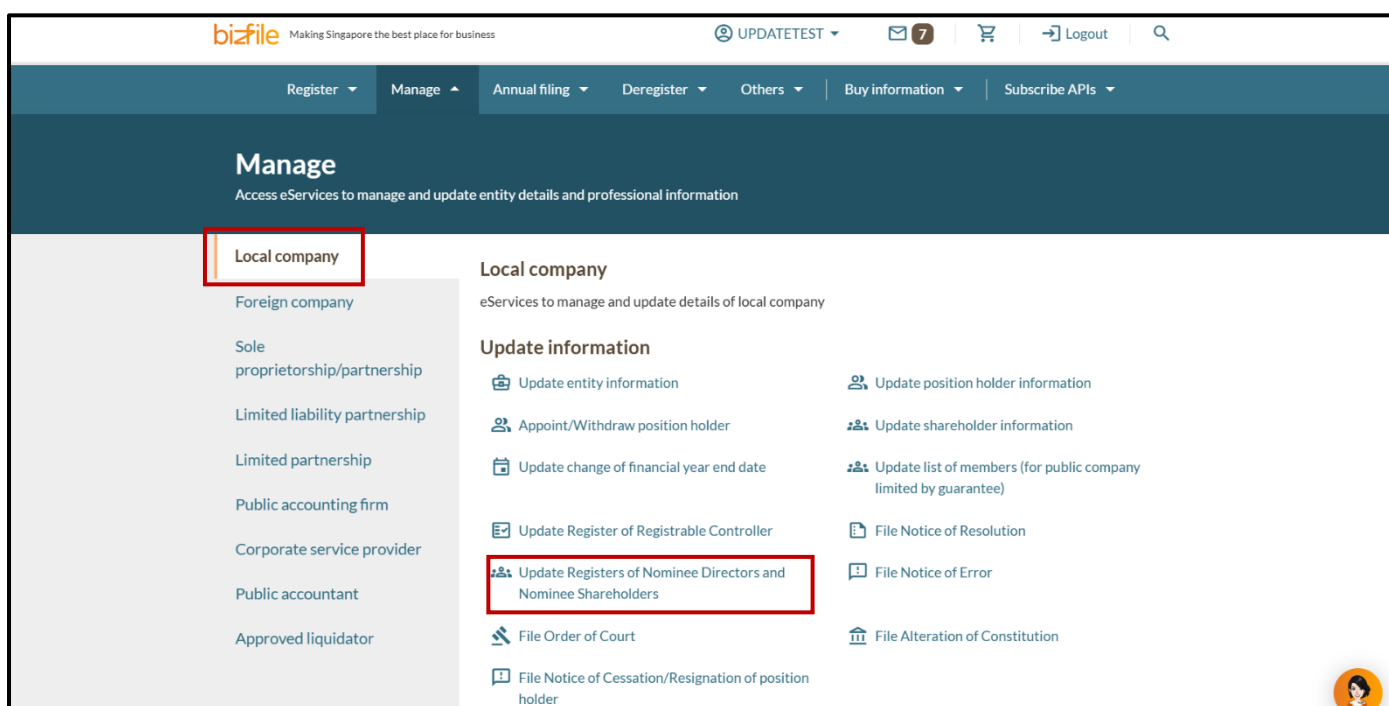
Sort by: Latest updated

Dex Lab 202300001K To-do items: 1	Showmanry 99900075J To-do items: 0
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Step 3: From the mega menu, select **“Manage”**.

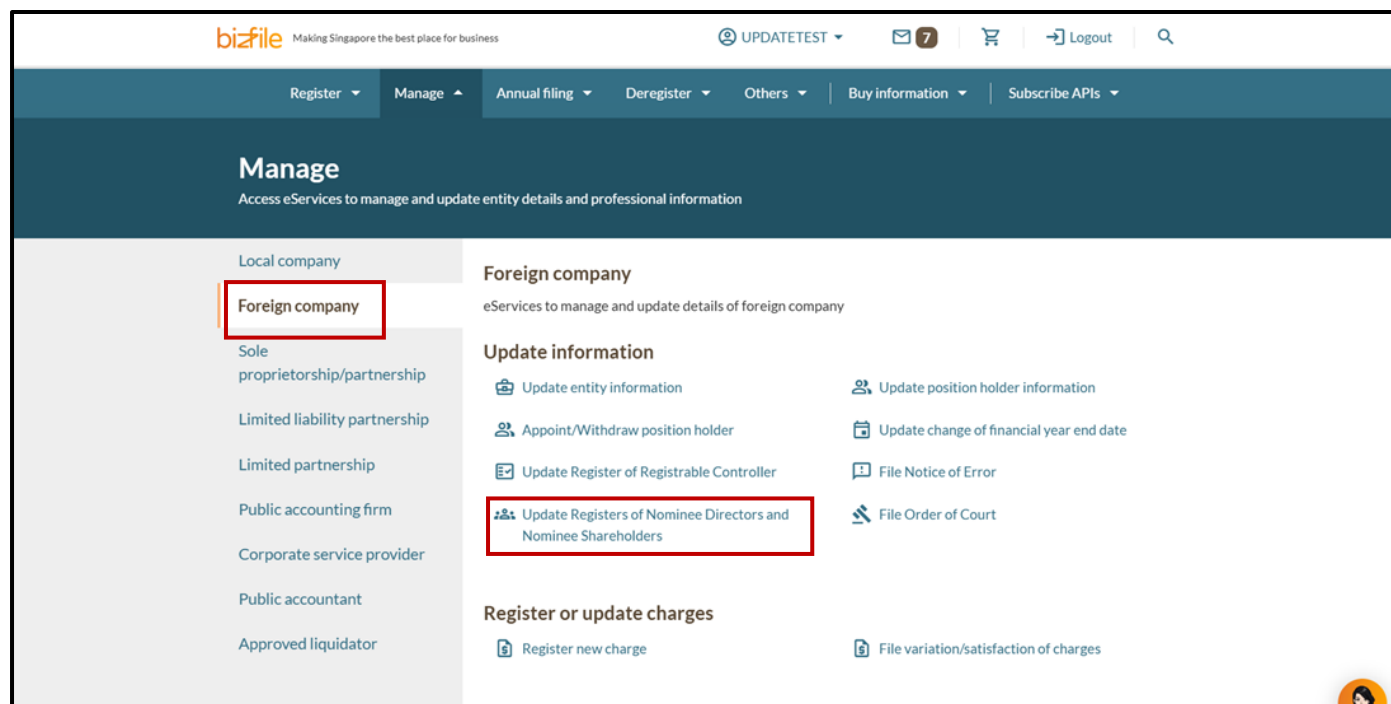


Step 4: Under the **“Local company”** tab, select **“Update Registers of Nominee Directors and Nominee Shareholders”**.



Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

For foreign company, select the “**Foreign company**” tab and click “**Update Registers of Nominee Directors and Nominee Shareholders**”.



Step 5: On the introduction page for **“Update Registers of Nominee Directors and Nominee Shareholders”**, click **“Start”**.

Update Registers of Nominee Directors and Nominee Shareholders

Introduction

This eService allows you to submit updates for the Register of Nominee Directors and Register of Nominee Shareholders information, for local companies and foreign companies, that have been lodged in the Central Registers of Nominee Directors and Nominee Shareholders maintained by ACRA.

🕒 Time to complete	10 - 20 minutes
📅 Approval time	Immediate
💰 Fee	\$0

Before you start

1 You will need to prepare the following information

Nominators who are individuals:

- Full name;
- Aliases, (if any);
- Residential address;
- Nationality;
- Identity card number or passport number;
- Date of birth;
- Email address;
- Contact number;
- Date of becoming a nominator; and
- Date of cessation as a nominator (if any)

Nominators who are corporate:

- Name;
- Unique entity number, (if any);
- Address of registered office;
- Legal form of the legal entity;
- Jurisdiction where the legal entity is formed;
- Statute which the legal entity is formed or incorporated;
- Name of corporate entity register of the jurisdiction in which the legal entity is formed or incorporated, (if any);
- Identification number of registration number issued to the legal entity when it was formed or incorporated, (if any);
- Email address;
- Contact number;
- Date of becoming a nominator; and
- Date of cessation as a nominator (if any)

Useful reminders

- All companies and foreign companies, unless exempted, are required to lodge the same information in their Register of Nominee Directors (ROND) and Register of Nominee Shareholders (RONS), maintained at their end, with ACRA's Central Registers of Nominee Directors and Nominee Shareholders.
- Companies and foreign companies must lodge any updates to the information in the central Registers maintained by ACRA within 2 business days after updating the information in their ROND and RONS at their end.
- Ensure that the information maintained in your own ROND and RONS is accurate and up-to-date before using this eService to lodge the information with ACRA.

