

New Food Shop Licence Application

A food shop refers to a shop operating in an independent unit such as a takeaway kiosk, snack counter, restaurant, etc. Meanwhile, a food stall refers to a stall set up in a canteen, coffee shop/eating house or food court.

Note: Food shop licences **cannot be issued to stalls within a canteen, coffee shop / eating house or food court.*

This licence can be applied for by individuals, societies registered with MHA or entities registered with ACRA. Potential licensees can apply on their own or appoint a filer to do so.

NEW: From 1 September 2022, licence applicants would need to submit the Certificate of Stamp Duty issued by Inland Revenue Authority of Singapore (IRAS), alongside the Tenancy Agreement or Letter of Consent, when uploading the supporting documents for the application.

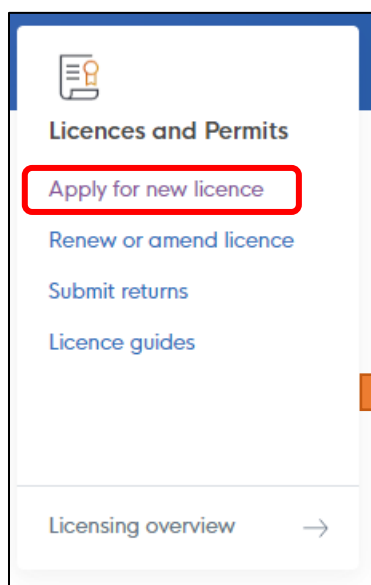
For main operators of canteens, food courts, and coffee shops / eating houses that are collecting the stamp duties and paying them on the stall holders' behalf as part of the tenancy management process, please provide a copy of the Certificate of Stamp Duty to your stall holders to facilitate their food stall licence applications.

Logging into GoBusiness portal

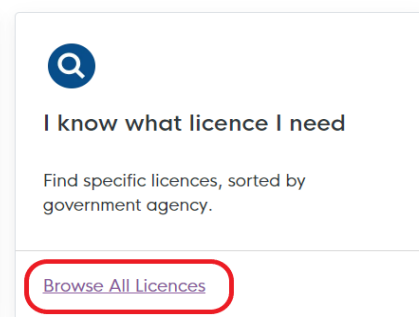
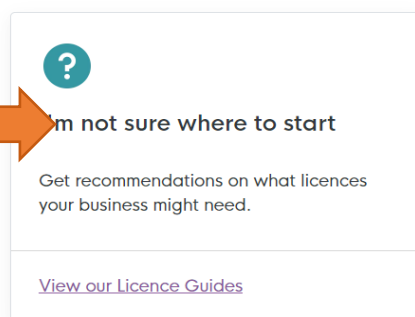
Step 1 Directly apply for the [Food Shop Licence](#) and go to [Step 2](#)

