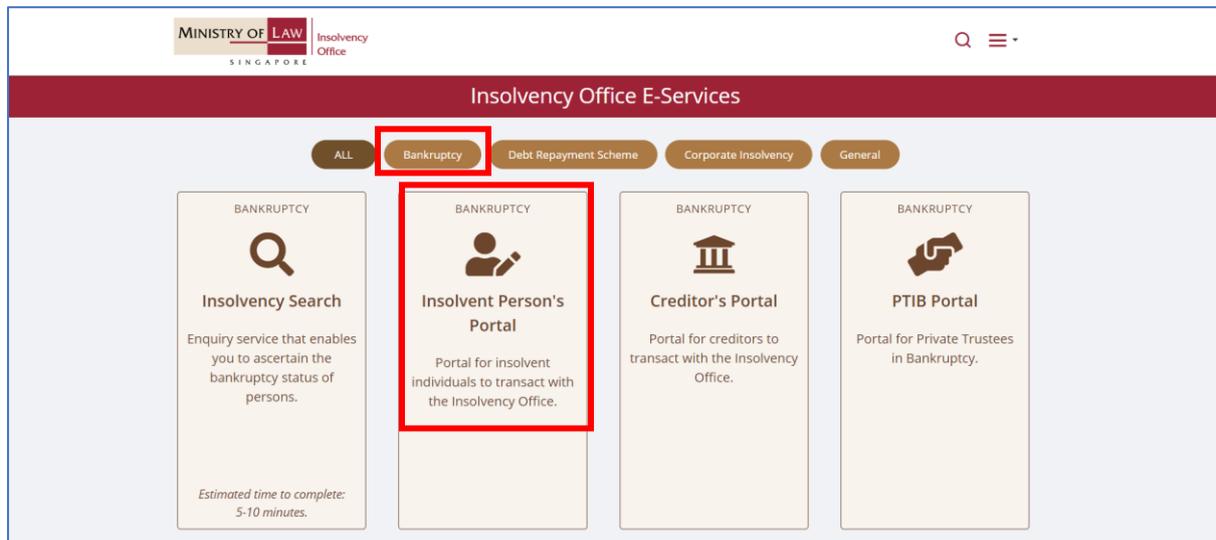


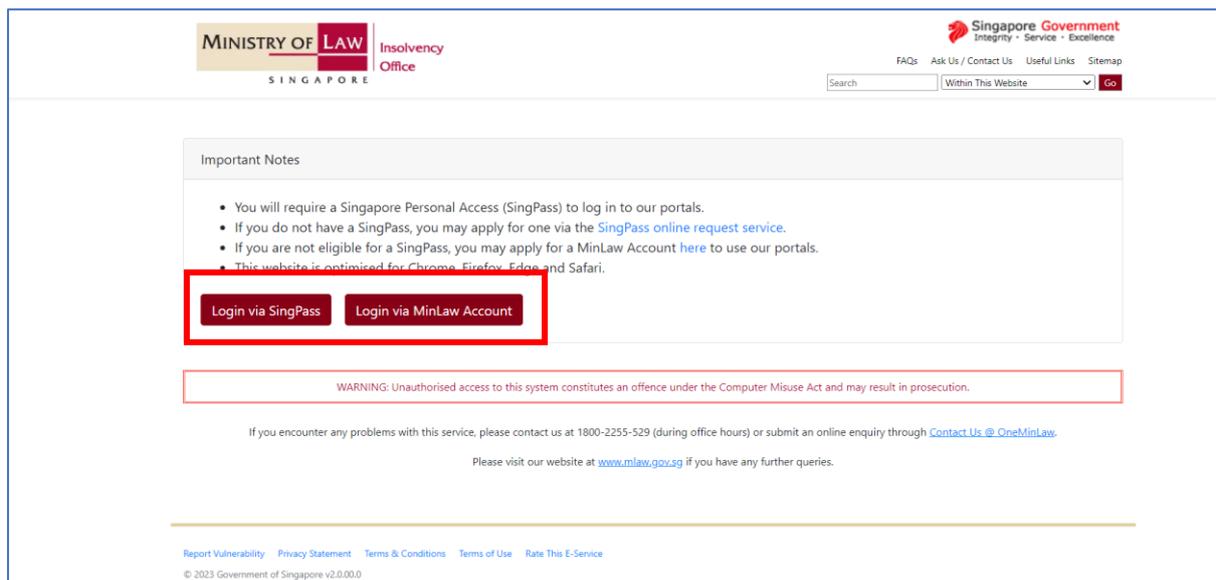
Guide to Filing an Application to Buy a HDB Flat