Start →

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

1) Add new nominators

Step 1: Indicate whether the entity is exempted from the register of nominee directors and register of nominee shareholders requirements.

Update Registers of Nominee Directors and Nominee Shareholders

If the company or foreign company has any nominee directors or nominee shareholders, please indicate the fact and provide the particulars of the nominators here.

[More about maintaining the Register of Nominee Directors and Register of Nominee Shareholders](#)

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☒ Yes ☐ No

Category of exemption

Select a value from the dropdown list

[← Back](#) [Save draft](#) [Review & confirm →](#)

Step 2: If the entity is exempted from the nominee register requirements, select one or more categories of exemption from the dropdown list and click **“Save”**.

Update Registers of Nominee Directors and Nominee Shareholders

If the company or foreign company has any nominee directors or nominee shareholders, please indicate the fact and provide the particulars of the nominators here.

[More about maintaining the Register of Nominee Directors and Register of Nominee Shareholders](#)

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☒ Yes ☐ No

Category of exemption

Select a value from the dropdown list

- ☒ (a) Entity is a public company which shares are listed for quotation on an approved exchange in Singapore
- ☒ (b) Entity is a company that is a Singapore financial institution
- ☐ (c) Entity is a company that is wholly owned by the Government
- ☐ (d) Entity is a company that is wholly owned by a statutory body established by or under a public Act for a public purpose

[← Back](#) [Unselect all](#) [2 selected](#) [Save](#) [Review & confirm →](#)

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 3: Click **“Review and confirm”** to proceed.

If the company or foreign company has any nominee directors or nominee shareholders, please indicate the fact and provide the particulars of the nominators here.

[More about maintaining the Register of Nominee Directors and Register of Nominee Shareholders](#)

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☒ Yes ☐ No

Category of exemption

Select a value from the dropdown list

(a) Entity is a public company which shares are listed for quotation on an approved exchange in Singapore

(b) Entity is a company that is a Singapore financial institution

[← Back](#) [Save draft](#) [Review & confirm →](#)

Step 4: Review all information carefully. Tick the checkbox to complete the declaration and click **“Submit”**.

Review and confirm

Please review the information below before submitting.

Register of Nominee Directors and Nominee Shareholders

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

Yes

Category of exemption

- (a) Entity is a public company which shares are listed for quotation on an approved exchange in Singapore
- (b) Entity is a company that is a Singapore financial institution

☒ I, Abraham Meadows, declare that:

- 1 All the above information submitted is true and correct to the best of my knowledge
- 2 I am aware I may be liable to prosecution if I submit any false or misleading information in this form

[← Back](#) [Submit →](#)

Step 5: If the entity is not exempted from the nominee register requirements, indicate whether there are any active nominee directors or nominee shareholders.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes

☒ No

Does the entity have any active nominee directors or nominee shareholders?

☒ Yes

☐ No

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS

Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)

Nominator: OMER BRAY (Inactive)

+ Add a nominator

Expand all Collapse all

Step 6: If there are no active nominee directors or shareholders, cease all existing nominators listed if applicable.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes

☒ No

Does the entity have any active nominee directors or nominee shareholders?

☐ Yes

☒ No

Warning

- Please be reminded to cease existing nominators below, if applicable.

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS

Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)

Nominator: OMER BRAY (Inactive)

9

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 7: In the “**Nominee Directors**” section, click “**Add a nominator**” to add new nominators.

Important: You may add or update up to 50 nominators in a single transaction. If you need to add or update more than 50 nominators, please submit a separate transaction.

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS
Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)
Nominator: OMER BRAY (Inactive)

+ Add a nominator

Expand all Collapse all

Nominee Shareholders

+ Add a nominator

Back Save draft Review & confirm

Step 8: Under “**Nominee information**”, select the name of the nominee director from the dropdown list, which shows all the current active directors in the entity.

Nominee Director 3

Nominee information

Nominee name

S3143108E - Abraham Meadows

S3143108E - Abraham Meadows

Nominator category

Individual Corporate

Identification type

Please select

Identification number

Enter identification number

Nominator name

Enter name as per identification document

+ Add alias

Step 9: Specify if the nominator is an individual or corporate.

The screenshot shows a web interface for nominating a director. At the top, there are two inactive nominator entries: ABRAHAM MEADOWS and CHARIS POTTER, both with nominator OMER BRAY. Below these is the 'Nominee Director 3' section, which is expanded. Inside this section, the 'Nominee information' part shows a dropdown for 'Nominee name' with the value 'S3143108E - Abraham Meadows'. The 'Nominator's information' section is highlighted with a red box and contains two radio buttons: 'Individual' (which is selected) and 'Corporate'. Below this, there is a dropdown for 'Identification type' with the value 'Please select', and a text input field for 'Identification number' with the placeholder 'Enter identification number'. On the right side of the interface, there are two circular icons: one with a person icon and another with an upward arrow icon.

Step 10: For individual nominator, provide the identification type, identification number, full name, nationality, date of birth, email address, country code, and contact number.

This screenshot shows a detailed view of the 'Nominator's information' form for an individual. The 'Nominator category' section at the top shows 'Individual' selected. The main form area, highlighted with a red box, contains the following fields: 'Identification type' (dropdown menu with 'NRIC (Citizen)' selected), 'Identification number' (text input with placeholder 'Enter identification number'), 'Nominator name' (text input with placeholder 'Enter name as per identification document'), a '+ Add alias' link, 'Nationality' (dropdown menu with 'Singapore Citizen' selected), 'Date of birth' (calendar input with placeholder 'DD MMM YYYY'), 'Contact information' section with 'Email address' (text input), 'Country code' (dropdown menu with 'Select country code' selected), and 'Contact number' (text input).

Step 11: Enter the nominator’s residential address. For local addresses, enter the postal code and click “**Retrieve Address**” to automatically populate the address details. Indicate the level and unit where applicable.

Residential address

Address type

☒ Local ☐ Foreign

Postal code

S 409046 [Retrieve address](#)

249, PAYA LEBAR ROAD

Level Unit

10 1

☐ Address doesn't have level and unit

Nomination Details

Date of nomination

DD MMM YYYY

[+ Add additional information](#)

Delete [Save](#)

For foreign address, provide the complete address.

Residential address

Address type

☐ Local ☒ Foreign

Foreign address line 1

Enter foreign address

[+ Add address line 2](#)

Nomination Details

Date of nomination

DD MMM YYYY

[+ Add additional information](#)

Delete [Save](#)

[+ Add a nominator](#)

[Expand all](#) [Collapse all](#)

Step 12: For corporate nominator, indicate whether the entity is registered locally.

Provide the UEN for locally registered entity and click **“Retrieve Information”** to retrieve the entity’s details.

Nominee Director 3

Nominee information

Nominee name
S3143108E - Abraham Meadows

Nominator's information

Nominator category
☐ Individual ☒ Corporate

Is the corporate nominator registered locally?
☒ Yes ☐ No

UEN
202500244K **Retrieve information**

Nominator name
BROWNIE PRIVATE LIMITED

Legal form of the legal entity
Company

Step 13: If the nominator is a foreign entity, enter the Foreign Business Registration Number (FBRN) and name of the nominator.

Important: The FBRN should include only letters and numbers without any special characters.