OR

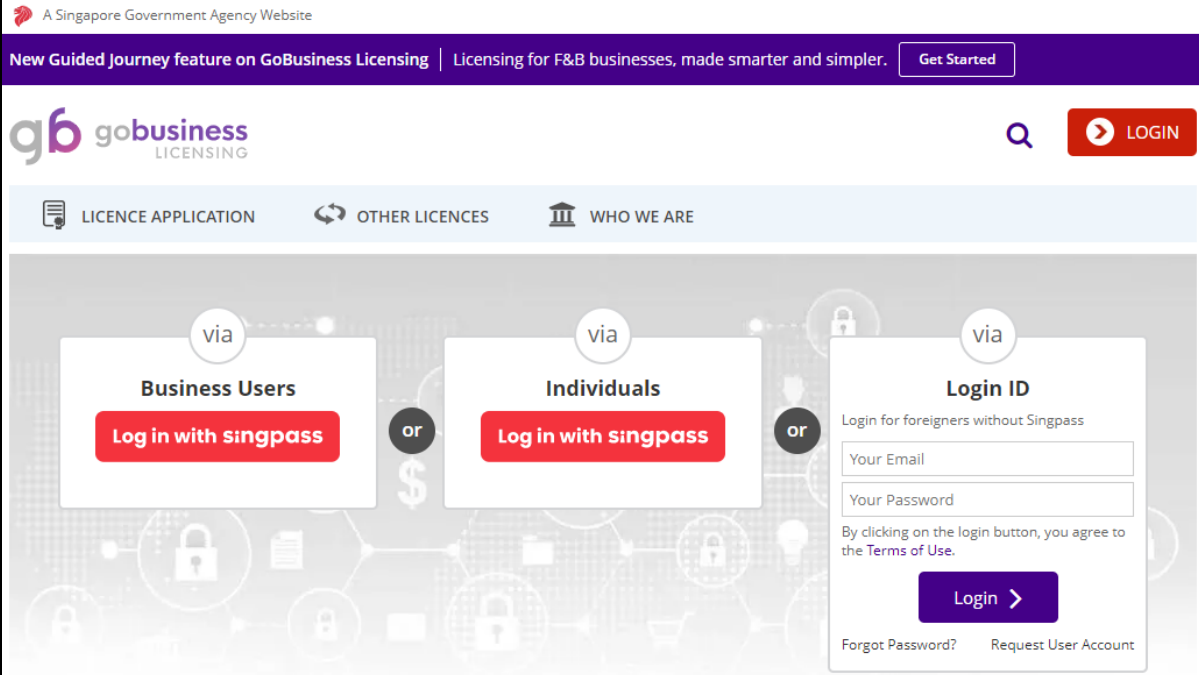
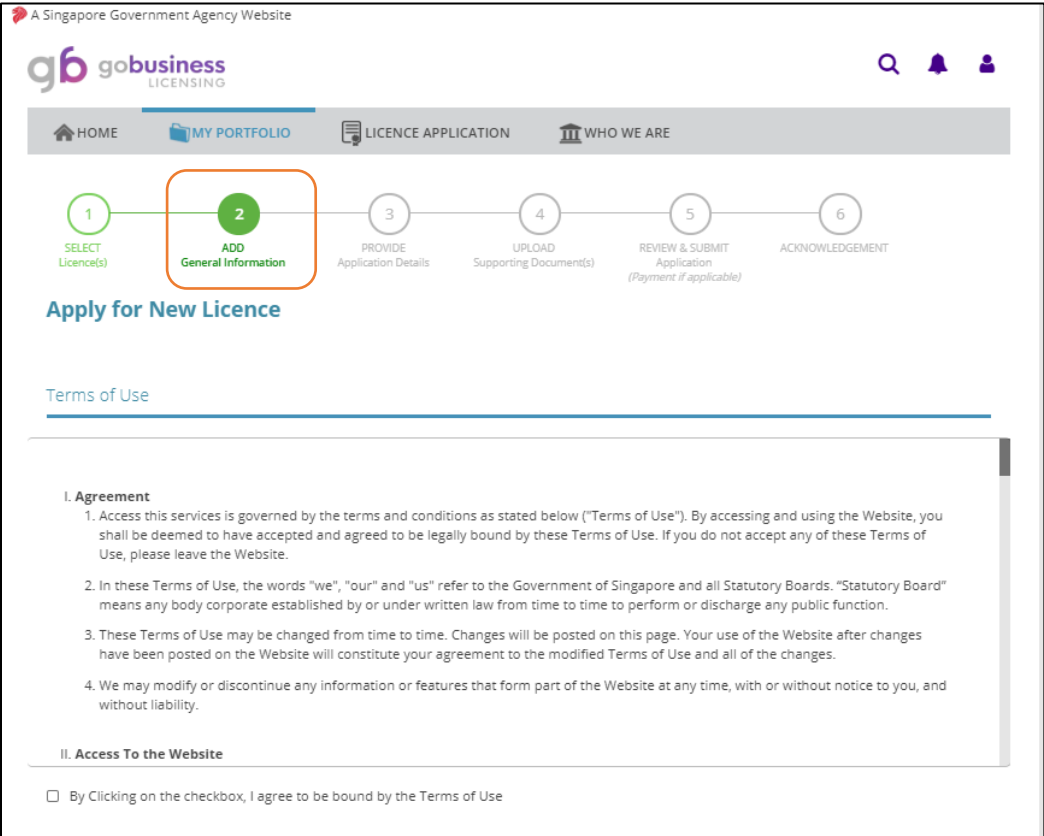
Visit <https://www.gobusiness.gov.sg/licences/>. Under "Licences and Permits, click "Apply for New Licence", then click on "Browse All Licences".



Apply for new licence



Search for "Singapore Food Agency". Look for Food Shop Licence and click on "Apply on GoBusiness Licensing".

		
Step 4	<p>Please have your layout plan drawn to scale in metric units ready. This will need to be uploaded in Step 4 of the licence application process.</p> <p>For Vending Machine applications, it is mandatory to attach the business proposal of the vending machine operations and the equipment layout of the vending machine.</p> <p>Incomplete applications will be rejected.</p>	
Licence Application		
Step 1	<p>You are brought to Step 2 ADD General Information of the licence application process. You will need to provide information about your company or yourself (depending on who is meant to be the licence holder). Details such as licensee name, applicant address, and mailing address are required.</p> 	

Profile

I am applying ☒ as an Applicant
☐ on behalf of Applicant

MyInfo

☒ Use MyInfo

Please click [here](#) for MyInfo details

Applicant/Licensee Information

Note: Name, Nationality, Gender, Date of Birth, Home Tel Number, Mobile Number and Email address are taken from MyInfo for your convenience.

Salutation *	<input type="text"/>	Designation	<input type="text"/>
Name *	<input type="text"/>	Office Number	<input type="text"/>
Citizenship *	<input type="text" value="SINGAPORE CITIZEN"/>	Home Number	<input type="text"/>
Gender *	<input type="radio"/>	Fax Number	<input type="text"/>
Date Of Birth *	<input type="text"/>	Mobile Number *	<input type="text"/>
	Format: dd/mm/yyyy	Email Address *	<input type="text"/>
Primary Mode of Contact *	<input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number <input type="radio"/> Office Tel Number	Alternative Email Address	<input type="text"/>
		<input type="checkbox"/> Tick if you prefer to receive status updates of licence application via SMS	

Applicant Address

Address Type *	<input type="radio"/> Local <input type="radio"/> Foreign <input type="radio"/> Non Standard <input checked="" type="radio"/> Standard	Street Name *	<input type="text"/>
Type of Premises *	<input type="text"/>	Floor Number	<input type="text"/>
Postal Code *	<input type="text"/> <input type="button" value="Retrieve Address"/>	E.g. 05-01 Key in:05	
	Please enter your postal code and click "Retrieve Address".	Unit Number	<input type="text"/>
Block/House Number	<input type="text"/>	E.g. 05-01 Key in:01	
		Building Name	<input type="text"/>

Mailing Address

Applicant Address	<input type="button" value="Copy"/>	Street Name *	<input type="text"/>
Address Type *	<input checked="" type="radio"/> Local <input type="radio"/> Foreign <input checked="" type="radio"/> Standard	Floor Number	<input type="text"/>
Type of Premises *	<input type="text"/>	E.g. 05-01 Key in:05	
Postal Code *	<input type="text"/> <input type="button" value="Retrieve Address"/>	Unit Number	<input type="text"/>
	Please enter your postal code and click "Retrieve Address".	E.g. 05-01 Key in:01	
Block/House Number	<input type="text"/>	Building Name	<input type="text"/>

Step 2A

Here, you need to provide information about your intended business. This segment asks for the business operating address.

