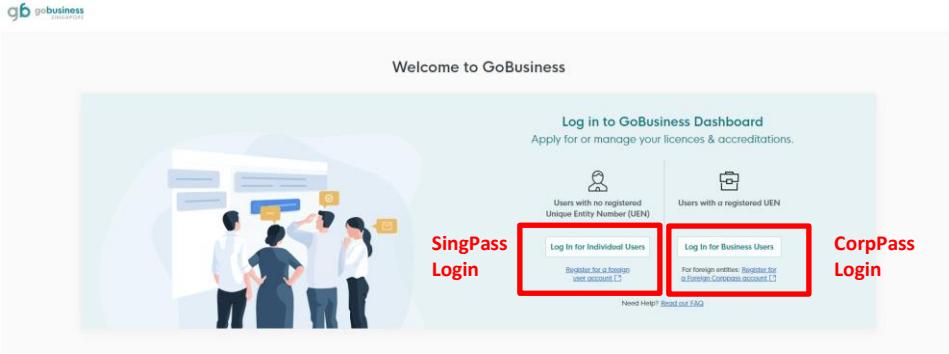
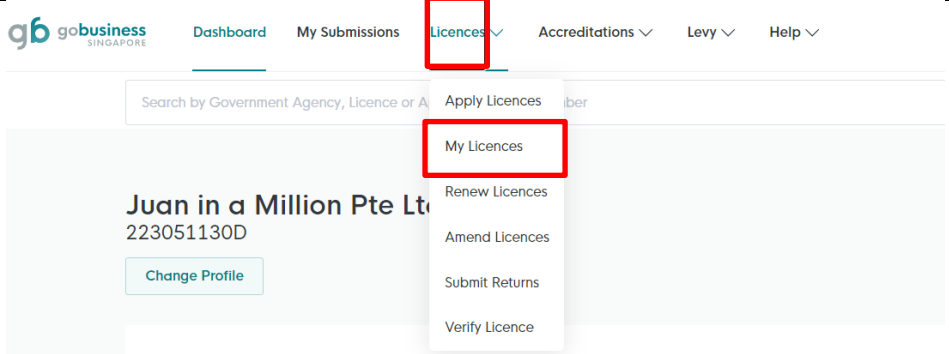
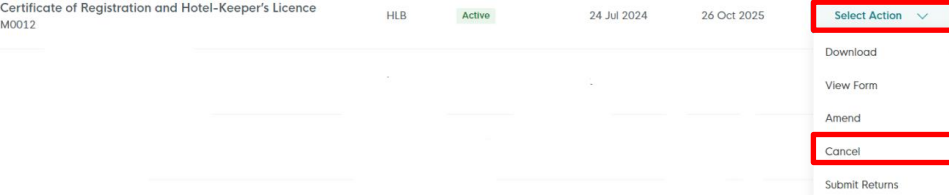
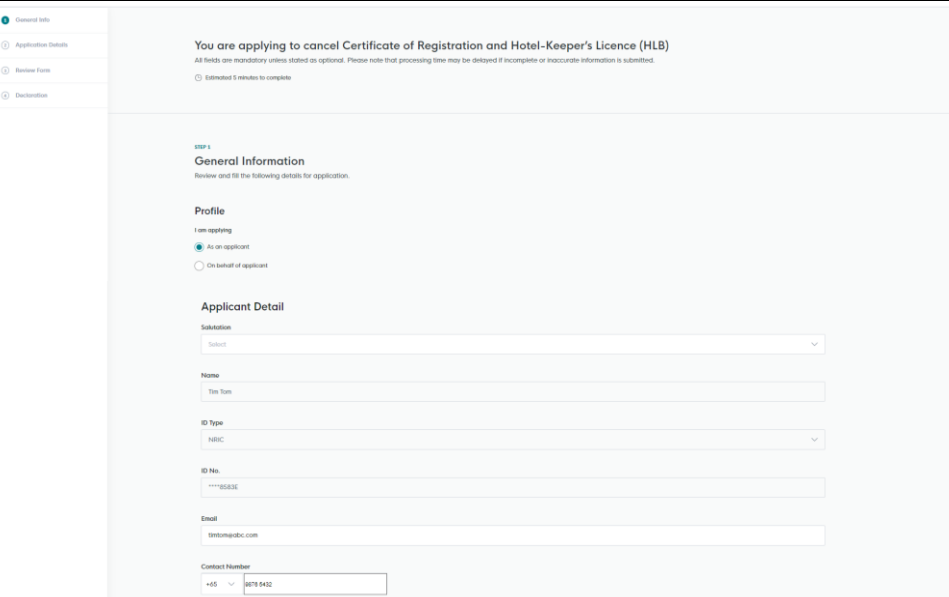
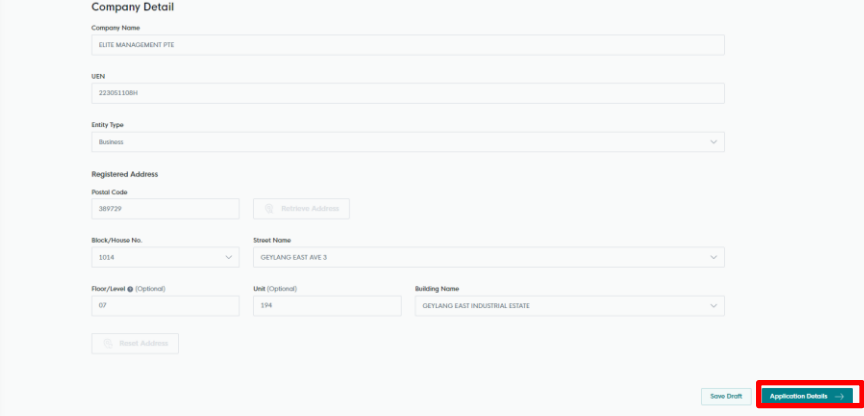
