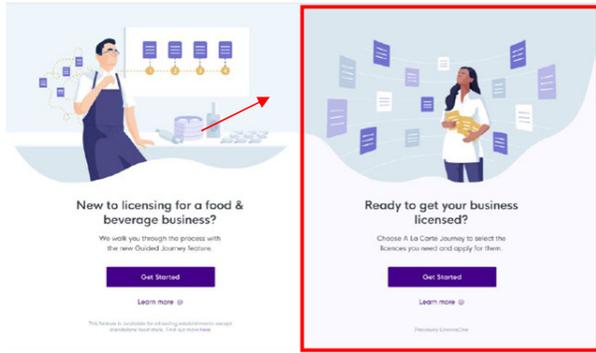
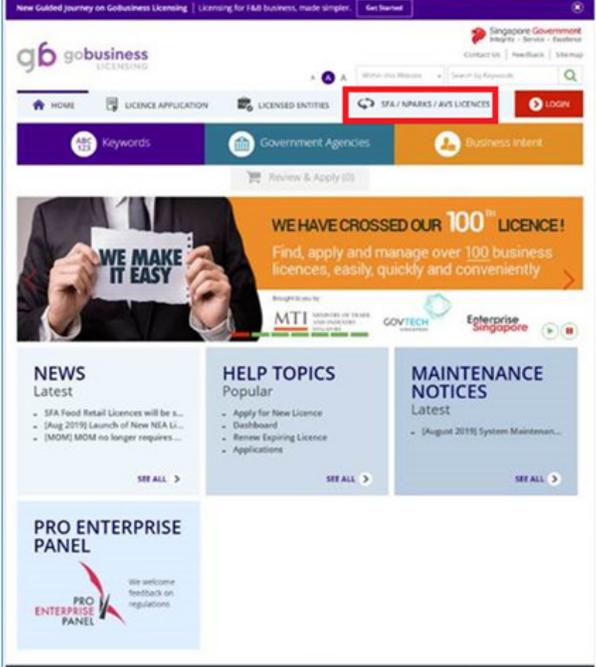
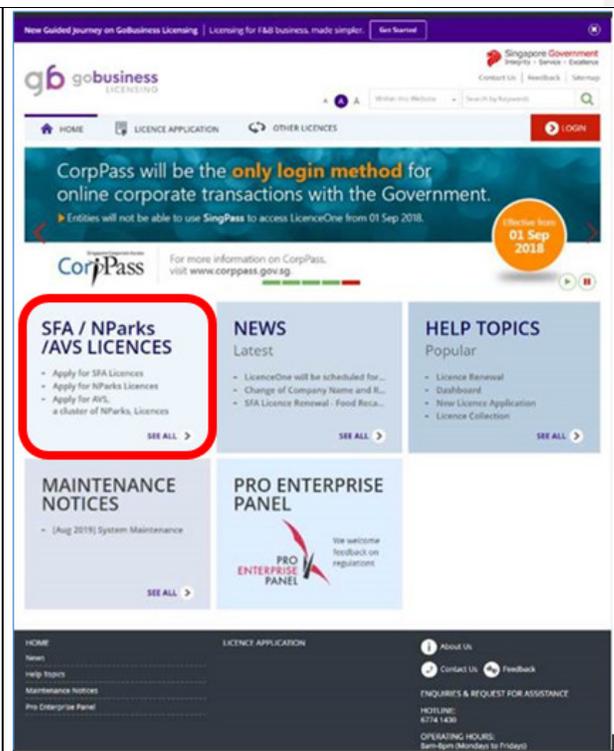