Select **[Retail Outlet]** from the drop-down list under “Type of Premises.

A Singapore Government Agency Website

gb **gobusiness**
LICENSING

HOME MY PORTFOLIO LICENCE APPLICATION WHO WE ARE

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

Food Shop Licence (SFA)

Organisation/Business Operating Address

Type of Premises * Please Select

Postal Code * Retrieve Address
Please enter postal code and click on Retrieve Address button

Block/House Number Please Select

Street Name *

Building Name

Type of Premises * Please Select

Postal Code * Retrieve Address
Please enter postal code and click on Retrieve Address button

Block/House Number

Street Name * Show Room Warehouse Others

Building Name

Level and Unit Number

Level

Unit Number

Add Reset

S.No		Level	Unit Number	Action
				Delete

**Step
2B**

Here, you would need to provide more specific information about your intended business such as Business Name, operating hours, etc.

Select the most relevant option from the drop-down list under “Brief description food business”. The list begins with **[Bakery]** and ends with **[Snack Counter]**.

Application Details

Business Name (As displayed at premises or on signboard)

Business Operating Hours - 24hrs * ☒ No ☐ Yes

If not 24hrs - From *

To *

Brief description of food business *

Please Select



Brief description of food business *

Please Select



Please Select

Bakery
Bakery (Retail without baking)
Canteen (Construction Site)
Canteen with Catering
Canteen with stalls
Canteen with stalls (School)
Canteen without stalls
Coffeeshop/Eating House
Food Cart (Take Away)
Food Caterer
Food Court
Food Vending Machines
FoodShop selling takeaway foods
Foodshop (Market Produce)
Foodshop (Pets Allowed)
Grilling and Sale of Grilled Meat Products
In-house Kitchen
Mobile Food Wagon
Others (Please give brief description of trade)

continued

Brief description of food business *

Please Select



Canteen with stalls (School)
Canteen without stalls
Coffeeshop/Eating House
Food Cart (Take Away)
Food Caterer
Food Court
Food Vending Machines
FoodShop selling takeaway foods
Foodshop (Market Produce)
Foodshop (Pets Allowed)
Grilling and Sale of Grilled Meat Products
In-house Kitchen
Mobile Food Wagon
Others (Please give brief description of trade)
Private Market
Pubs, Bars, Nightclub, Discos
Restaurant
Restaurant with Catering
Sales of Herbal Tea
Snack Counter

****Note that this section is dynamic. Different fields will appear depending on the food business that you are setting up. Please refer to [Annex A](#) for the different fields to be filled in based on the food business chosen.**

**Step
2C**

Provide information on your food hygiene personnel. Select the most relevant “Role” and “Course Type Attended”. You can continually click “Add” if you have details of more than one personnel to submit. Details of the relevant personnel will be seen at the bottom of the page.

At least one food handler personnel details must be submitted

Food Hygiene Officers are only required for the following types of food businesses:

- Restaurant
 - Housed in two or more adjacent units in private and HDB shophouses; or
 - With kitchen area exceeding 16m²
- Caterer
- Canteen
- Food court


Food Safety Management System (FSMS) Personnel are for food businesses which need to implement FSMS (such as caterers and those permitted to cater).

Food Hygiene Personnel Details

NRIC / FIN *	<input type="text"/>	<input type="button" value="Retrieve"/>	Name of Food Handler *	<input type="text"/>
Date of Birth *	<input type="text"/>	<input type="button" value="Calendar"/>	Gender *	<input type="text" value="Please Select"/>
Citizenship *	<input type="text" value="Please Select"/>		Work Permit Expiry Date	<input type="text"/>
Role *	<input type="text" value="Please Select"/>		Course Passed Date *	<input type="text"/>
Course Type *	<div> Please Select Food Handler Food Hygiene Officer Food Safety Management System Personnel </div>			<input type="text"/>
Contact No.	<input type="text" value="+65"/>		Email Address	<input type="text"/>

Role *	<input type="text" value="Please Select"/>	<input type="button" value="Add"/>	<input type="button" value="Reset"/>
Course Type *	<div> Please Select Basic Food Hygiene Course Certificate Food Hygiene Officer Course Certificate Food Safety Management System Course Certificate </div>	Course Passed Date *	<input type="text"/>
Contact No.	<input type="text" value="+65"/>	Email Address	<input type="text"/>