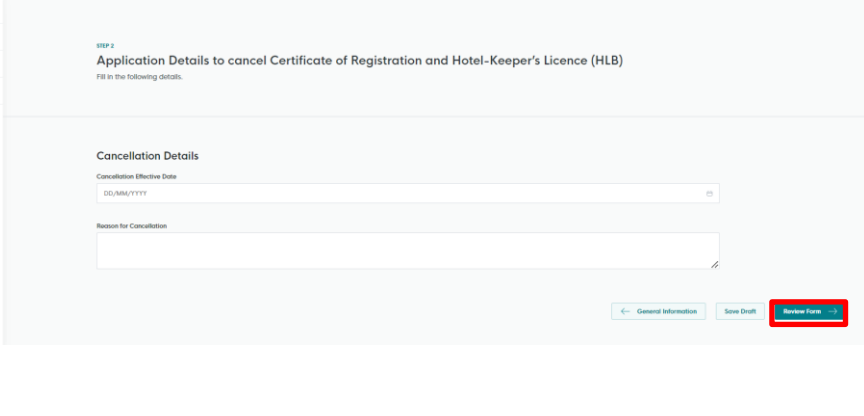
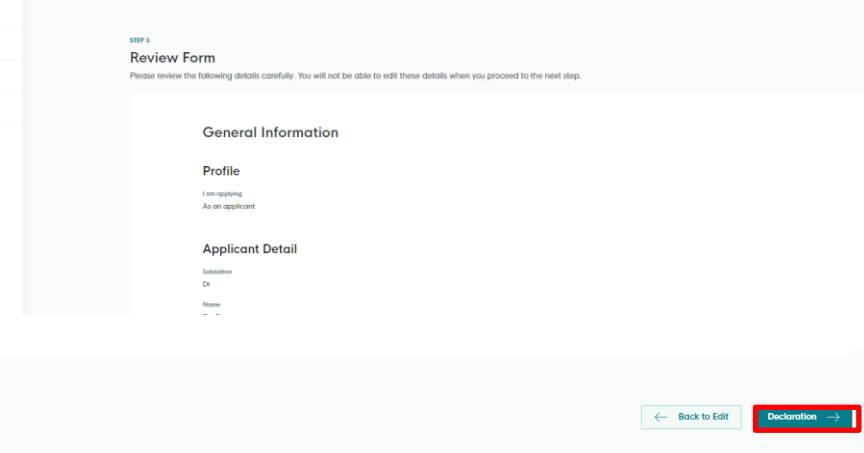
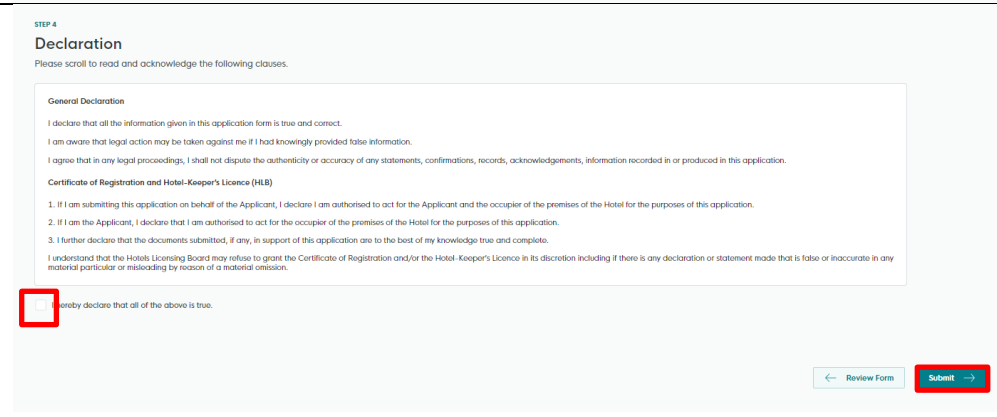
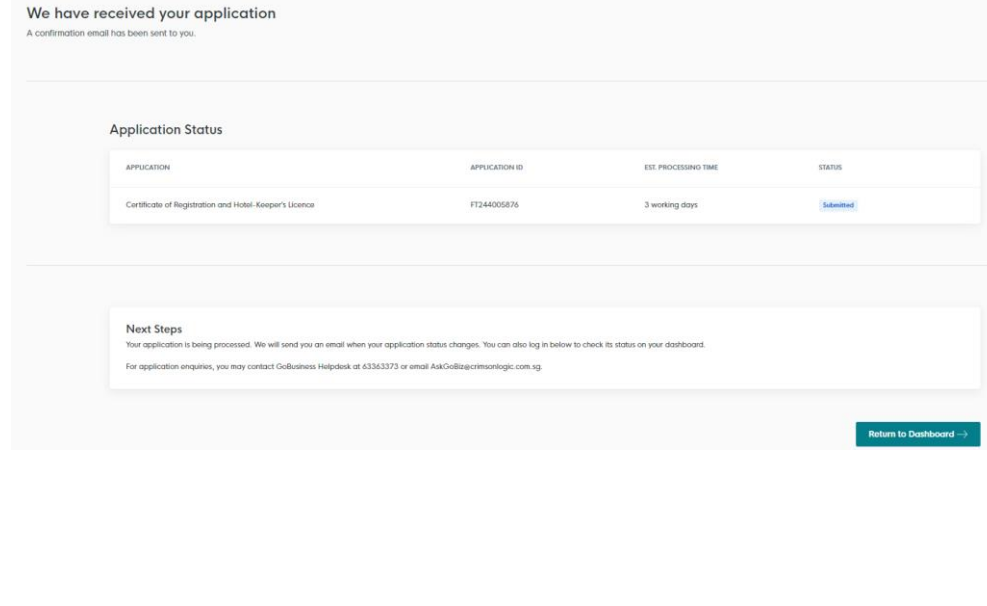