Guide to application for Veterinary Certificate

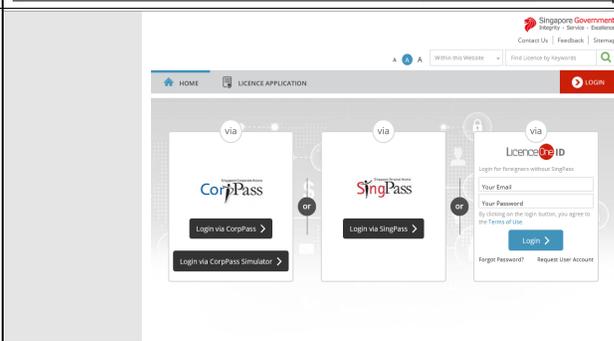
A. To submit applications online

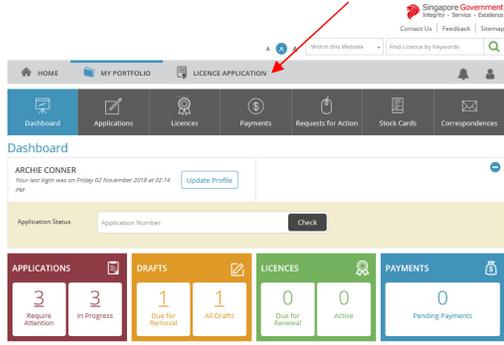
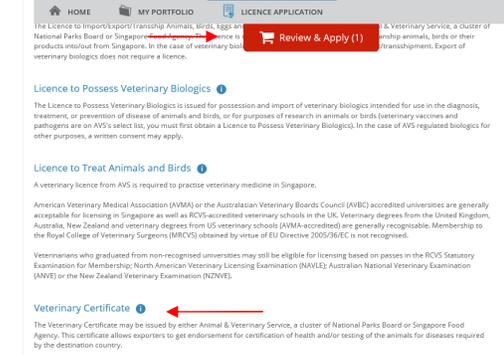
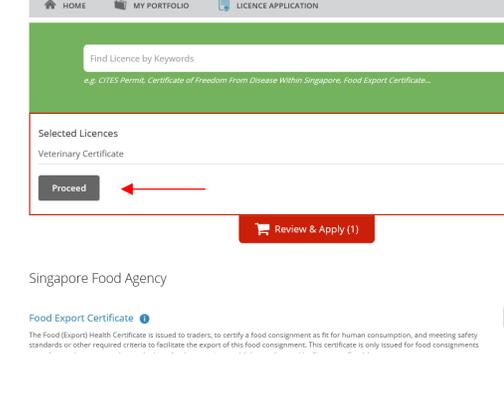
SN	Step	Screenshot
1	<p>GoBusiness Licensing Portal https://www.gobusiness.gov.sg/licences</p> <p>Select: “Ready to get your business licensed?”</p>	
2	<p>From the GoBusiness homepage, click on “SFA / NPARKS / AVS LICENCES” on the top navigation.</p>	

3 Click on “SFA / NPARKS / AVS LICENCES”



4 Log in into the system.
 For Singaporeans: Login via SingPass
 For non-Singaporeans: Login via GoBusiness ID “Login for foreigners without SingPass”
 For Company: Login via CorpPass



5	Select "Licence Application"	
6	Select "Veterinary Certificate" and click "Review and & Apply".	
7	Click on "Proceed".	

8 Ensure that the check box is ticked and click "apply"

HOME MY PORTFOLIO LICENCE APPLICATION

Apply for New Licence

You may need the following licence(s) for your business

To be applied at **LicenceOne**

<input type="checkbox"/>	Licence Name	Time to Fill	Fees & Supporting Documents	Estimated Processing Time
<input checked="" type="checkbox"/>	AVS Veterinary Certificate	30 mins	Details	2 working day(s)

To be applied at **External Agency**

Licence Name [External Link](#)

Prerequisite Licence(s)

ACRA | Registration for Companies / Business [Take me there](#)

— | Operation Address Premise

[PREVIOUS](#) [EMAIL ME](#) [APPLY](#)

9 Agree to the terms of use

Singapore Government
Integrity · Service · Excellence

HOME MY PORTFOLIO LICENCE APPLICATION ARCHIE CORNER LOGOUT

1 SELECT Licence(s) 2 ADD General Information 3 PROVIDE Application Details 4 UPLOAD Supporting Document(s) 5 REVIEW & SUBMIT Application (Payment if applicable) 6 ACKNOWLEDGEMENT

Apply for New Licence

Terms of Use

I. Agreement

- Access to this services is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
- In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
- These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.
- We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability.

II. Access To the Website

By Clicking on the checkbox, I agree to be bound by the Terms of Use

Commented [KFH(1):

10 Check the "Applicant's information" and complete the "Applicant information", "Applicant address", and "Mailing address".

Click "next".