	<div data-bbox="236 141 1329 409"> <table border="1"> <thead> <tr> <th>S.No</th> <th><input type="checkbox"/></th> <th>NRIC / FIN</th> <th>Name of Food Handler</th> <th>Date of Birth</th> <th>Gender</th> <th>Citizenship</th> <th>Work Permit Expiry Date</th> <th>Role</th> <th>Course Type</th> <th>Course Passed Date</th> <th>Contact No.</th> <th>Email Address</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td colspan="14"><div>Delete</div></td> </tr> </tbody> </table> </div> <p>**Check with the training provider or SkillsFuture SG (SSG) if you are uncertain of the course passed date.</p>	S.No	<input type="checkbox"/>	NRIC / FIN	Name of Food Handler	Date of Birth	Gender	Citizenship	Work Permit Expiry Date	Role	Course Type	Course Passed Date	Contact No.	Email Address	Action	<div>Delete</div>													
S.No	<input type="checkbox"/>	NRIC / FIN	Name of Food Handler	Date of Birth	Gender	Citizenship	Work Permit Expiry Date	Role	Course Type	Course Passed Date	Contact No.	Email Address	Action																
<div>Delete</div>																													
Step 2D	<p>Provide information on the emergency contact here. Click “Next” once completed.</p> <p><u>Emergency Contact</u></p> <hr/> <table border="1"> <thead> <tr> <th>S.No</th> <th><input type="checkbox"/></th> <th>Salutation *</th> <th>Name *</th> <th>Designation</th> <th>Contact Number *</th> <th>Email *</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>1</td> <td><input type="checkbox"/></td> <td>Please Select</td> <td></td> <td></td> <td>+65</td> <td></td> <td><div>×</div></td> </tr> </tbody> </table> <div> <div>Delete</div> <div>Add New</div> </div> <div> <div>< Previous</div> <div>Next ></div> <div>Save as Draft</div> <div>Save as Draft & Exit</div> </div>	S.No	<input type="checkbox"/>	Salutation *	Name *	Designation	Contact Number *	Email *	Action	1	<input type="checkbox"/>	Please Select			+65		<div>×</div>												
S.No	<input type="checkbox"/>	Salutation *	Name *	Designation	Contact Number *	Email *	Action																						
1	<input type="checkbox"/>	Please Select			+65		<div>×</div>																						
Step 3	<p>Upload the layout plan drawn to scale in metric units here. The rest of the documents can be given during the pre-licensing inspection stage.</p> <p>For <u>Vending Machine applications</u>, it is mandatory to attach the business proposal of the vending machine operations and the equipment layout of the vending machines.</p> <p>Incomplete applications will be rejected.</p>																												


🔍 🔔 👤

🏠 HOME
📁 MY PORTFOLIO
📄 LICENCE APPLICATION
🏛️ WHO WE ARE

1

2

3

4

5

6

SELECT Licence(s)

ADD General Information

PROVIDE Application Details

UPLOAD Supporting Document(s)

REVIEW & SUBMIT Application (Payment if applicable)

ACKNOWLEDGEMENT

Apply for New Licence

Food Shop Licence (SFA)

Document Name	Type	Attachment	Action
Planning Permission/Change of Use approval Approval from URA/HDB for the use of the premises <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
A copy of Applicant's NRIC A copy of NRIC if application is under Individual <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
Letter of authorization (if filer option is selected) Letter of authorization from applicant for the filer to act on behalf <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
Layout plan of the premises Layout Plan (to scale) <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 5 MB</i>	ONLINE		Attach
Floor plan (location plan) Floor plan to indicate the location of premises <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 5 MB</i>	ONLINE		Attach
Tenancy Agreement/ Letter of consent Tenancy Agreement/ Letter of consent <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 5 MB</i>	ONLINE		Attach
Pest Control Contract Pest Control Contract <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
Cleaning programme/schedule Cleaning programme/schedule <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
Basic food hygiene certificate/Refresher food hygiene certificate and Work Permit Photocopy of food handler's basic food hygiene certificate/refresher food hygiene certificate and Work Permit <i>Acceptable File Format: GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 2 MB</i>	ONLINE		Attach
Others Others <i>Acceptable File Format: DOC,DOCX,GIF,JPG,PNG,PDF</i> <i>Acceptable File Size: maximum 5 MB</i>	ONLINE		Attach


< Previous
Next >
Save as Draft
Save as Draft & Exit




Refers to equipment layout plan of the premises, showing placement of exhaust, chillers, freezers, ovens, wash basins, taps, etc





Step 4

After uploading the layout plan (and business proposal for Vending Machine applications), review the entire application before submitting it.

You will receive an acknowledgement once successfully submitted.



 HOME
  MY PORTFOLIO
  LICENCE APPLICATION
  WHO WE ARE

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

Information Review

Applicant Type

Agree to Use Myinfo Data

Salutation

Name

Citizenship

Gender

Date Of Birth

Designation

Applicant info will be displayed here

Home Number

Fax Number

Mobile Number

Email Address


Alternative Email Address

Primary Mode of Contact





Tick if you prefer to receive status updates of licence application via SMS

Applicant info will be displayed here

	<div>General</div> <hr/> <p>1 I declare that all the information given in this application form is true and correct. <input type="checkbox"/></p> <p>I am aware that legal action may be taken against me if I had knowingly provided false information.</p> <p>I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.</p> <div>Food Shop Licence (SFA)</div> <hr/> <p>1 I agree that Singapore Food Agency (SFA) would only be able to process applications when all relevant supporting documents are received and are in proper order. <input type="checkbox"/></p> <p>The Singapore Food Agency collects personal information to carry out its various functions and duties under the Singapore Food Agency Act 2019 in Singapore and any other related purposes.</p> <p>I hereby consent to SFA's use of the information provided by me in the course of any application I have made to the SFA to facilitate the processing of such application for such purposes.</p> <p>I hereby further consent to SFA sharing the information in such application with other Government agencies, or non-government entities authorized to carry out specific government services, unless prohibited by legislation.</p> <div> < Previous Save as Draft Submit </div>	
Confirmation that application was successfully submitted		
Step 1	<p>Go back to “My Portfolio” and click on the “Applications” tab in between “Dashboard” and “Licences”.</p> <p>Successfully submitted applications can be viewed under the “Applications” tab next to the “Drafts” tab. These applications follow this naming format: CYY12345678 (where YY=year, followed by 8 digits).</p> <p>Any previous applications that were saved as drafts and not submitted, can be viewed under “Drafts”. These drafts follow this naming format: BY12345678 (where YY=year, followed by 8 digits).</p>	