Step 1 Log in to Insolvent Person Portal

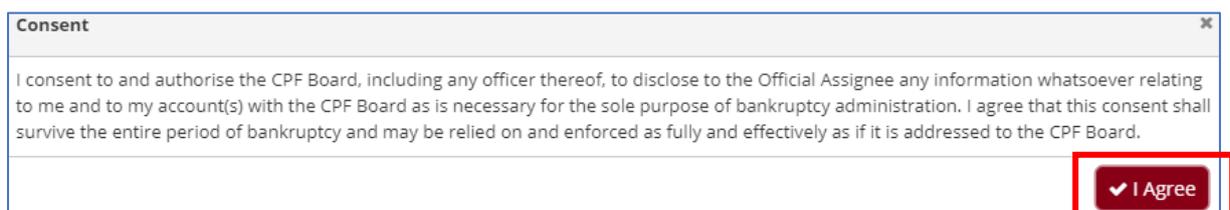
1.1 You can access our e-services at <https://go.gov.sg/bankruptcy>. Please select “Bankruptcy”, followed by “Insolvent Person’s Portal”.



1.2 Please select the appropriate login method.

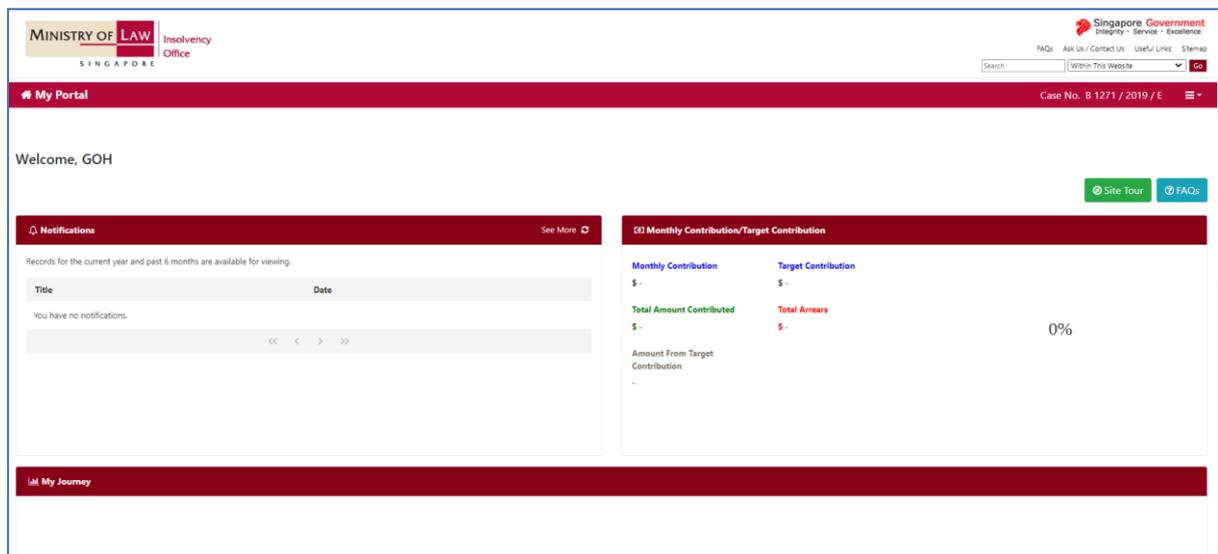


1.3 After successful login, you are required to provide your consent for disclosure of information (for first time login).