Nominee Director 3

Nominee information

Nominee name
S3143108E - Abraham Meadows

Nominator's information

Nominator category
☐ Individual ☒ Corporate

Is the corporate nominator registered locally?
☐ Yes ☒ No

Foreign business registration number
Enter foreign business registration number

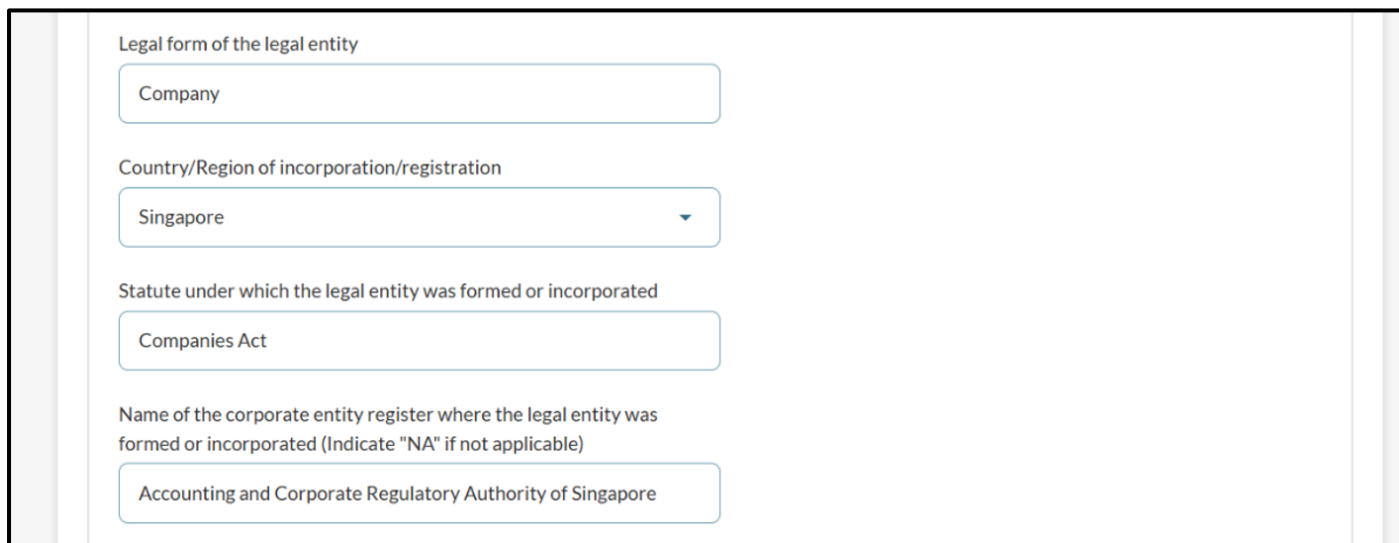
Nominator name
Enter nominator name

Legal form of the legal entity
Example: Company, Limited Liability Partnership, LLC etc.

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 14: Enter the corporate entity's information including:

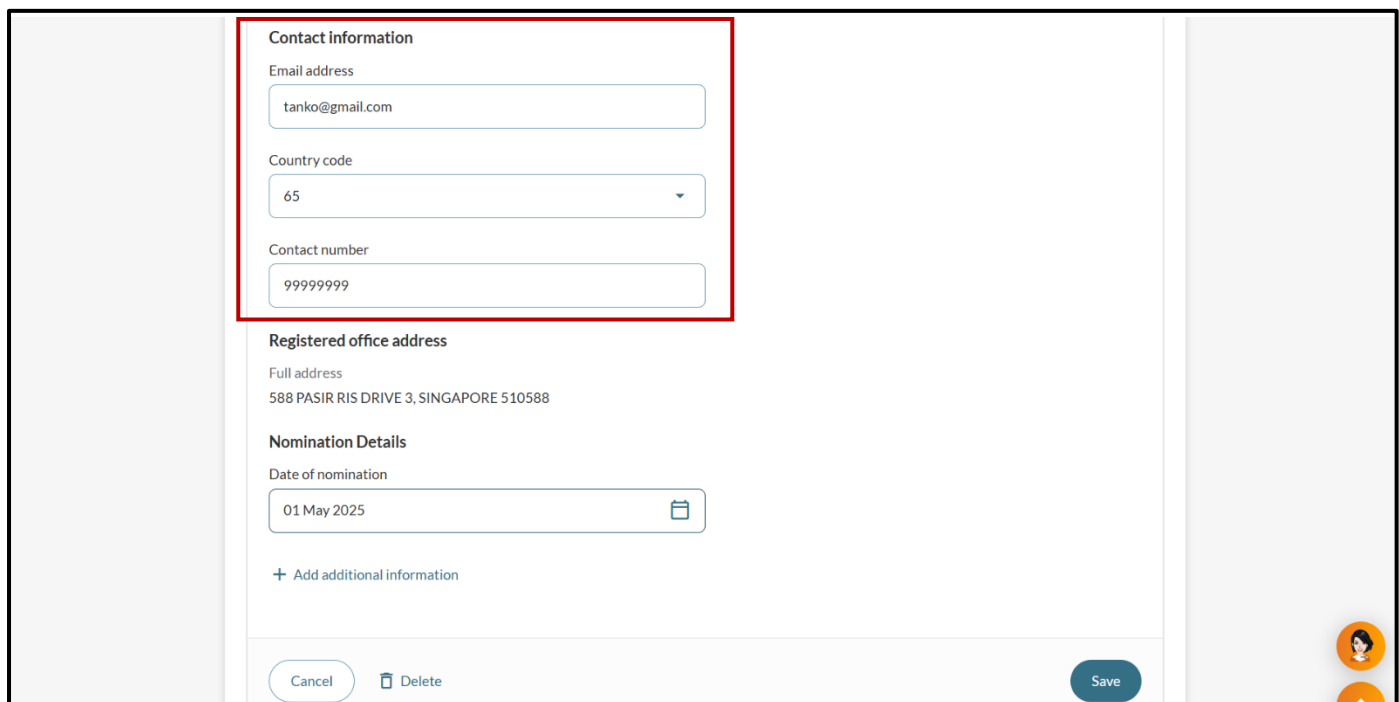
- Legal form of the entity
- Country/Region of incorporation/registration
- Statute under which it was formed
- Name of the corporate entity register (enter "NA" if not applicable)



This screenshot shows a form for entering corporate entity information. It contains four input fields with the following labels and values:

- Legal form of the legal entity:** Company
- Country/Region of incorporation/registration:** Singapore
- Statute under which the legal entity was formed or incorporated:** Companies Act
- Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable):** Accounting and Corporate Regulatory Authority of Singapore

Step 15: Provide the nominator's contact information, including email, country code, and contact number.

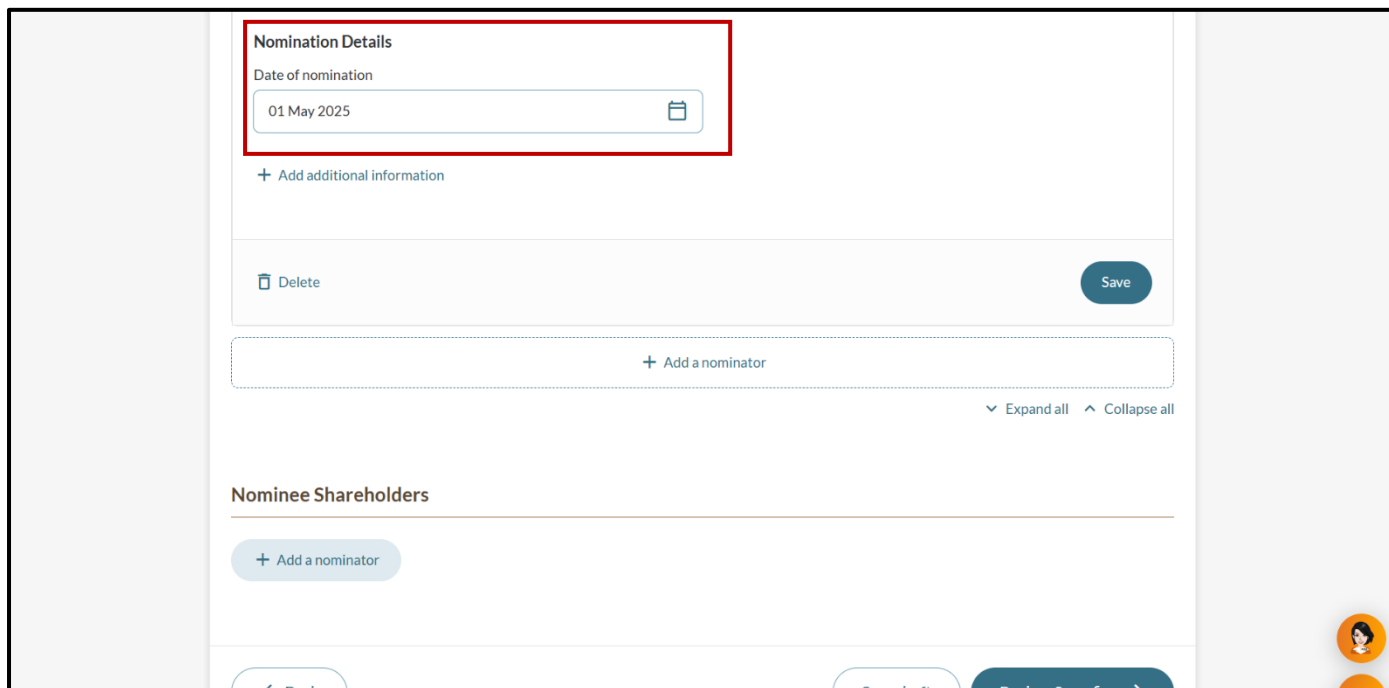


This screenshot shows a form for entering nominator's contact information. The 'Contact Information' section is highlighted with a red border and contains three input fields:

- Email address:** tanko@gmail.com
- Country code:** 65
- Contact number:** 99999999

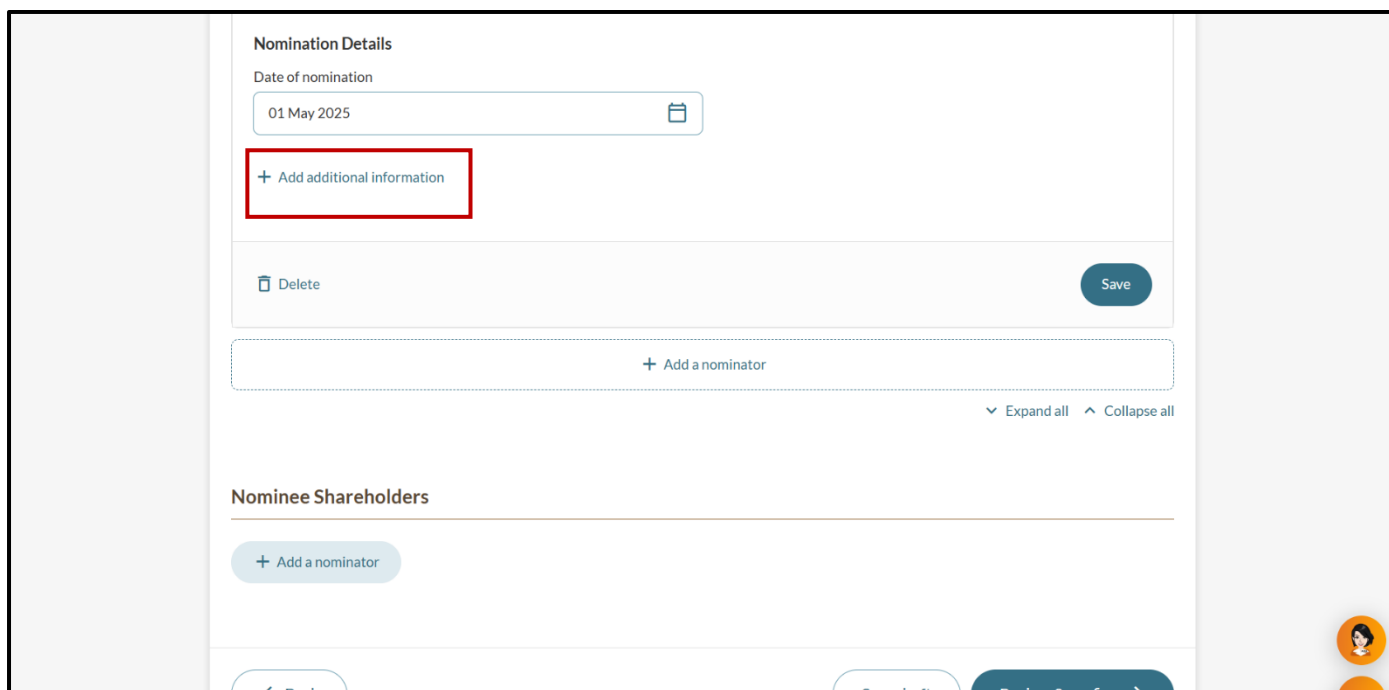
Below this section, the 'Registered office address' is listed as '588 PASIR RIS DRIVE 3, SINGAPORE 510588'. The 'Nomination Details' section includes a date picker set to '01 May 2025'. At the bottom, there are buttons for 'Cancel', 'Delete', and 'Save', along with a link to '+ Add additional information'.

Step 16: Indicate the date of nomination. The nomination date must be either the current date or a past date; future dates are not permitted.



The screenshot shows a web form titled "Nomination Details". The "Date of nomination" field is highlighted with a red rectangle and contains the text "01 May 2025". Below this field is a link that says "+ Add additional information". Further down, there is a "Delete" button with a trash icon and a "Save" button. Below these is a dashed box with the text "+ Add a nominator". At the bottom right of the dashed box are links for "Expand all" and "Collapse all". Below the dashed box is a section titled "Nominee Shareholders" with a "+ Add a nominator" button. At the bottom of the form are three buttons: "Back", "Save draft", and "Review & confirm". A user profile icon is visible in the bottom right corner.

Step 17: To provide additional information on the nominee arrangement, click “**Add additional information**”. This step is optional.



The screenshot shows the same "Nomination Details" form as in Step 16. In this step, the "+ Add additional information" link is highlighted with a red rectangle. The "Date of nomination" field still contains "01 May 2025". The "Delete" and "Save" buttons are still visible. The "+ Add a nominator" dashed box and the "Expand all" / "Collapse all" links are also present. The "Nominee Shareholders" section with its "+ Add a nominator" button is at the bottom. The "Back", "Save draft", and "Review & confirm" buttons are at the very bottom, along with the user profile icon.

Step 18: Enter the additional information in the text box and click **“Save”**.

The screenshot shows the 'Nomination Details' section of a form. The 'Date of nomination' is set to '01 May 2025'. Below this, there is a 'Delete additional information' link and a text box for 'Additional information' containing the placeholder text 'Example: additional information on nominee arrangement'. A red box highlights this text box. Below the text box is a 'Delete' link. To the right of the text box is a 'Save' button, also highlighted with a red box. At the bottom of the form, there is a section for 'Nominee Shareholders' with a '+ Add a nominator' button. The form also includes 'Expand all' and 'Collapse all' links.

Step 19: To add or update nominee shareholders, click **“Add a nominator”** under the **“Nominee Shareholders”** section.

The screenshot shows the 'Nominee Shareholders' section of the form. It features a '+ Add a nominator' button, which is highlighted with a red box. Above this button is a section for 'To be added' with a '+ Add a nominator' button. Below the 'Add a nominator' button are 'Expand all' and 'Collapse all' links. At the bottom of the form, there are three buttons: 'Back', 'Save draft', and 'Review & confirm'. The footer of the page includes the ACRA logo and links for 'About Us', 'News Room', 'Guides', 'Feedback', and 'Contact Us'.

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 20: If the entity is a local company, select the name of the nominee shareholders from the dropdown list. For foreign companies, enter the name of the nominee shareholder in this field.

Nominee Shareholders

Expand all Collapse all

Nominee Shareholder 1

Nominee information

Nominee name

S0696375G - Ria Pierce

S0696375G - Ria Pierce ✓

S3143108E - Abraham Meadows

☒ Individual ☐ Corporate

Identification type

Please select

Identification number

Enter identification number

Nominator name

Step 21: Specify if the nominator is an individual or corporate entity.

Nominee Shareholder 1

Nominee information

Nominee name

S0696375G - Ria Pierce

Nominator's information

Nominator category

☒ Individual ☐ Corporate

Identification type

Please select

Step 22: For individual nominator, provide the identification type, identification number, full name, nationality, date of birth, email address, country code, and contact number.

Nominator category

☒ Individual ☐ Corporate

Identification type

NRIC (Citizen)

Identification number

Enter identification number

Nominator name

Enter name as per identification document

+ Add alias

Nationality

Singapore Citizen

Date of birth

DD MMM YYYY

Contact information

Email address

Country code

Select country code

Contact number

Step 23: Enter the nominator's residential address. For local address, input the postal code and click **"Retrieve Address"** to automatically populate address details. Indicate the level and unit where applicable.