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New Guided Journey feature on GoBusiness Licensing | Licensing for F&B businesses, made smarter and simpler.
Get Started

MY PORTFOLIO
LICENCE APPLICATION
OTHER LICENCES
WHO WE ARE

Dashboard
Applications
Licences
Payments
Requests for Action
Stock Cards
Correspondences

Applications

Applications
Drafts

SEARCH
Advanced Search

Delete Selected

<input type="checkbox"/> Draft Number	Type	Licence Name	Created Date	Action
<input type="checkbox"/> B2110021968	NEW	Food Stall Licence	15 Feb 2021 18:21:36	Action
<input type="checkbox"/> B2110021967	NEW	Food Stall Licence	15 Feb 2021 18:20:08	Action
<input type="checkbox"/> B2110021964	NEW	Food Stall Licence	15 Feb 2021 18:19:15	Action
<input type="checkbox"/> B2110021955	NEW	Food Shop Licence	15 Feb 2021 18:18:14	Action

Showing 4 of 4

TO NOTE: Draft applications

Draft applications that are inactive for a month will be automatically withdrawn.

You will receive an email notification reminding you to act on your draft.

Sample email

Draft Notification: B2110074868 will be removed on 24 Jun 2021



Inbox x

noreply@crimsonlogic.com

Tue, Jun 15, 2:15 AM

to

Date: 15 Jun 2021

Dear Applicant name

Please be informed that the draft will be removed on 24 Jun 2021 if you do not make any changes or submit the draft application. Draft is saved during licence application and will be a valid application upon submission.

The draft details are as follows:

Draft Number	: B2110074868
Agency Name	: Singapore Food Agency
Licence Name	: Food Shop Licence
Application Type	: NEW
Creator	: Creator name
Date Created	: 25 May 2021

You may refer to our online [Help](#) on how to retrieve drafts.

Note: Please ignore this notification if you have submitted the required application. No further action is required.

For more details, please visit <https://licence1.business.gov.sg/licence1/authentication/showLogin.action>

If you have any enquiry, please email us at licences-helpdesk@crimsonlogic.com.sg. Alternatively, you may contact us at (+65) 6774 1430.

This is a system generated notification, please do not reply.

Notification of application approval and Licence Payment

**Step
1**

You will be notified via email when the application has been approved.

Sample notification

GoBusiness Licensing - Application Approval Notification

Action Date : 01/07/2022 13:05:14

Action By :

To : **Applicant's email ID**

Dear **Applicant's Name**

We refer to your NEW application.

Please note that your licence has been approved. You may commence business immediately after making payment.

	<p>Application Number : C2110012345</p> <p>Application Type : NEW</p> <p>Applicant :</p> <p>Licence Name :</p> <p>Agency : Singapore Food Agency</p> <p>Application Status : Approved</p>																		
	<p>For more details, please visit https://licence1.business.gov.sg/licence1/authentication/showLogin.action</p> <p>If you have any enquiry, please email us at licences-helpdesk@crimsonlogic.com.sg. Alternatively, you may contact us at (+65) 6774 1430.</p> <p>This is a system generated notification, please do not reply.</p>																		
Step 2	<p>You will receive a payment notification via email informing that you can pay for your licence.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>With effect from 1 January 2022, SFA no longer issues hard copy licences and licensees who are holding a licence to operate food shop, food stall, hawker stall or supermarket from SFA are required to self-print their licence via GoBusiness Licensing (Self Service) portal.</p> <p>If you require your licence urgently, please pay online via GoBusiness as payment via AXS kiosk, m-station and e-station is only available 2 to 3 days AFTER approval.</p> </div> <p>Sample notification</p> <p>GoBusiness Licensing - Outstanding Payment Notification</p> <hr/> <p>Action Date : 30/06/2022 15:17:45 Action By : To : Applicant's email</p> <p>Dear Applicant's name</p> <p>We are writing to inform that you have an outstanding payment of 195.00 for your NEW application. Please make the payment by 28 Jul 2022, or else your application will be expired/withdrawn automatically in system after 28 Jul 2022. You will not be able to make payment when your application is expired/withdrawn and you will be required to make a new licence application.</p> <p>Please disregard this notification if you have already made the outstanding payment or you have a GIRO arrangement with the Singapore Food Agency.</p> <hr/> <table border="0"> <tr> <td>Application Number</td> <td>:</td> <td>C22100 12345</td> </tr> <tr> <td>Application Type</td> <td>:</td> <td>NEW</td> </tr> <tr> <td>Licence Name</td> <td>:</td> <td>Food Shop Licence</td> </tr> <tr> <td>Licensee Name</td> <td>:</td> <td></td> </tr> <tr> <td>Payment Due Date</td> <td>:</td> <td>28 Jul 2022</td> </tr> <tr> <td>Payable Amount (S\$)</td> <td>:</td> <td>195.00</td> </tr> </table>	Application Number	:	C22100 12345	Application Type	:	NEW	Licence Name	:	Food Shop Licence	Licensee Name	:		Payment Due Date	:	28 Jul 2022	Payable Amount (S\$)	:	195.00
Application Number	:	C22100 12345																	
Application Type	:	NEW																	
Licence Name	:	Food Shop Licence																	
Licensee Name	:																		
Payment Due Date	:	28 Jul 2022																	
Payable Amount (S\$)	:	195.00																	

You may make payment via the following options:

List of available payment methods for SFA licences:

- e-Payment via LicenceOne
- GIRO (only applicable for Renew)
- AXS*

*Please note that payment made via AXS will take 2-3 days to process. As such, you are advised to make payment one week before payment due date. Your application will lapse if payment is not received before payment due date.

