

Homepage: <https://tls.ida.gov.sg/tls/login.do>

- Please login using your SINGPASS for Singaporean or using TLS User ID and Password for foreigner.

Telecoms Licensing System

<https://tls.ida.gov.sg/tls/login.do>

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iDA
SINGAPORE
Telecoms Licensing System

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Telecoms Licensing System (TLS)

The TLS application system allows you to do the following:

- Apply for IDA licences / equipment
- Make ePayment for licences / Flexipay, debit card and credit card
- Search for licences and registered equipment
- Search for documents on Licensing and Equipment Registration Guidelines, the Telecommunications Act and Regulations etc.;
- Access more on-line functions (e.g. update of contact details, etc.) if you are a registered user of the TLS application system.

Login

LOGIN HERE
via your SingPass

Login via TLS User ID

For authorised use only. Unauthorised use is strictly prohibited.

Quick Links

- [Authorisation Form to include Additional Users](#)
- [GIRO Application Form](#)

Highlights

For more information on the types of licences that a new business structure called the Limited Partnership ("LP") can apply from IDA, please refer to the following [http://www.ida.gov.sg/Policies and Regulation/20060608180223.aspx](http://www.ida.gov.sg/Policies%20and%20Regulation/20060608180223.aspx).

With effect from 1 January 2009, the Unique Entity Number ("UEN") will be the identification number to interact with government agencies.

To apply for IDA licences on-line

You will need to login into the system via one of the following:

- Singpass User ID for Singapore Citizens, PRs, Employment or Dependent Pass Holders
- TLS User ID for persons not eligible for Singpass User ID

For first time users who are not eligible for SingPass User ID and who do not hold any valid IDA licence / equipment registration, kindly click on 'Request for TLS User ID' at the top left corner of this screen to apply for a TLS User ID online.

For first time users with valid IDA licences / equipment registrations :

- If your valid IDA licence / equipment registration was applied using your NRIC number, you will be able to login to TLS using your SingPass User ID.
- For non-Singpass users or applicants who intend to use an agent / proxy to register their licence / equipment, kindly fill up the [attached form](#) and return the same to IDA via fax, for granting

Useful Links

- [Singpass Request](#)
- [Unique Entity Number \(UEN\)](#)
- [Business Town](#)
- [eCitizen](#)
- [Accounting & Corporate Regulatory Authority \(ACRA\)](#)
- [Tradenet](#)
- [Singapore Amateur Radio Transmitting Society](#)
- [Singapore Government Interactive Directory](#)
- [Media Development Authority \(MDA\)](#)
- [Police Licensing Computerised System](#)

- For existing ship owners, please select the appropriate owner for the vessel and declare as "Applicant" in the application form.
- For new owners of the vessel, please create "New Client", declare as "Applicant", and proceed with the application.

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Login User : ANNA AZMI

IDA Enquiries eServices Logo

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EXISTING / NEW CLIENT SELECTION PAGE

Notes:

1. * denotes mandatory field.
2. For new applications, if there is no existing client record or if it is not to be paid via any existing GIRO arrangements (e.g. different GIRO account) please select 'Create New Client' in the Client field.
3. Please read the declaration carefully, select the Client and Represent Client As fields, and click the 'Declare & Continue' button.

You may represent the Client as an Applicant / Agent. Please proceed to select a Client in the selection below.

An Applicant may be a Director / Owner / Employee / Partner / Would-be Licensee applying for a licence or equipment registration on behalf of the business / company / partnership / organisation or for himself.

An Agent is a representative, authorised to apply on behalf of the Client.

Please note that you must be authorised by your Client, in order for you to represent the Client in making any application changes in TLS. As such, we require you to declare the following before proceeding further:

I, hereby declare that I have been authorised to represent my Client as an Applicant / Agent and I shall be accountable to my Client for all transactions made with IDA.

Client *

Represent Client As *

[Declare & Continue](#)

Applicant could select "New Client" for new owners or select from the list of existing owners for new vessel.

[Rate this e-service](#)

If you encounter any problems with this service, please refer to [Contact Info](#) for our contact number, or email ida_tlsinfo@ida.gov.sg

- Please click to "E-Services" and select "Online Application" in the drop down menu box.