Residential address

Address type

☒ Local ☐ Foreign

Postal code

S 409046

Retrieve address

249, PAYA LEBAR ROAD

Level

10

Unit

1

☐ Address doesn't have level and unit

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

For a foreign address, provide the complete address.

Residential address

Address type

☐ Local ☒ Foreign

Foreign address line 1

Enter foreign address

+ Add address line 2

Nomination Details

Date of nomination

DD MMM YYYY

+ Add additional information

Delete Save

+ Add a nominator

Expand all Collapse all

Step 24: For corporate nominator, indicate whether the entity is registered locally.

Provide the UEN for locally registered entity and click **“Retrieve Information”** to retrieve the entity’s details.

Nominee Shareholder 1

Nominee information

Nominee name

S0696375G - Ria Pierce

Nominator's information

Nominator category

☐ Individual ☒ Corporate

Is the corporate nominator registered locally?

☒ Yes ☐ No

UEN

T00FS1199C Retrieve information

Nominator name

SOMOLA PEWA SINGAPORE BRANCH

Legal form of the legal entity

Example: Company, Limited Liability Partnership, LLC etc.

Step 25: If the nominator is a foreign entity, enter the Foreign Business Registration Number (FBRN) and name of the nominator.

Important: The FBRN should include only letters and numbers without any special characters.

Nominee Shareholder 1

Nominee information

Nominee name
S0696375G - Ria Pierce

Nominator's information

Nominator category
☐ Individual ☒ Corporate

Is the corporate nominator registered locally?
☐ Yes ☒ No

Foreign business registration number
Enter foreign business registration number

Nominator name
Enter nominator name

Legal form of the legal entity
Example: Company, Limited Liability Partnership, LLC etc.

Step 26: Enter the corporate entity's information including:

- Legal form of the entity
- Country/Region of incorporation/registration
- Statute under which it was formed
- Name of the corporate entity register (enter "NA" if not applicable)

Is the corporate nominator registered locally?
☐ Yes ☒ No

Foreign business registration number
12345

Nominator name
Enter nominator name

Legal form of the legal entity
Example: Company, Limited Liability Partnership, LLC etc.

Country/Region of incorporation/registration
Select country/region of incorporation/registration

Statute under which the legal entity was formed or incorporated
Example: Companies Act, Limited Liabilities Act etc.

Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable)
Example: ACRA, Companies House UK etc.

Contact information

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 27: Provide the nominator's contact information, including email, country code, and phone number.

The screenshot shows a nomination form with two main sections: 'Contact information' and 'Nomination Details'. The 'Contact information' section is highlighted with a red box and contains three input fields: 'Email address', 'Country code' (a dropdown menu with 'Select country code' as the placeholder), and 'Contact number'. The 'Nomination Details' section contains a 'Date of nomination' field with a calendar icon and a placeholder 'DD MMM YYYY'. Below this is a link '+ Add additional information'. At the bottom of the form are 'Delete' and 'Save' buttons, and a dashed box with '+ Add a nominator'.

Step 28: Indicate the date of nomination. The nomination date must be either the current date or a past date; future dates are not permitted.

The screenshot shows the same nomination form as in Step 27, but with additional address information. Above the 'Nomination Details' section, there is a 'Postal code' field with 'S' and '138611', a 'Retrieve address' button, and the address '14, COLLEGE AVENUE WEST'. Below the address is a 'Level' field with '1' and a 'Unit' field with '1'. There is also a checkbox 'Address doesn't have level and unit'. The 'Nomination Details' section is highlighted with a red box and shows the 'Date of nomination' field with the date '01 May 2025' and a calendar icon. The rest of the form, including the '+ Add additional information' link, 'Delete' and 'Save' buttons, and the '+ Add a nominator' dashed box, remains the same.

Step 29: To provide additional information on the nominee arrangement, click **“Add additional information”**. This step is optional.

The image consists of two screenshots of a nomination form, illustrating the process of adding additional information.

Top Screenshot: The form displays the following fields and options:

- Postal Code:** A text box containing "S 138611" and a "Retrieve address" button.
- Address:** "14, COLLEGE AVENUE WEST".
- Level:** A text box containing "1".
- Unit:** A text box containing "1".
- Address doesn't have level and unit:** An unchecked checkbox.
- Nomination Details:**
 - Date of nomination:** A date picker showing "01 May 2025".
 - + Add additional information:** A button highlighted with a red rectangle.
- Buttons:** "Delete" (trash icon) and "Save" (dark blue button).
- Footer:** "+ Add a nominator" and "Expand all / Collapse all" links.

Bottom Screenshot: The form is shown after clicking the "Add additional information" button. The "Additional information" section is expanded and highlighted with a red rectangle:

- Additional information:** A text area containing the placeholder text "Example: additional information on nominee arrangement".
- Character Count:** "0/5000" is displayed at the bottom right of the text area.
- Buttons:** "Delete" (trash icon) and "Save" (dark blue button) are visible below the text area.

Step 30: Click **“Save”** to save your changes.

The screenshot shows a nomination form with the following fields and controls:

- Postal Code: S 138611 (with a 'Retrieve address' button)
- Address: 14, COLLEGE AVENUE WEST
- Level: 1 (with a 'Unit' field set to 1)
- Checkbox: ☐ Address doesn't have level and unit
- Nomination Details: Date of nomination: 01 May 2025 (with a calendar icon)
- + Add additional information
- Buttons: Delete (trash icon) and Save (highlighted with a red box)
- + Add a nominator
- Expand/Collapse controls: Expand all / Collapse all

Step 31: After all nominee details have been added. Verify that the tag **“To be added”** appears below the nominee director or shareholder’s name before clicking **“Review and Confirm”**.

The screenshot shows the 'Nominee Shareholders' section with the following details:

- Section Header: Nominee Shareholders
- Expand/Collapse controls: Expand all / Collapse all
- Nominee Name: RIA PIERCE (with a dropdown arrow)
- Nominator: TANG KO
- Tag: To be added (highlighted with a red box)
- + Add a nominator
- Expand/Collapse controls: Expand all / Collapse all
- Bottom Navigation: Back, Save draft, and Review & confirm (highlighted with a red box)

Step 32: Review all entered information carefully.

Home > Update Registers of Nominee Directors and Nominee Shareholders

Update Registers of Nominee Directors and Nominee Shareholders

UPDATETEST PRIVATE LIMITED
202505035C

1

Update registers

2

Review and confirm

3

Complete

Review and confirm

Please review the information below before submitting.

Register of Nominee Directors and Nominee Shareholders

Is the entity exempted from the register of nominee directors and register of nominee shareholders

Does the entity have any active nominee directors or nominee shareholders?

No

Yes

Nominee Directors

1. Abraham Meadows

Nominator's Information

Nominator category

Individual

Identification type

NRIC (Citizen)

Identification number

S0652897Z

Nominator name

Omer Bray

Nationality

Singapore Citizen

Date of birth

01 Feb 2025

Contact Information

Local address

50 BAYSHORE ROAD, #1-1
BAYSHORE PARK, SINGAPORE
469977

Email address

acratestmail@gmail.com

Contact number

+65 9678 7686

Nomination Details

Date of nomination

01 Mar 2025

Date of cessation

18 Mar 2025

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 33: Confirm your submission by ticking the declaration box, then click "Submit".

1. Ria Pierce

To be added

Nominator's information

Nominator category

Individual

Identification type

NRIC (Citizen)

Identification number

S7957478C

Nominator name

Tang Ko

Nationality

Singapore Citizen

Date of birth

01 Jan 2016

Contact information

Local address

14 COLLEGE AVENUE WEST, #1-1, SINGAPORE 138611

Email address

hello321@gmail.com

Contact number

+65 9999 9999

Nomination Details

Date of nomination

01 May 2025

☒

I, Abraham Meadows, declare that:

1

All the above information submitted is true and correct to the best of my knowledge

2

I am aware I may be liable to prosecution if I submit any false or misleading information in this form

← Back

Submit →

Step 34: Upon successful submission, you will receive an acknowledgement message.