Applicant Address

Address Type * Local Foreign

Street Name * KITCHENER LINK

Floor Number 01

Type of Premises * Office

Postal Code * 207229 [Retrieve Address](#)

Block/House Number 2

Unit Number 02

Building Name CITY SQUARE RESIDENCES

Mailing Address

Applicant Address [Copy](#)

Address Type * Local Foreign

Street Name *

Floor Number

Type of Premises * Office

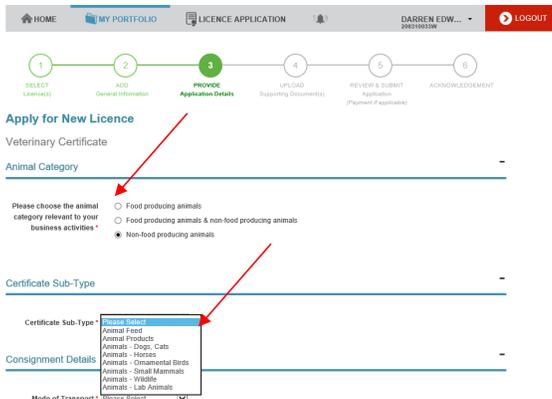
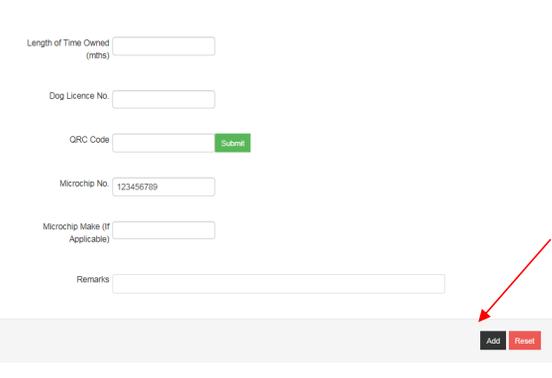
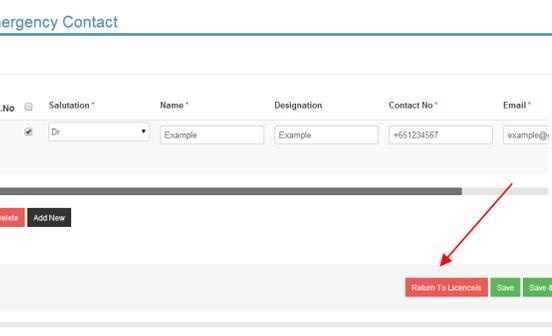
Postal Code * [Retrieve Address](#)

Block/House Number

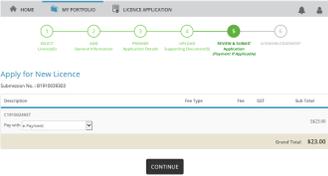
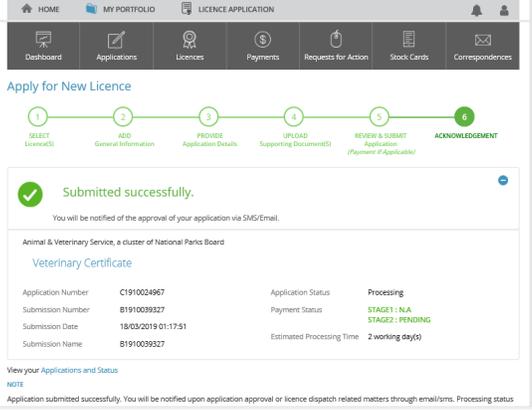
Unit Number

Building Name

[Next](#) [Save as Draft](#) [Save as Draft & Exit](#)

<p>11 Select the relevant radio button at “Animal Category” and “Certificate Sub-Type” from the Licence Details.</p>	
<p>12 Filled in all the information as required in the application form. Click “Add”.</p>	
<p>13 Complete “Emergency Contact”. Click “Save” and “Return to Licences”.</p>	
<p>14 Attach any appropriate documents. Click “Next”.</p>	

15	Under "Information Review", check that your application details are correct.	
16	Click on the declaration under "General". Click "Proceed with payment mode selection".	
17	Click 'Yes' to confirm submission of application	

18	<p>Select payment mode, and then click 'Continue'.</p> <p>Note: Payment is only to be made after approval of this application.</p>	
19	<p>An acknowledgement will be received after your application is submitted successfully.</p>	

Additional Information

There are 2 types of Veterinary Certificates: Watermarked Certificates and Manually Endorsed Certificates.