Step-by-Step Guide for Cancellation of Certificate of Registration and Hotel-keeper's Licence

S/N	Step	Screenshot
1	<p>Go to GoBusiness Licensing website https://dashboard.gobusiness.gov.sg/login</p> <p>Log in to GoBusiness Licensing using SingPass or CorpPass.</p>	
2	<p>Go to the top menu and click on “Licences” > “My Licences”</p> <p>Locate the licence you wish to cancel in the list.</p> <p>Alternatively, use the Search bar to find your licence by entering the Licence Number.</p>	
3	<p>For the application that you would like to cancel, select “Cancel” from the list of actions.</p>	
4	<p>Complete the relevant fields (if any) and click “Application Details” to go to the next page.</p>	

S/N	Step	Screenshot
		
5	<p>Indicate the “Cancellation Effective Date” and “Reason for Cancellation”</p> <p>Click on “Review Form”.</p>	
6	<p>Review the form and ensure that all the information entered are accurate.</p> <p>Click “Declaration”.</p>	
7	<p>Scroll and read all parts of the declaration section before ticking the check box and clicking “Submit”.</p>	

S/N	Step	Screenshot								
8	<p>Once you submit the application, the system will provide an acknowledgement page and an application number which starts with “FT” (do take note of this application number as it will be your reference number for any enquiries pertaining to this application).</p> <p>After the cancellation application is approved, a confirmation email will be sent to you.</p>	 <p>The screenshot displays a confirmation message: "We have received your application" with a sub-message "A confirmation email has been sent to you." Below this is a table titled "Application Status" with columns for Application, Application ID, Est. Processing Time, and Status. The table contains one entry: "Certificate of Registration and Hotel-Keeper's Licence" with Application ID "FT244005876", an estimated processing time of "3 working days", and a status of "Submitted". A "Next Steps" section follows, stating the application is being processed and providing contact information for enquiries. A "Return to Dashboard" button is located at the bottom right.</p> <table border="1" data-bbox="651 286 1528 360"> <thead> <tr> <th>APPLICATION</th> <th>APPLICATION ID</th> <th>EST. PROCESSING TIME</th> <th>STATUS</th> </tr> </thead> <tbody> <tr> <td>Certificate of Registration and Hotel-Keeper's Licence</td> <td>FT244005876</td> <td>3 working days</td> <td>Submitted</td> </tr> </tbody> </table>	APPLICATION	APPLICATION ID	EST. PROCESSING TIME	STATUS	Certificate of Registration and Hotel-Keeper's Licence	FT244005876	3 working days	Submitted
APPLICATION	APPLICATION ID	EST. PROCESSING TIME	STATUS							
Certificate of Registration and Hotel-Keeper's Licence	FT244005876	3 working days	Submitted							