For Payment (GIRO):

Note: If you have a GIRO arrangement with SFA for licence fee payment, the system will automatically process the payment via GIRO.

For Payment (Non-GIRO):

Note: Please proceed with payment promptly.

For information on how to make payment via LicenceOne, please refer to online guide

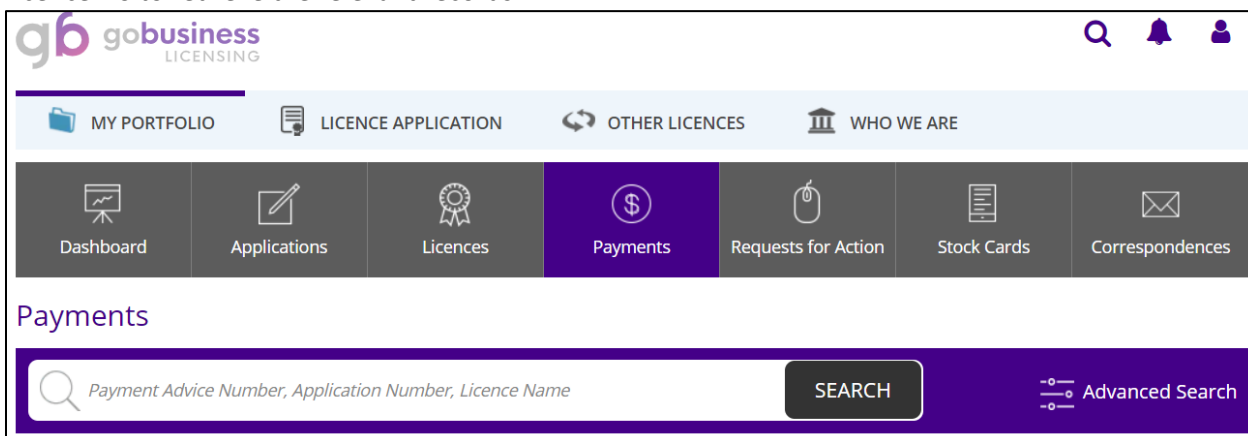
<https://licence1.business.gov.sg/licence1/authentication/showLogin.action/guidelines/web/help-internet/payment-management>.

For AXS payment, please use GoBusiness Licensing/G2B application number to retrieve the record.

Step 3

Option 1: Payment via GoBusiness

Under “My Portfolio”, go to the “Payments” tab and key in the Payment Advice No, Application No OR Licence No to retrieve the relevant records.



Option 2: Payment via AXS kiosk, m-AXS or [e-AXS](#)

As indicated in Step 2, you can only pay via AXS 2 to 3 days AFTER application approval.

AXS kiosks



- Select Services » Government » SFA » Certificates/Licences/Other Services

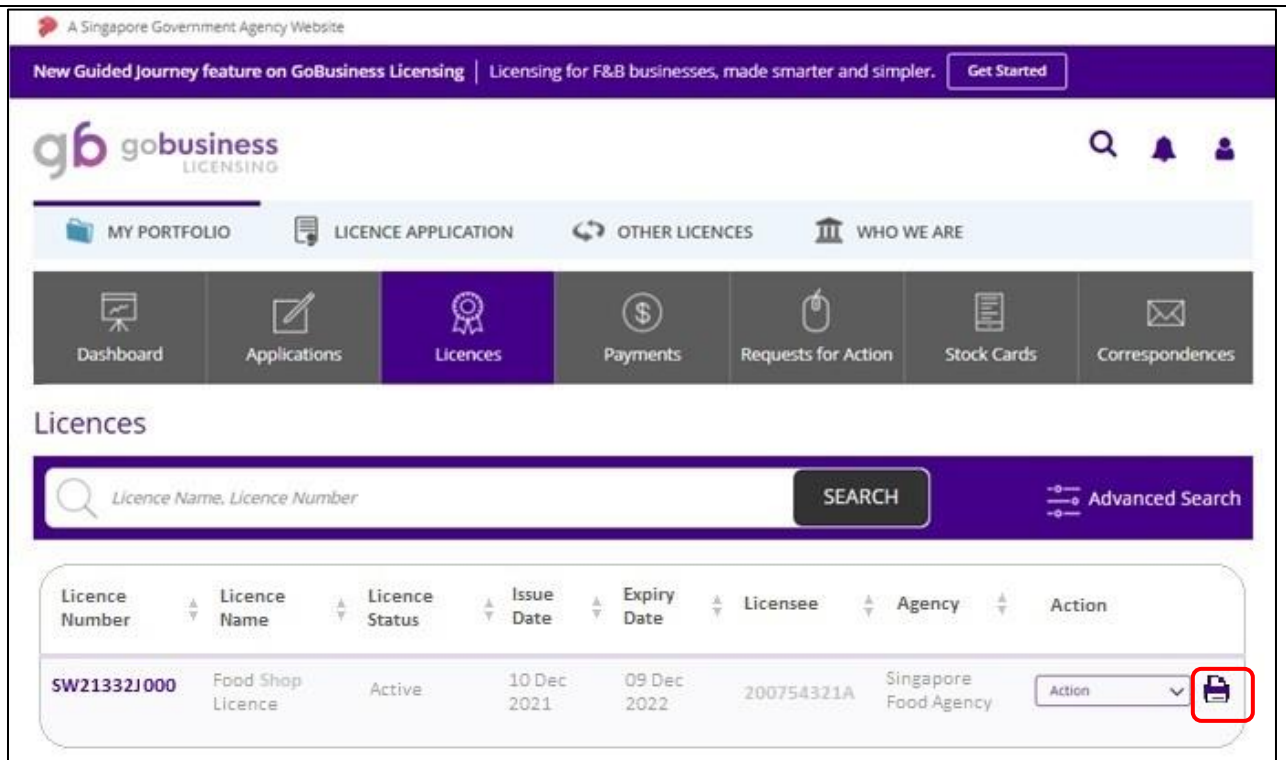
AXS [e-station \(website\)](#) or m-station (mobile app)