For Watermarked Certificates:

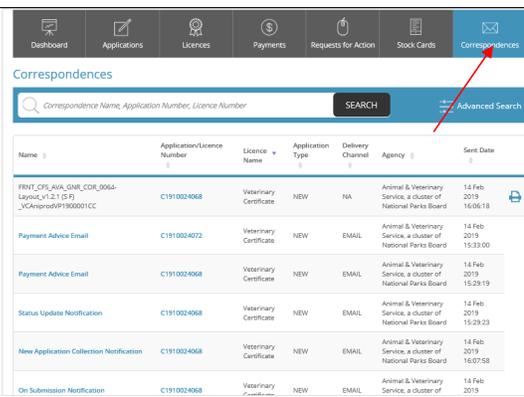
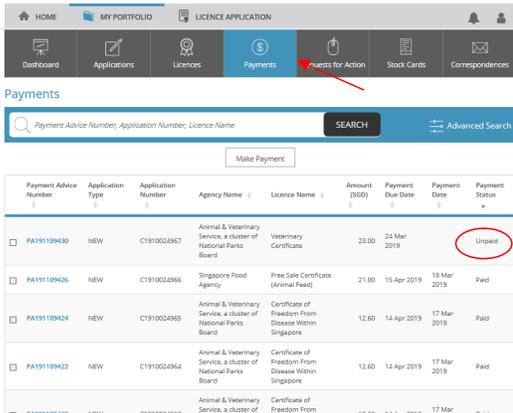
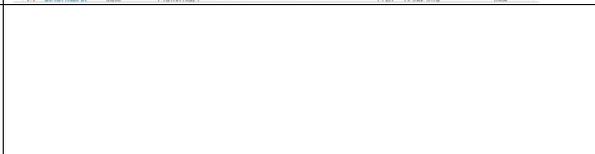
- The certificate would be issued the next working day (Express Service) or 2 working days (Normal Service) after submission of complete supporting documents
- The cost of each certificate is S\$46 (Express Service) and S\$23 (Normal Service).
- You can only make a payment after the application is approved.
- After payment, you will need to wait for NParks/AVS to prepare and generate the certificate. You can collect the watermarked certificate from NParks/AVS Service Centre, or print it with a compatible printer which supports printing of watermarked features. Kindly refer to <https://www.gobusiness.gov.sg> for a list of compatible printers.

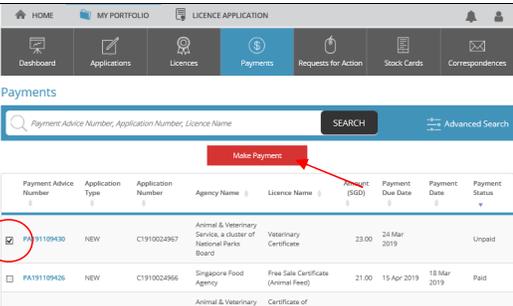
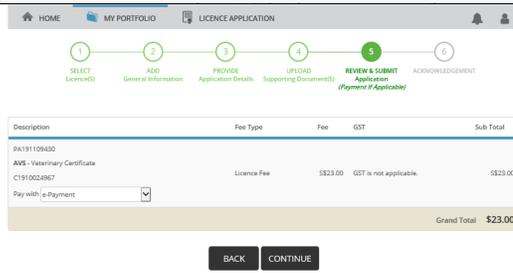
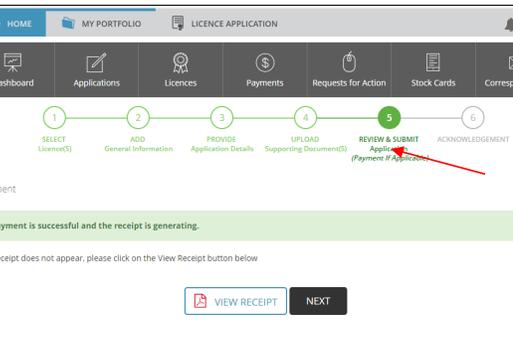
For Manually Endorsed Certificates:

- You need to first bring your pet to a veterinary clinic for health examination and for your veterinarian to endorse the template health certificate of destination country. Then, all the original documents including the template health certificate signed by your veterinarian, and original supporting documents such as vaccination records and rabies serology report are to be submitted to NParks/AVS Service Centre.
- The certificate would be issued the next working day from complete submission of supporting documents.

- The cost of each certificate is S\$23. You can only make a payment after the application is approved.

