

Step-by-step guide to applying for DTDi

Step 1: Login

Login to the incentive portal link (<https://incentives.enterprisesg.gov.sg>) via CorpPass.

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ANNOUNCEMENT

CorpPass is a new corporate digital identity for business and other entities to transact with Government agencies online. This will enhance data protection.

Reminder for CorpPass registration: Please note that with effect from 1 Sep 2018, CorpPass will be the single login method for businesses to access our digital services. This replaces SingPass and email logins. If your company has not done so, please sign up at www.corppass.gov.sg now.

For more information on CorpPass, visit www.corppass.gov.sg

For a step-by-step guide on setting up CorpPass, you can visit www.corppass.gov.sg/corppass/common/userguides

You can reach the CorpPass Helpdesk at +65 6643 0577 or support@corppass.gov.sg



If your company is applying for DTD Incentive for the first time, please register [here](#).

Step 2: Application

- Click on "Forms" tab and select the appropriate activity under which you are applying.

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Double Tax Deduction for Internationalisation

Marketing/Business Development Overseas Trips (S14B) <ul style="list-style-type: none">> DTD Overseas Market Development Trip Supports marketing and business development trips(including missions led by trade associations or ESG)	Trade Fairs Participation (S14B) <ul style="list-style-type: none">> DTD Approved Local Trade Fair Supports participation of approved trade fair in Singapore (including fairs led by trade associations or ESG)> DTD Overseas Trade Fair Supports participation of overseas trade fairs (including fairs led by trade associations or ESG)
Advertisement & Promotional Campaign (S14B)	Overseas Marketing Activities (Others) (S14B)

Enterprise Singapore, formerly International Enterprise Singapore and SPRING Singapore, is the government agency championing enterprise development. We work with committed companies to build capabilities, innovate and internationalise. We also support the growth of Singapore as a hub for global trading and startups. As the national standards and accreditation body, we continue to build trust in Singapore's products and services through quality and standards.

Visit www.enterprisesg.gov.sg for more information.

b) Fill in all the relevant fields in all the tabs ("Project", "Expenses" and "Declaration") accordingly.

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*** Indicates fields are compulsory** Compute Submit Save Cancel

This form may take you 20 mins to fill in.
You will need information such as quotations or estimates of relevant expenses to fill in the form

> **Project**

> Expenses

> Declaration

Company Information

Company Name

UEN

Project Details

Name of the Event *

Place of Event - Country * --Select--

Place of Event - City *

Start Date * (DD/MM/YYYY)

End Date * (DD/MM/YYYY)

Space/Stand Size (sqm) *

Organizer of the trip * --Select--

Please have on hand projects details e.g. name of event, place of event and project dates.

Project details required will differ for different activities.

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*** Indicates fields are compulsory** Compute Submit Save Cancel

This form may take you 20 mins to fill in.
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> Project

> **Expenses**

> Declaration

Expenses

Eligible Expenses	Amount (\$\$) excludes GST	Company Remarks
<input type="checkbox"/> Accommodation and Subsistence (Meals Only) for up to 2 overseas		
<input type="checkbox"/> Freighting of exhibits		
<input type="checkbox"/> Insurance of Exhibits		
<input type="checkbox"/> Publicity Costs (Only for Corporate Brochures, posters or product catalogue with event or trade name printed)		
<input type="checkbox"/> Space/Stand Rental		
<input type="checkbox"/> Stand Construction		
<input type="checkbox"/> Stand Decoration		
<input type="checkbox"/> Airfare		
<input type="checkbox"/> Overseas Transportation		

Please have on hand expenses incurred and declare in the table accordingly.

Eligible expenses will differ for different activities.

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- > Project
- > Expenses
- > Declaration

Declaration

I/We declare that:

1. I/We understand that DTD support is not available for companies that are already enjoying other forms of tax incentives from the government e.g. Pioneer Incentive, Development & Expansion Incentives under the Economic Expansion Incentive Act (EEIA) and e.g. PIC for Design under the Income Tax Act (ITA) etc.

I/We have verified the information furnished and confirm that it is true and correct and undertake to inform Enterprise Singapore immediately of any changes in the information given in this application. We understand that Enterprise Singapore reserves the right to withdraw its Double Tax Deduction support if there are any misrepresentations and/or false declarations in this application.