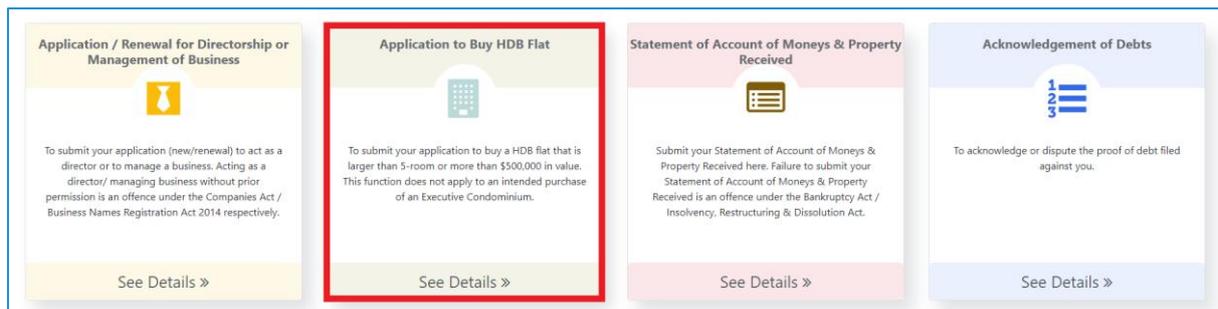


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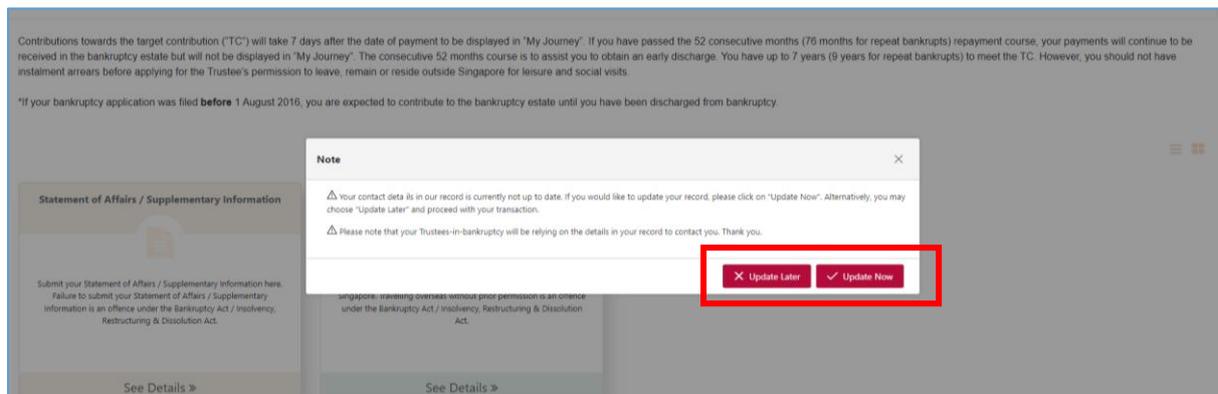
1.4 You will be able to view the Dashboard Homepage



1.5 Next, scroll down to the bottom of the webpage and please select “Application to Buy HDB Flat” to proceed with your submission.



1.6 You may select either ‘Update Later’ or ‘Update Now’ to provide your latest contact details.



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Step 2: General Instructions

2.1 Select the create button for a new application.

Welcome, [Name]

Application to Buy HDB Flat

To submit your application to buy a HDB flat that is larger than 5-room or more than \$500,000 in value. This function does not apply to an intended purchase of an Executive Condominium.

Start Application — Enter Details — Confirm Submission — Transaction Completion

Points to Note

- You will need:
 - CPF statements of all applicants of HDB flat
 - HDB Loan eligibility letter
 - Valuation report of HDB flat (if any)
- You can attach one of the following file formats: PDF (.pdf), JPEG (.jpg, .jpeg), GIF (.gif) or DOC (.doc, .docx). Each file cannot exceed 5MB in size.
- This e-Service will take about 15-20 minutes to complete.
- By using this e-service, you would have agreed to the [Terms and Conditions](#).

Draft

To create a new request, please click 'Create'.

+ Create

2.2 Review and ensure your contact details are updated.

My Portal Case No. [Number]

Application to Buy HDB Flat

Welcome, [Name]

To submit your application to buy a HDB flat that is larger than 5-room or more than \$500,000 in value. This function does not apply to an intended purchase of an Executive Condominium.

Start Application — **Enter Details** — Confirm Submission — Transaction Completion

Contact Details

The Official Assignee will contact you on the outcome of the Travel Application using the following method.

Mobile No. [Field]

E-Mail Address test@mail.com

Correspondence Address
Blk 45, MAXWELL ROAD, THE URA CENTRE, Singapore 069118

2.3 Fields marked with a red “*” are mandatory fields and must be completed. You may select the options from the dropdown list or enter the details in the free-text field.

2.4 You may also click on “Back” and “Next” to navigate the pages. You can “Save” your submission at any time.

Cancel

← Back Save → Next

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Step 3: Submitting the application

3.1 Please select from the drop-down the district and type of flat that you intend to purchase. You are also to enter the price of the flat.

The first screenshot shows the 'Description of Flat' form with the 'Type/Model' dropdown menu open, displaying options: 3-Room, 4-Room, 5-Room (highlighted), Executive, Maisonette, and Jumbo.

The second screenshot shows the 'Description of Flat' form with the 'District' dropdown menu open, displaying options: Ang Mo Kio (highlighted), Clementi, Geylang, and Hougang.

