Step-by-Step Guide for <u>Cancellation</u> of Certificate of Registration and Hotel-keeper's Licence

S/N	Step	Screenshot
1	Go to GoBusiness	g6 solutions
	Licensing website	Welcome to GoBusiness
	https://dashboard.gobusines	Log in to GoRusiness Dashboard
	<u>s.gov.sg/login</u>	Apply for or manage your licences & accreditations.
	Log in to GoBusiness	User with or registered UEN
	Licensing using SingPass or	
	CorpPass.	Login Bright Mr. Albairo and annount 15 Bright Mr. Albairo and annount 15 Bright Mr. Albairo
	-	Need Help? Boot out 7.60
2	Go to the top menu and	Gobusiness Dashboard My Submissions Licences Accreditations Levy Help
	Licences"	
	Locate the licence you wish	My Licences
	to cancel in the list.	Juan in a Million Pte Lte
		Amend Licences
	Alternatively, use the Search bar to find your	Change Profile Submit Returns
	licence by entering the	Verify Licence
	Licence Number.	
3	For the application that you	Certificate of Registration and Hotel-Keeper's Licence HLB Active 24 Jul 2024 26 Oct 2025 Select Action V
	would like to cancel, select	Download
	"Cancel" from the list of	View Form
	actions.	Amend
		Submit Returns
4	Complete the relevant fields	Connect tab
	(if any) and click "Application Details" to go	Applications trainin You are applying to cancel Certificate of Registration and Hotel-Keeper's Licence (HLB) All fields are instructory unless stands or applicat. Proce rate that processing time may be dedeed if incomplete or insocurate information is submitted. To the other interval
		C Mittedue 1 Media to Company Dectoration
	to the next page.	
		Review and It the tolowing details for application.
		Profile Imagebag
		do appoint Co.babilit Co.babilit
		Applicant Detail
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		Company Detail Company News Extra Section Tric Company Company <
5	Indicate the "Cancellation Effective Date" and "Reason for Cancellation"	Conserved Nation Application Details to cancel Certificate of Registration and Hotel-Keeper's Licence (HLB) TRI in the Motowing dutate. Declamation
	Click on "Review Form".	Cancellation Details Cancellation Cancell
6	Review the form and ensure that all the information entered are accurate.	Convert Info Convert Info Application Databas Review Form Proce review the following details carefully. You will not be able to edit these details when you proceed to the next step. Declaration
	Click "Declaration".	Profile Incompton A composition A composition C C Book to Edit Deckaration D Deckaration D Deckaration D Deckaration D D D D D D D D D D D D D
7	Scroll and read all parts of the declaration section before ticking the check box and clicking "Submit".	For a serie of the series of

S/N	Step	Screenshot
8	Once you submit the application, the system will	We have received your application A continuation email has been sent to you.
	provide an acknowledgement page and	Application Status
	an application number which starts with "FT" (do	APPLICATION APPLICATION ID EXT. PROCESSION TIME STATUS Contribution and Hobit-Keeper's Licence IT244005876 3 working days Statement
	number as it will be your reference number for any enquiries pertaining to this application).	Next Steps Your application is being processed. We will send you an email when your application status changes. You can also log in below to check its status on your doubloard. For application enquiries, you may contact Goldenbees Helpdeck at d3363373 or email AckGoldegeritmonitigic com sg
	After the cancellation application is approved, a confirmation email will be sent to you.	Return to Dashboard →