

Renewing the Registration of the **LIMITED PARTNERSHIP**



ACRA
ACCOUNTING AND CORPORATE
REGULATORY AUTHORITY

The registration of a Limited Partnership (LP) is valid for one year and must be renewed annually before the expiry date. This brochure serves as a guide to the renewal of the registration.

When can I renew the LP registration?

The LP registration can be renewed three months before the date of expiry.

How do I renew the LP registration?

If you are the general partner or manager, you can choose one of the following ways to renew the registration:

- Submit an online transaction (LP renewal) via www.bizfile.gov.sg using your identification number and SingPass. This can be done from your home, office or at one of the BizFile kiosks available at ACRA office.
- Engage a “professional number holder” such as a professional firm (e.g. law firm, accounting firm or corporate service provider) or a service bureau (DP Bureau) to file the online transaction.

You need to have the following information ready before submitting your online transaction:

- SingPass/Professional Number
- Your LP’s Unique Entity Number (also known as LP registration number)

In addition, the Medisave contribution status of all partners who are Singapore Citizens and Singapore Permanent Residents must be paid up-to-date with the CPF Board.

What happens if I do not renew the LP registration?

Carrying on business after the expiry of the LP registration is an offence under the Limited Partnerships Act. ACRA may take steps to cancel the LP registration.

How much are the renewal fees?

The renewal fee is \$20 for one year.

How do I pay for the transaction?

You can pay by:

- Credit card (VISA/MasterCard/American Express)
- eNETS Debit*
- CashCard – if you have a Personal Computer Smart Card (PCSC) reader
- Deposit Service Account – for professional firms that lodge transactions on behalf of their clients

* eNETS Debit is an Internet direct debit payment service for participating banks, namely Citibank, DBS and UOB. You need Internet access and a personal Internet banking account with the participating banks to use the eNETS Debit service. This does not apply to corporate bank account users.

Frequently Asked Questions

- Q:** Does ACRA send out renewal notices to remind LPs about the expiry date and renewal?
- A:** Yes. Renewal notices are sent to the business address and the partners’ residential address about six to eight weeks before the expiry date.
- Q:** What happens if I renew the registration after the expiry date?
- A:** A penalty ranging from \$50 to \$350 may be imposed if the registration is renewed after the expiry date.
- Q:** I do not wish to carry on business after the expiry date. Do I need to renew the registration?
- A:** No. You do not need to renew the registration. You should file a Notice of Cessation of LP on/after the expiry date.
- Q:** I tried to renew my LP registration online but the system displayed a message advising me to contact the CPF Board. Why did this happen?
- A:** The message is to alert the partners that they may have outstanding Medisave issues with the CPF Board. Such issues must be resolved promptly with the CPF Board. You will be able to renew your LP registration only after all outstanding Medisave issues have been settled, and if this is done within the renewal period.

- Q:** A partner of my LP has outstanding Medisave payments with the CPF Board. Can I renew my LP registration in the meantime?
- A:** No. You will be able to renew your LP registration only after all outstanding Medisave issues have been settled with the CPF Board, and if this is done within the renewal period.

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