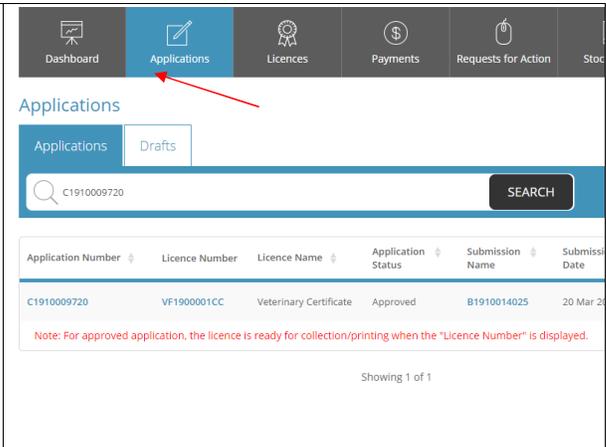
B. After the application has been approved - PAYMENT

<p>20 An email will be sent to your email address after your application has been approved.</p> <p>Click "Correspondences" tab on the email notifications.</p>	
<p>21 Click "Payment" tab.</p> <p>Payment status will show "Unpaid".</p>	
<p>22 Select the checkbox of the application which you wish to make payment for.</p> <p>Click "Make Payment".</p>	

		
23	Click "Continue" to make payment.	
24	After successful payment, you may click on "view receipt" to see the receipt or click "next" to exit the page.	

C. After the application has been approved – PRINTING YOUR LICENCE

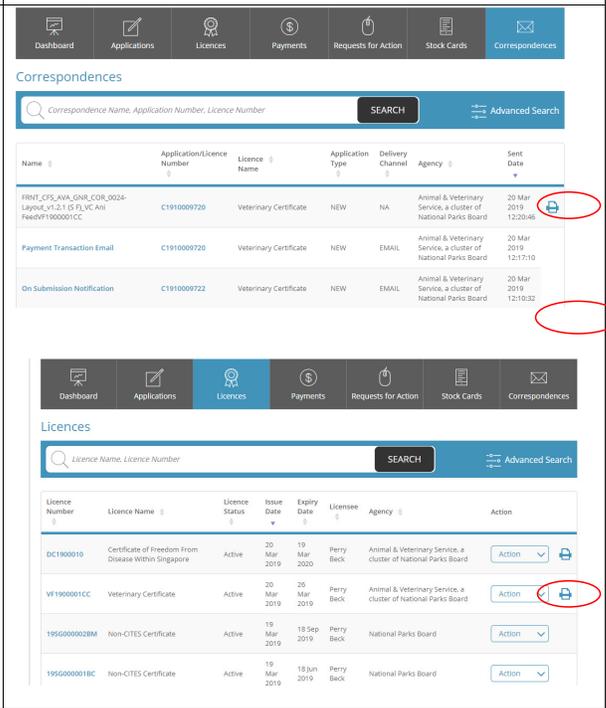
25	Click "Application" to check the status of the application.	
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26 You may print the certificate by clicking the 'printer icon' available in "Correspondences" and "Licences" tab.

Note: To proceed with this step only if you have confirmed that your printer is listed on the list of compatible printer for printing watermarked certificates. Otherwise, please collect the certificate from AVS Service Centre.

There is only one print count for each certificate. Kindly ensure your printer is in good working condition.



27 Click "Print (New)" for printing.

The screenshot displays a web application interface with a 'Warning!' dialog box overlaid. The dialog box contains a 'Document Name' field with the text 'PRINT_CPS_AVA_GNR_CDR_0024-Layout_v1.2:1 (5 F)_VC Ani FeedvF1900001CC' and a 'Watermarked' checkbox checked. Below the fields is a note: 'Note: The new print option is the convenient way to print watermarked documents. The transition period end date to move to new'. At the bottom of the dialog are three buttons: 'PRINT', 'PRINT (NEW)', and 'CLOSE'. A red arrow points to the 'PRINT (NEW)' button. The background shows a table with the following columns: Name, Application/Licence Number, Licence Name, Application Type, Delivery Channel, Agency, and Sent Date. The table contains one row of data: 'New Application Collection', 'C1910009720', 'Veterinary Certificate', 'NEW', 'EMAIL', 'Animal & Veterinary Services, a cluster of', and '25 Mar 2019'.

Name	Application/Licence Number	Licence Name	Application Type	Delivery Channel	Agency	Sent Date
New Application Collection	C1910009720	Veterinary Certificate	NEW	EMAIL	Animal & Veterinary Services, a cluster of	25 Mar 2019