I/We agree to be bound by the [Terms of Use](#) and [Privacy Statement](#).

2. Have you received any other government incentives/concessions (e.g. incentives under the EEIA and ITA) for this project?

Yes No

If yes, please elaborate by filling in the table below:

Add

Current Incentive(s)		
Name of Incentive	Incentive Period From	Incentive Period To
No Records Added.		

Step 3: Submission

Click on the "Submit" button once you have completed all the fields.

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*** Indicates fields are compulsory** Compute **Submit** Save Cancel

- This form may take you 20 mins to fill in.
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- > Project
- > Expenses
- > Declaration

Company Information

Company Name

UEN

Project Details

Name of the Event *

Place of Event - Country * --Select--

Place of Event - City *

Start Date * (DD/MM/YYYY)

End Date * (DD/MM/YYYY)

Space/Stand Size (sqm) *

Organizer of the trip * --Select--

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Step 4: Approval-in-Principle (AIP)

After your application is supported by Enterprise Singapore, you will receive an "Approval-in-Principle (AIP)" email notification from Enterprise Singapore in your inbox.

Step 5: Evaluation Form

- a) Click on "Forms" tab. Select the type of evaluation form which you would like to submit at the bottom of the page. Select the application that you would like to submit the evaluation form for.

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Evaluation Form

Others	OMO
DTD Evaluation Form (Common) Evaluation Form for Approved-in-principal applications for ALL activity types except DTD OMO and overseas investment development activities	> DTD Evaluation Form for Overseas Development Activities Evaluation Form for Approved-in-principal applications for DTD OMO applications
For Publishers only (S14B)	
> DTD Designation Of Local Trade Publications Circulation Report Circulation Reports for DTD approved publications	

b) Fill in all the relevant fields accordingly.

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DTD Evaluation Form (Common)

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* Indicates fields are compulsory

Submit Save Cancel

- This form may take you 20 mins to fill in.
- You will need information such as quotations or estimates of relevant expenses to fill in the form

> Project Outcomes Achieved

Company Information

Company Name

UEN

Project Details

Application Reference Number

Activity Name

Event Name

Supported Expenses (S\$)

Results of the Market Development Activities

Outcomes Achieved *

Confirmed Sales (S\$) *

Under Negotiation (S\$) *

Projected Sales for next 12 Months (S\$) *

Please have on hand results of your market/investment activity.

These includes outcomes achieved, confirmed sales, under negotiation sales and projected sales for the next 12 months.

Step 6: Submission

Click on the “Submit” button once you have completed all the fields.

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* Indicates fields are compulsory

- This form may take you 20 mins to fill in.
- You will need information such as quotations or estimates of relevant expenses to fill in the form

> Project Outcomes Achieved

Company Information

Company Name

UEN

Project Details

Application Reference Number

Activity Name

Event Name

Supported Expenses (\$\$)

Results of the Market Development Activities

Step 7: Letter of Support

a) Click on the application under the “Submitted Application” section.

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Company: UEN:

Pending Task				
Application Ref No	Form Name	Company Name	Status	Submitted On
1313-00030	DTD Approved Local Trade Fair	<input type="text"/>	Pending Application ReSubmission	<input type="text"/>
1213-00102	DTD Designation Of Local Trade Publications New	<input type="text"/>	Pending Application ReSubmission	<input type="text"/>

Announcements

No Announcement

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Submitted Application				
Application Ref No	Form Name	Company Name	Status	Submitted On
2013-00012	DTD Evaluation Form (Common)		Supported	
2013-00014	DTD Evaluation Form (Common)		Supported	
2013-00013	DTD Evaluation Form (Common)		Supported	
2013-00011	DTD Evaluation Form (Common)		Supported	

b) Click on "Official Documents/ Letters" to download the Letter of Support.

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* Indicates fields are compulsory Cancel

- This form may take you 20 mins to fill in.
- You will need information such as quotations or estimates of relevant expenses to fill in the form

Application Reference Number: Company Name:

UEN: Status: Supported

- > Project Outcomes Achieved
- Processing Information
- External Clarification
- Action History
- Official Documents/Letters**
- Related Forms

Official Documents/Letters

Documents

Document Type	Document	Description	Dates Documents Attached
Letter of Support	Letter of Support <input type="text"/> pdf	Letter of Support	<input type="text"/>