1

Update registers

2

Review and confirm

3

Complete

✓

Transaction has been approved

Your transaction has been successfully submitted and approved

Go to My Transaction

Transaction details

UEN

202505035C

Transaction ID

T250101942

Transaction name

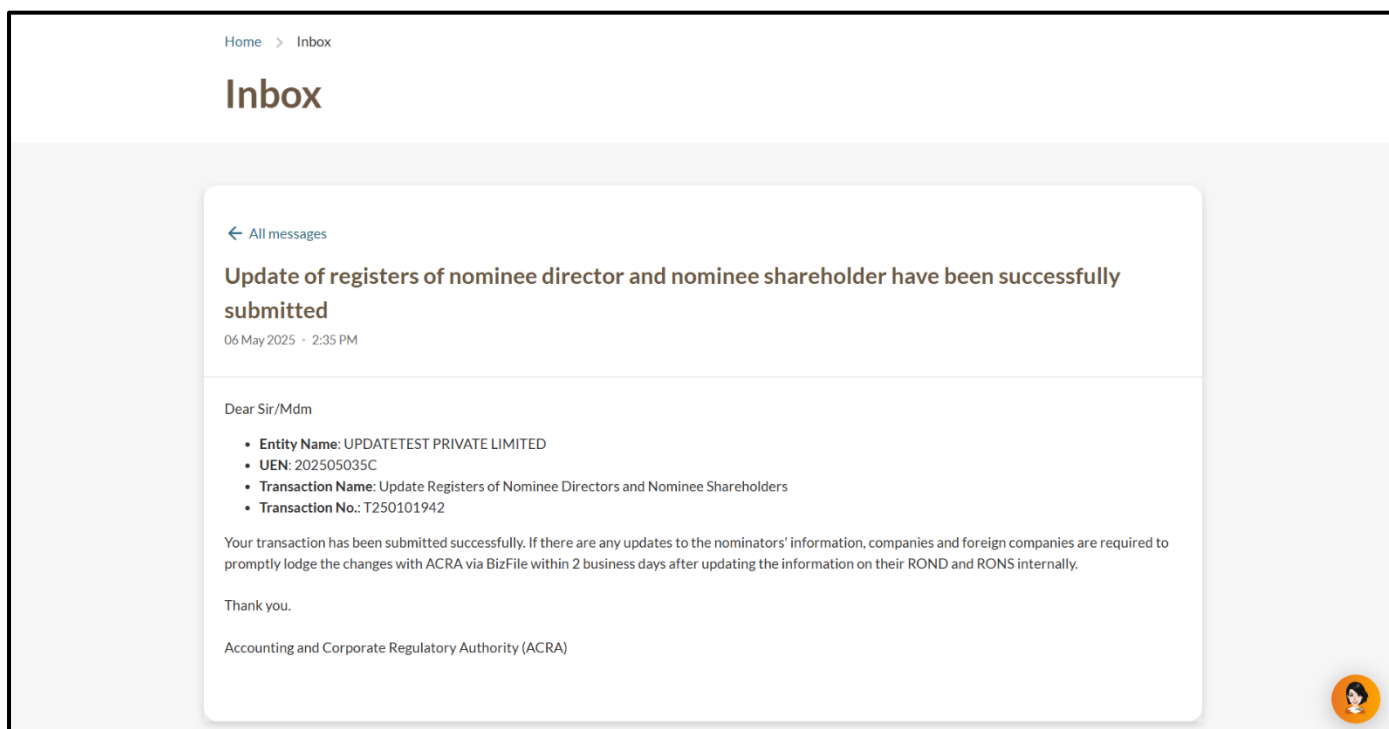
Update Registers of Nominee Directors and Nominee Shareholders

Date and time

06 May 2025 02:35 PM

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 35: A notification confirming the successful submission will be sent to your Bizfile Inbox.



2) Edit existing nominators

Step 1: On the introduction page for “**Update Registers of Nominee Directors and Nominee Shareholders**”, click “**Start**”.

[Home](#) > [Update Registers of Nominee Directors and Nominee Shareholders](#)

Update Registers of Nominee Directors and Nominee Shareholders

UPDATETEST PRIVATE LIMITED
202505035C

Introduction

This eService allows you to submit updates for the Register of Nominee Directors and Register of Nominee Shareholders information, for local companies and foreign companies, that have been lodged in the Central Registers of Nominee Directors and Nominee Shareholders maintained by ACRA.

🕒 Time to complete	10 - 20 minutes
📅 Approval time	Immediate
💰 Fee	\$0

- Legal form of the legal entity;
- Jurisdiction where the legal entity is formed;
- Statute which the legal entity is formed or incorporated;
- Name of corporate entity register of the jurisdiction in which the legal entity is formed or incorporated, (if any);
- Identification number of registration number issued to the legal entity when it was formed or incorporated, (if any);
- Email address;
- Contact number;
- Date of becoming a nominator; and
- Date of cessation as a nominator (if any)

Useful reminders

- All companies and foreign companies, unless exempted, are required to lodge the same information in their Register of Nominee Directors (ROND) and Register of Nominee Shareholders (RONS), maintained at their end, with ACRA's Central Registers of Nominee Directors and Nominee Shareholders.
- Companies and foreign companies must lodge any updates to the information in the central Registers maintained by ACRA within 2 business days after updating the information in their ROND and RONS at their end.
- Ensure that the information maintained in your own ROND and RONS is accurate and up-to-date before using this eService to lodge the information with ACRA.

Start →

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 2: Indicate if there are any active nominee directors or nominee shareholders.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes ☒ No

Does the entity have any active nominee directors or nominee shareholders?

☒ Yes ☐ No

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS
Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)
Nominator: OMER BRAY (Inactive)

+ Add a nominator

Expand all Collapse all

Step 3: If there are no active nominee directors or shareholders, cease all existing nominators listed if applicable.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes ☒ No

Does the entity have any active nominee directors or nominee shareholders?

☐ Yes ☒ No

Warning

- Please be reminded to cease existing nominators below, if applicable.

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS
Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)
Nominator: OMER BRAY (Inactive)

Step 4: Under the “**Nominee Directors**” or “**Nominee Shareholders**” section, locate and expand the details of the nominee director or nominee shareholder and click “**Edit**” to modify their details.

The first screenshot displays the "Nominee Directors" section. It contains a list of three nominees: ABRAHAM MEADOWS (Nominator: UPDATETEST PRIVATE LIMITED), ABRAHAM MEADOWS (Nominator: OMER BRAY (Inactive)), and CHARIS POTTER (Inactive) (Nominator: OMER BRAY (Inactive)). The first entry is highlighted with a red box. Below the list is a button to "Add a nominator".

The second screenshot shows the expanded details for ABRAHAM MEADOWS. The details are organized into a table under the heading "Nominator's information".

Nominator's information			
Nominee name S3143108E - Abraham Meadows	Nominator category Corporate	Is the corporate position holder registered locally? Yes	UEN 202505035C
Nominator name UPDATETEST PRIVATE LIMITED	Legal form of the legal entity Company	Country/Region of incorporation/registration Singapore	Statute under which the legal entity was formed or incorporated Companies Act
Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable) Accounting and Corporate Regulatory Authority of Singapore			

In the second screenshot, the "Edit" button is highlighted with a red box.

Step 5: Update the information as required and click **“Save”**.

Nominee Director 1

Nominee Information

Nominee name
Abraham Meadows

Nominator's Information

Nominator category

☐ Individual ☒ Corporate

Is the corporate nominator registered locally?

☒ Yes ☐ No

UEN

202505035C Retrieve information

Nominator name

UPDATETEST PRIVATE LIMITED

Legal form of the legal entity

Company

Country/Region of incorporation/registration

Singapore

Statute under which the legal entity was formed or incorporated

Companies Act

Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable)

Accounting and Corporate Regulatory Authority of Singapore

Contact information

Email address

newtanko@gmail.com

Country code

65

Contact number

99999999

Registered office address

Full address

33 PHOENIX RISE, SINGAPORE 668231

Nomination Details

Date of nomination

01 May 2025

+ Add additional information

Cancel

Save

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 6: Verify that the tag **“To be updated”** appears below the nominee director or shareholder’s name before clicking **“Review and Confirm”**.

Nominee Shareholders

Expand all Collapse all

RIA PIERCE
Nominator: TANG KO

To be updated

+ Add a nominator

Expand all Collapse all

Back Save draft Review & confirm →

Step 7: Review all entered information carefully.

Review and confirm

Please review the information below before submitting.