- Select eServices » Government » SFA » Certificates/Licences/Other Services

You will view either of these:

e-Station

	<div> <div>eServices</div> <div>e-Services - SFA</div> <div>Please enter your details.</div> <div>  </div> <div>Please enter your customer number (usually UEN, NRIC or FIN) if you wish to pay for multiple invoices or applications.</div> <div> Customer Number : <input type="text"/> </div> <div>If you wish to pay for a single invoice/ application, please enter the following details:</div> <div> Application/Invoice Number : <input type="text"/> </div> <div>Note : Please allow up to 2 working days for your payment to be updated.</div> <div> <div>Back</div> <div>Continue</div> </div> </div>	
	<div>m-Station</div> <div> <div>< Account Details Retrieve</div> <div>  </div> <div>Government - SFA - Certificates/Licences/Other Services</div> <div>Please enter your customer number (usually UEN, NRIC or FIN) if you wish to pay for multiple invoices or applications.</div> <div>Customer Number</div> <div>If you wish to pay for single invoice/application, please enter the following details.</div> <div>Application/Invoice Number</div> <div>Note: • Please allow up to 2 working days for your payment to be updated.</div> </div>	
Self-printing of licence		
	Please follow these steps to self-print your licence.	
Step 1	Log in to GoBusiness as shown above	
Step 2	At the dashboard, click on the “Licences” tab. Option 1: Select the relevant licence and click on the printer icon.	



A Singapore Government Agency Website

New Guided Journey feature on GoBusiness Licensing | Licensing for F&B businesses, made smarter and simpler. [Get Started](#)


gb gobusiness LICENSING

MY PORTFOLIO LICENCE APPLICATION OTHER LICENCES WHO WE ARE

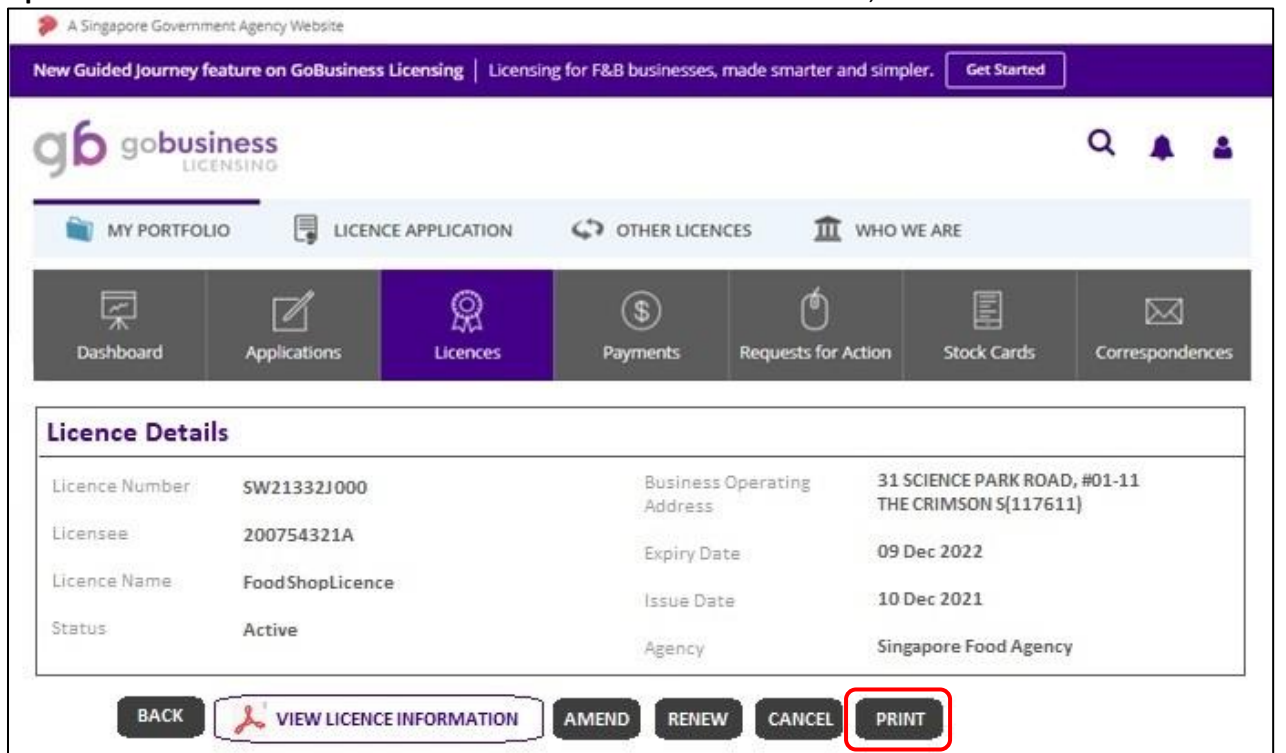
Dashboard Applications **Licences** Payments Requests for Action Stock Cards Correspondences

Licences

Search: Licence Name, Licence Number [SEARCH](#) [Advanced Search](#)

Licence Number	Licence Name	Licence Status	Issue Date	Expiry Date	Licensee	Agency	Action
SW21332J000	Food Shop Licence	Active	10 Dec 2021	09 Dec 2022	200754321A	Singapore Food Agency	Action 

Option 2: Click on the relevant licence to view licence details. Thereafter, click on “Print”.