The third screenshot shows the 'Description of Flat' form with the 'Price' field filled with '700,000.00'.

3.2 Please provide details of your co-applicant by clicking the Add button. You will be directed to a pop-up box to enter their details. Click save once completed.

The screenshot shows a table titled 'Particulars of Co-Applicant (If Any)' with columns: S/N, Name, NRIC, Relationship, Occupation, Income (SGD), and Action. Below the table is a red-bordered 'Add' button.

The 'Co-applicant' pop-up form contains the following fields:

- Name *
- NRIC No. *
- Relationship * (Please select)
- Occupation
- Income Per Month (SGD) *

At the bottom right of the pop-up form are 'Cancel' and 'Save' buttons, with the 'Save' button highlighted by a red box.

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3.3 Please provide details of how you intend to pay for the flat by clicking the Add button. You will be directed to a pop-up box to enter the details. Click save once completed.

Payment for Purchase of Flat

Name	Deposit		Monthly Instalment		Action
	CPF (SGD)	Cash (SGD)	CPF (SGD)	Cash (SGD)	
Myself	0.00	0.00	0.00	0.00	Edit

+ Add

Please indicate "0" in the mode(s) of payment which are not applicable to you or your co-applicant.

Payment Detail ✕

Payer Name

Deposit

CPF

Cash

Monthly Instalment

CPF

Cash

Cancel **Save**

3.4 Please provide information on your renovation and furnishing expenses and the reason for not applying for a smaller flat.

Renovation and Furnishing Expenses

Estimated Amount (SGD):

To be paid by

Reasons Why You are Not Applying for A Smaller Flat

Reason *

⚠ This field is required.

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3.5 Please click “Add More Documents” and you will be directed to a pop-up box to upload supporting documents such as (i) HDB application form, (ii) your CPF statements and (iii) CPF statements of your co-applicant. Click save once completed.

Supporting Documents

Attachments must be in either pdf, png, jpg, jpeg, doc or docx format and each file must not exceed 5MB in size.

S/N	Document Type
1	HDB application form*
2	The latest CPF statements of Bankrupt*

[+ Add More Documents](#)

Additional Document

Document Type*

File



Click or drag file to this area to upload

3.6 Please click “Next” to proceed to the submission page or “Back” to amend your submission at the bottom of the page. You can also click “Save” your submission to submit at a later date.

[Cancel](#)

[← Back](#) [Save](#) [→ Next](#)

Guide to Filing an Application to Buy a HDB Flat

Step 4 Confirm Submission

4.1 At this stage, you will see a summary of your application. If there are still further amendments to be made, please click on “Back” to navigate back to the section which you intend to amend. Otherwise, confirm the details of your application before you click the Submit button.

Welcome, NAME OFFID222836 **Application to Buy HDB Flat**
To submit your application to buy a HDB flat that is larger than 5-room or more than \$500,000 in value. This function does not apply to an intended purchase of an Executive Condominium.

Start Application Enter Details **Confirm Submission** Transaction Completion

Contact Details

The Official Assignee will contact you on the outcome of the Travel Application using the following method.

Mobile No. 86123456
E-Mail Address
Correspondence Address
Blk 350, UBI AVENUE 1, #06-891, Singapore 400350

Description of Flat

Type/Model * 3-Room
District * Ang Mo Kio
Price * 100.00

Particulars of Co-Applicant (If Any)

S/N	Name	NRIC	Relationship	Occupation	Income (SGD)
No records found					

Payment for Purchase of Flat

Name	Deposit		Monthly Instalment	
	CPF (SGD)	Cash (SGD)	CPF (SGD)	Cash (SGD)
Myself	0.00	0.00	0.00	0.00

Renovation and Furnishing Expenses

Estimated Amount (SGD):
To be paid by

Reasons Why You are Not Applying for A Smaller Flat

Reason * test

Supporting Documents

Attachments must be in either pdf, png, jpg, jpeg, doc or docx format and each file must not exceed 5MB in size.

S/N	Document Type	Uploaded File
1	The latest CPF statements of Bankrupt	Download File Test.png
2	HDB application form	Download File TestUploadedDoc.docx

Back Submit

4.2 Once you clicked “Submit”, you will receive a confirmation page with an e-filing number. Please scroll down to the bottom of the page and click on “Back to List”. Your submission is now pending review by your appointed trustee.

Transaction Completion

Thank you for using our eService.

Your application has been successfully submitted.

E-Filing No. BHB202309120001G

Date & Time of Submission (DD/MM/YYYY) 12/09/2023 12:04:32 PM