Register of Nominee Directors and Nominee Shareholders

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements? No

Does the entity have any active nominee directors or nominee shareholders? Yes

Nominee Directors

1. Abraham Meadows To be updated

Nominator's information

Nominator category	Is the corporate position holder registered locally?	UEN	Nominator name
Corporate	Yes	202505035C	UPDATETEST PRIVATE LIMITED

Legal form of the legal entity

Company	Country/Region of incorporation/registration	Statute under which the legal entity was formed or incorporated	Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable)
	Singapore	Companies Act	Accounting and Corporate Regulatory Authority of Singapore

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Contact information

Email address

newtanko@gmail.com

Contact number

+65 9999 9999

Registered office address

Local address

33 PHOENIX RISE, SINGAPORE 668231

Nomination Details

Date of nomination

01 May 2025

2. Abraham Meadows

Nominator's information

Nominator category

Individual

Identification type

NRIC (Citizen)

Identification number

S0652897Z

Nominator name

Omer Bray

Nationality

Singapore Citizen

Date of birth

01 Feb 2025

Contact information

Local address

50 BAYSHORE ROAD, #1-1 BAYSHORE PARK, SINGAPORE 469977

Email address

acratestmail@gmail.com

Contact number

+65 9678 7686

Nomination Details

Date of nomination

01 Mar 2025

Date of cessation

18 Mar 2025

3. Charis Potter

Nominator's information

Nominator category

Individual

Identification type

NRIC (Citizen)

Identification number

S0652897Z

Nominator name

Omer Bray

Nationality

Singapore Citizen

Date of birth

01 Feb 2025

Contact information

Local address

50 BAYSHORE ROAD, BAYSHORE PARK, SINGAPORE 469977

Email address

acratestmail@gmail.com

Contact number

+65 9678 7686

Nomination Details

Date of nomination

01 Mar 2025

Date of cessation

18 Mar 2025

Nominee Shareholders

1. Ria Pierce

To be updated

33

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 8: Tick the checkbox to complete the declaration and click **“Submit”**.

Nominator's information

Nominator category	Identification type	Identification number	Nominator name
Individual	NRIC (Citizen)	S7957478C	Tang Ko
Nationality	Date of birth		
Singapore Citizen	01 Jan 2016		

Contact information

Local address	Email address	Contact number
14 COLLEGE AVENUE WEST, #1-1, SINGAPORE 138611	newemailhello321@gmail.com	+65 9999 9999

Nomination Details

Date of nomination
01 May 2025

☒ I, Abraham Meadows, declare that:

- 1 All the above information submitted is true and correct to the best of my knowledge
- 2 I am aware I may be liable to prosecution if I submit any false or misleading information in this form

[< Back](#) [Submit →](#)

Step 9: Upon successful submission, you will receive an acknowledgement message.

1 Update registers 2 Review and confirm 3 Complete

Transaction has been approved

Your transaction has been successfully submitted and approved

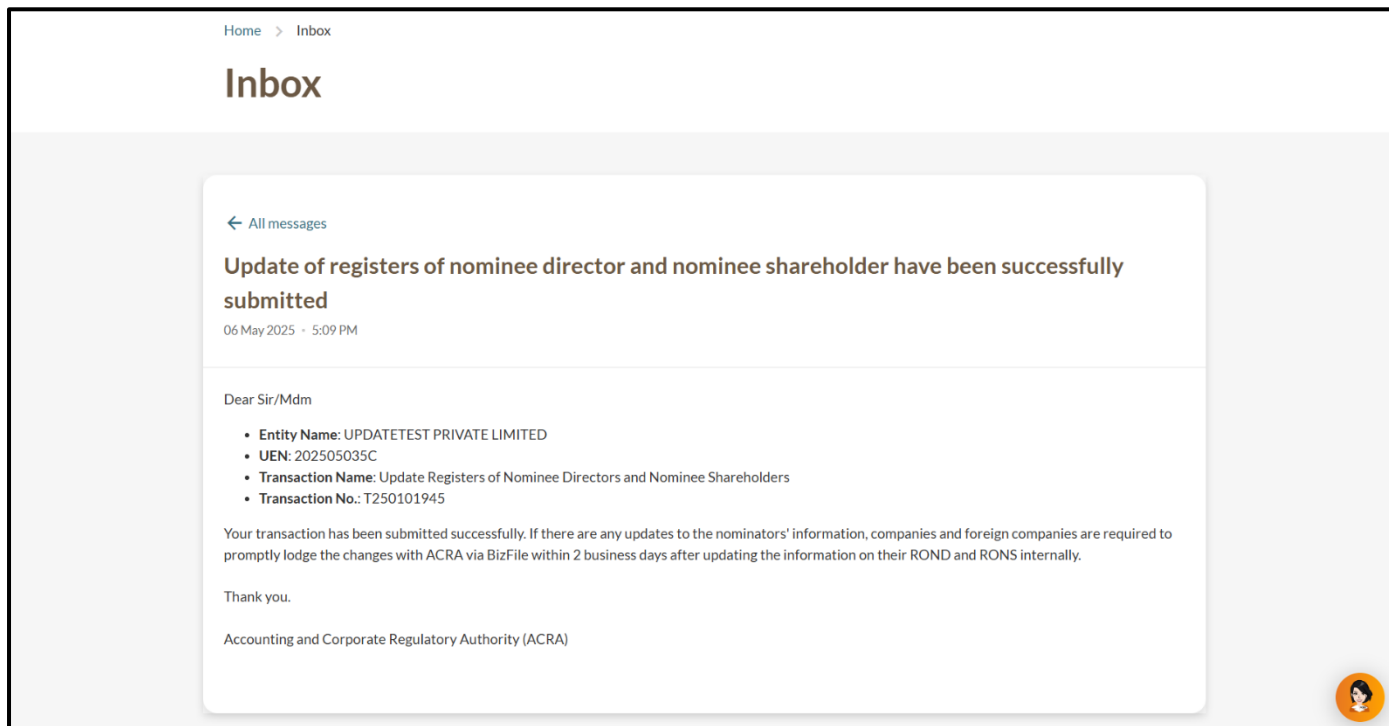
[Go to My Transaction](#)

Transaction details

UEN	Transaction ID	Transaction name	Date and time
202505035C	T250101945	Update Registers of Nominee Directors and Nominee Shareholders	06 May 2025 05:09 PM

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 10: A notification confirming the successful submission will be sent to your Bizfile Inbox.



3) Cease existing nominators

Step 1: On the introduction page for **“Update Registers of Nominee Directors and Nominee Shareholders”**, click **“Start”**.

Home > Update Registers of Nominee Directors and Nominee Shareholders

Update Registers of Nominee Directors and Nominee Shareholders

UPDATETEST PRIVATE LIMITED
202505035C

Introduction

This eService allows you to submit updates for the Register of Nominee Directors and Register of Nominee Shareholders information, for local companies and foreign companies, that have been lodged in the Central Registers of Nominee Directors and Nominee Shareholders maintained by ACRA.

🕒 Time to complete	10 - 20 minutes
📅 Approval time	Immediate
💰 Fee	\$0

- Legal form of the legal entity;
- Jurisdiction where the legal entity is formed;
- Statute which the legal entity is formed or incorporated;
- Name of corporate entity register of the jurisdiction in which the legal entity is formed or incorporated, (if any);
- Identification number of registration number issued to the legal entity when it was formed or incorporated, (if any);
- Email address;
- Contact number;
- Date of becoming a nominator; and
- Date of cessation as a nominator (if any)

Useful reminders

- All companies and foreign companies, unless exempted, are required to lodge the same information in their Register of Nominee Directors (ROND) and Register of Nominee Shareholders (RONS), maintained at their end, with ACRA's Central Registers of Nominee Directors and Nominee Shareholders.
- Companies and foreign companies must lodge any updates to the information in the central Registers maintained by ACRA within 2 business days after updating the information in their ROND and RONS at their end.
- Ensure that the information maintained in your own ROND and RONS is accurate and up-to-date before using this eService to lodge the information with ACRA.

Start →

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 2: Indicate if there are any active nominee directors or nominee shareholders.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes ☒ No

Does the entity have any active nominee directors or nominee shareholders?

☒ Yes ☐ No

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS
Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)
Nominator: OMER BRAY (Inactive)

+ Add a nominator

Expand all Collapse all

Step 3: If there are no active nominee directors or shareholders, cease all existing nominators listed if applicable.

Nominee director and nominee shareholder declaration

Is the entity exempted from the register of nominee directors and register of nominee shareholders requirements?