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Licence Details

Licence Number	SW21332J000	Business Operating Address	31 SCIENCE PARK ROAD, #01-11 THE CRIMSON S(117611)
Licensee	200754321A	Expiry Date	09 Dec 2022
Licence Name	FoodShopLicence	Issue Date	10 Dec 2021
Status	Active	Agency	Singapore Food Agency

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Step 3

A pop up will appear. Click on “Print” to proceed to print your licence.

Warning!

	Document Name	Watermarked
<input checked="" type="radio"/>	FOOD SHOP LICENCE CERTIFICATE SW21332J000	N
<input type="radio"/>	FOOD SHOP COVER LETTER SW21332J000	N

PRINT

CLOSE

Annex A – Application Details section (Different fields to be filled in depending on type of food business)
Full list of Food Businesses

1. Bakery	14. Foodshop (Market Produce)
2. Bakery (Retail without baking)	15. Foodshop (Pets Allowed)
3. Canteen (Construction Site)	16. Grilling and Sale of Grilled Meat Products
4. Canteen with Catering	17. In-house Kitchen
5. Canteen with Stalls	18. Mobile Food Wagon
6. Canteen with Stalls (School)	19. Others
7. Canteen without Stalls	20. Private Market
8. Coffeeshop / Eating House	21. Pubs, Bars, Nightclubs, Discos
9. Food Cart (Take Away)	22. Restaurant
10. Food Caterer	23. Restaurant with Catering
11. Food Court	24. Sales of Herbal Tea
12. Food Vending Machines	25. Snack Counter
13. Foodshop selling takeaway foods	



Fields common to ALL Food Businesses

- Business Name (Shop Name)
- Business Operating Hours – 24 Hrs (No or Yes)
- If not 24 hours (To specify operating hours)
- Brief Description of food business

Application Details

Business Name (Shop Name/Stall Name)

Business Operating Hours - 24hrs *
☒ No
☐ Yes

If not 24hrs - From * 
To * 

Brief description of food business *

These Food Businesses need to fill in the above only.

- Canteen (Construction Site)
- Food Cart (Take Away)
- Food Vending Machines
- Foodshop (Market Produce)
- In-house Kitchen
- Mobile Food Wagon
- Others
- Pubs, Bars, Nightclubs, Discos
- Sales of Herbal Tea

Applicable to		Additional Fields
<ul style="list-style-type: none"> Bakery Bakery (Retail without baking) FoodShop selling takeaway foods Foodshop (Pets Allowed) 	<ul style="list-style-type: none"> Grilling and Sale of Grilled Meat Products Restaurant Snack Counter 	Delivery Service (No or Yes)

Application Details

Business Name (Shop Name/Stall Name)

Business Operating Hours - 24hrs * ☒ No ☐ Yes

If not 24hrs - From * 

To * 

Brief description of food business *

Delivery Service * ☐ No ☐ Yes

Applicable to		Additional Fields
<ul style="list-style-type: none"> Canteen with stalls (School) Coffeeshop/ Eating House 	<ul style="list-style-type: none"> Food Court Private Market 	Total number of Stalls

Application Details

Business Name (Shop Name/Stall Name)

Business Operating Hours - 24hrs * ☒ No ☐ Yes

If not 24hrs - From * 

To * 

Brief description of food business *

Total number of Stalls *

Applicable to	Additional Fields
Canteen with stalls	<ul style="list-style-type: none"> Total number of Stalls Type of Establishment

Application Details

Business Name (Shop Name/Stall Name)

Business Operating Hours - 24hrs * ☐ No ☒ Yes

Type of Establishment *

- Please Select
- Factory
- Foreign workers' dormitory
- ITE
- Office
- Others
- Private School
- Student Hostel
- Tertiary School

Brief description of food business *

Total number of Stalls *

Applicable to	Additional Fields
<ul style="list-style-type: none"> Food Caterer Restaurant with Catering 	Vehicle Registration Number

Application Details

Business Name (Shop Name/Stall Name)

Vehicle Registration Number

Business Operating Hours - 24hrs * ☒ No ☐ Yes

If not 24hrs - From *

To *

Brief description of food business *

Applicable to	Additional Fields
Canteen with Catering	<ul style="list-style-type: none"> Vehicle Registration Number Type of Establishment

Application Details

Business Name (Shop Name/Stall Name)

Vehicle Registration Number

Business Operating Hours - 24hrs * ☐ No ☒ Yes

Type of Establishment *

Please Select

- Please Select
- Factory
- Foreign workers' dormitory
- ITE
- Office
- Others
- Private School
- Student Hostel
- Tertiary School

Brief description of food business *

Canteen with Catering

Applicable to	Additional Fields
Canteen without stalls	<ul style="list-style-type: none"> Delivery Service (No or Yes) Type of Establishment

Application Details

Business Name (Shop Name/Stall Name)

Business Operating Hours - 24hrs * ☐ No ☒ Yes

Type of Establishment *

Please Select

- Please Select
- Factory
- Foreign workers' dormitory
- ITE
- Office
- Others
- Private School
- Student Hostel
- Tertiary School

Brief description of food business *

Canteen without stalls

Delivery Service * ☐ No ☐ Yes