☐ Yes ☒ No

Does the entity have any active nominee directors or nominee shareholders?

☐ Yes ☒ No

Warning

- Please be reminded to cease existing nominators below, if applicable.

Nominee Directors

Expand all Collapse all

ABRAHAM MEADOWS
Nominator: OMER BRAY (Inactive)

CHARIS POTTER (Inactive)
Nominator: OMER BRAY (Inactive)

Step 4: Under the “**Nominee Directors**” or “**Nominee Shareholders**” section, select and expand the details of the nominee director or nominee shareholder you wish to cease.

The screenshot shows a web interface with two main sections: "Nominee Directors" and "Nominee Shareholders".

Nominee Directors

- Expand all Collapse all
- ABRAHAM MEADOWS** (highlighted with a red box)
Nominator: UPDATETEST PRIVATE LIMITED
- ABRAHAM MEADOWS**
Nominator: OMER BRAY (Inactive)
- CHARIS POTTER (Inactive)**
Nominator: OMER BRAY (Inactive)
- + Add a nominator
- Expand all Collapse all

Nominee Shareholders

- Expand all Collapse all
- RIA PIERCE**
Nominator: TANG KO

On the right side, there are two circular icons: a user profile icon and an upward arrow icon.

Step 5: Click “**Cease**”.

The screenshot shows the detailed view for "ABRAHAM MEADOWS" under the "Nominee Directors" section.

ABRAHAM MEADOWS
Nominator: UPDATETEST PRIVATE LIMITED

Cease (highlighted with a red box) Edit

Nominator's information

Nominee name S3143108E - Abraham Meadows	Nominator category Corporate	Is the corporate position holder registered locally? Yes	UEN 202505035C
Nominator name UPDATETEST PRIVATE LIMITED	Legal form of the legal entity Company	Country/Region of incorporation/registration Singapore	Statute under which the legal entity was formed or incorporated Companies Act
Name of the corporate entity register where the legal entity was formed or incorporated (Indicate "NA" if not applicable)			
Accounting and Corporate Regulatory Authority of Singapore			

On the right side, there are two circular icons: a user profile icon and an upward arrow icon.

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 6: Provide the date of cessation and click **“Save”**. The cessation date must be either the current date or a past date; future dates are not permitted.

The screenshot shows the 'Nominee Directors' section of a web application. It features a list of nominee directors. The first entry, 'Abraham Meadows', is expanded to show details: 'Nominee name: Abraham Meadows', 'Nominator name: UPDATETEST PRIVATE LIMITED', and 'Date of cessation: 01 May 2025'. The 'Date of cessation' field is highlighted with a red rectangle. Below the details, there are 'Cancel' and 'Save' buttons, with the 'Save' button also highlighted by a red rectangle. At the bottom, there are two more entries: 'ABRAHAM MEADOWS' and 'CHARIS POTTER (Inactive)', both with 'Nominator: OMER BRAY (Inactive)'. A '+ Add a nominator' button is at the bottom right. On the far right, there are two circular icons: a user profile and an upward arrow.

Step 7: Verify that the tag **“To be ceased”** appears below the nominee director or shareholder’s name before clicking **“Review and Confirm”**.

The screenshot shows the 'Nominee Shareholders' section of the web application. It features a list of nominee shareholders. The first entry, 'RIA PIERCE', is expanded to show details: 'Nominator: TANG KO' and a red tag labeled 'To be ceased'. The tag is highlighted with a red rectangle. Below the details, there is a '+ Add a nominator' button. At the bottom, there are three buttons: 'Back', 'Save draft', and 'Review & confirm →'. The 'Review & confirm →' button is highlighted with a red rectangle. On the far right, there is a circular icon showing a user profile.

Step 8: Review all information carefully.

[illegible]

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 9: Tick the checkbox to complete the declaration and click “Submit”.

1. Ria Pierce

Nominator's information

Nominator category	Identification type	Identification number	Nominator name
Individual	NRIC (Citizen)	S7957478C	Tang Ko
Nationality	Date of birth		
Singapore Citizen	01 Jan 2016		

Contact information

Local address	Email address	Contact number
14 COLLEGE AVENUE WEST, #1-1, SINGAPORE 138611	newemailhello321@gmail.com	+65 9999 9999

Nomination Details

Date of nomination

01 May 2025

☒ I, Abraham Meadows, declare that:

1 All the above information submitted is true and correct to the best of my knowledge

2 I am aware I may be liable to prosecution if I submit any false or misleading information in this form

← Back

Submit →

Step 10: Upon successful submission, you will receive an acknowledgement message.

1

2

3

Update registers

Review and confirm

Complete

✓

Transaction has been approved

Your transaction has been successfully submitted and approved

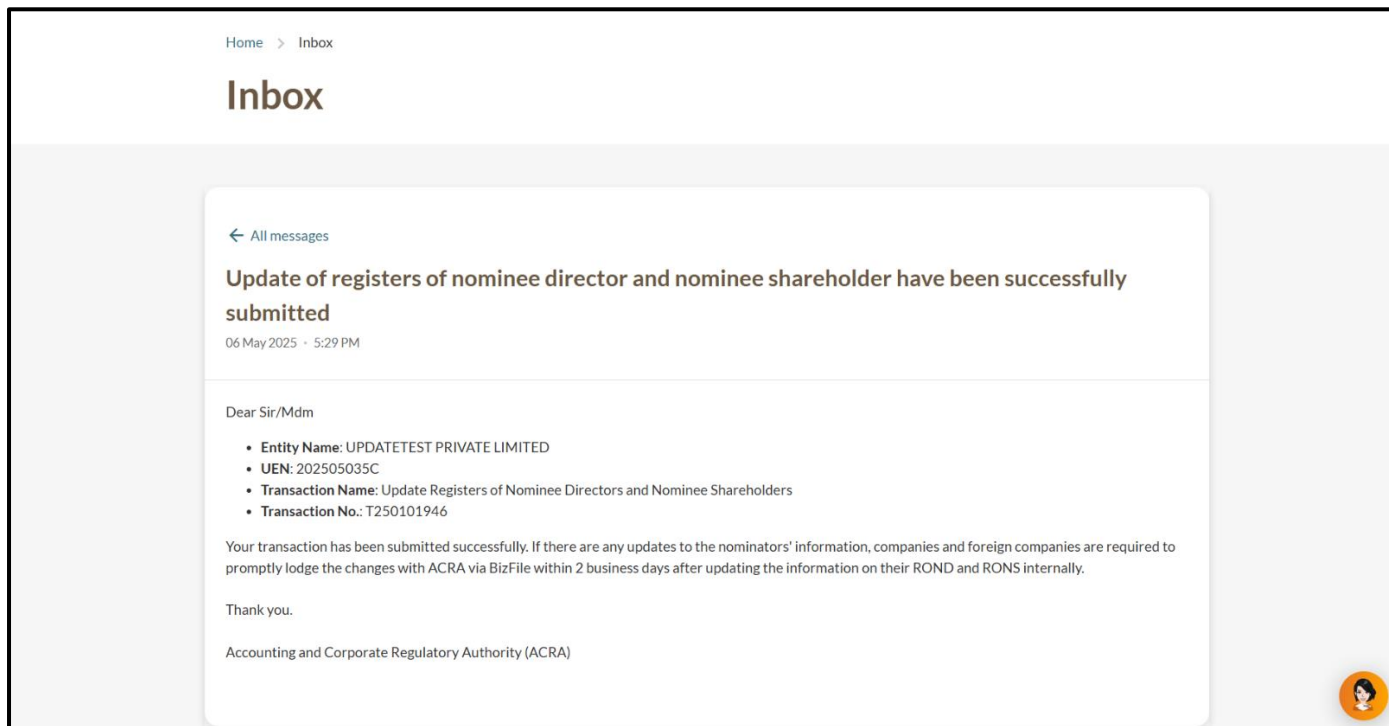
Go to My Transaction

Transaction details

UEN	Transaction ID	Transaction name	Date and time
202505035C	T250101946	Update Registers of Nominee Directors and Nominee Shareholders	06 May 2025 05:29 PM

Note: All entity and personal information (including UEN, company details, NRIC/FIN numbers, names and addresses) shown are dummy data for illustration purposes only.

Step 11: A notification confirming the successful submission will be sent to your Bizfile Inbox.



Updated as of 22 May 2025