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Telecoms Licensing System (TLS)

The TLS application system further enables you to do the following after login :-

- Apply for IDA licences on-line;
- List the status of all applications and outstanding payments if any;
- Update client information;
- Request for licence / equipment registration reprint, if applicable; and
- More functions to come; e.g. on-line payments.

To proceed to the required function, first click on the appropriate drop-down menu and then select and click the required function.

Should you have any problem entering the application details or using the various functions, please refer to the Help or Online Tutorial, or contact the respective officers at [Contact Info](#).

[Rate this e-service](#)

If you encounter any problems with this service, please refer to [Contact Info](#) for our contact number, or email ida_tlsinfo@ida.gov.sg

- Please tick "Licence" and find SHIP STATION LICENCE. Click to "Add to Cart" and proceed with the application process.

APPLICATION FORMS

Notes:

- Below is a list of the Groups which the various licences / registrations are categorised into.
- If you are able to identify the Group of the licence(s) / registration(s) which you are applying for, please click on the Group and it will direct you list of licences / registrations under the selected Group. You can also browse through the list to select the licence / registration you require.
- To apply for licence(s) / registration(s), you can add the specific licence(s) / registration(s) to the Online Cart and then click the 'Proceed' button.
- Alternatively, you can download the required form(s) by clicking on the respective links, save the form(s) and submit to IDA after the complete all necessary details.

(1) Select "Licence"

Licence Equipment Registration

IDA Licence / Equipment Registration Groups

- [CABLE DETECTION GROUP](#)
- [DEALER LICENCE GROUP](#)
- [FBO LICENCE GROUP](#)
- [FOR 10G TESTING ONLY](#)
- [OTHER LICENCE](#)
- [RADIO LICENSING GROUP](#)
- [RADIO OPERATOR GROUP](#)
- [SBO \(CLASS\) LICENCE](#)
- [SBO \(INDIVIDUAL\) LICENCE](#)
- [WIRING LICENCE GROUP](#)

(2) Select "Radio Licensing Group".

Types of IDA Licence / Equipment Registration

- [CABLE DETECTION GROUP](#)
- Cable Detection Licence

My Online Cart

PROCEED

LEGEND

- Add to Online Cart
- Remove from Online Cart
- Apply Online at Business.gov.sg
- Contact info to Apply Offline

To download application form, please click on the of Licence / Equipment Registration Type

User needs fill up the details here...
Estimated Processing Time if applied online here: 5 working days

[Add To Cart](#)

- Satellite Communication Station (Earth Station)
- Satellite Communication Station (Portable Satellite Communication Terminal)
- Satellite Communication Station (Tracking, Telemetry And Command [TT&C] Earth Station)
- Satellite Communication Station (Very Small Aperture Terminal [VSAT])
- Ship Station
User needs fill up the details here...
Estimated Processing Time if applied online here: 5 working days
- Special Purpose Station
User needs fill up the details here...
Estimated Processing Time if applied online here: 5 working days

[Apply at Business.gov.sg](#)

[Apply at Business.gov.sg](#)

[Apply at Business.gov.sg](#)

[Apply at Business.gov.sg](#)

[Add To Cart](#)

[Add To Cart](#)

Select "Ship Station". Click to "Add to Cart" and proceed with the application.



CONFIRM LICENCE SELECTION

You have chosen to apply for the following licences / equipment registration

S/No.	Licence / Registration	UEN Check
1	Ship Station	Not Required

* You are to submit the security deposit (if required) to IDA separately.

* Please make payment after IDA invoices you for the application.

From 1 January 2009, all entities that are registered in Singapore, such as businesses, local companies, limited liability partnerships (LLPs), societies, representative offices, health institutions and trade unions, will have a Unique Entity Number (UEN) as its identification number.

For My Application

i I am applying as a (Select a profile mentioned below):

- an Applicant, i.e. Director/Owner/Employee/Partner applying for my business/company/organisation.
- an Agent, i.e. a representative authorised to apply on behalf of my client.

ii I declare that we are / I am (Select one of below) :

- an UEN-registered organisation.
- an individual or a non UEN-registered organisation.

iii If you are an UEN-registered organisation,

Please select type of : Company

Please ensure that you have your Registration Number (UEN) ready. If you do not have one, you will need to apply for a Business Registration or Company Incorporation. [More information on UEN.](#)

Please enter your Client's UEN Registration No.:

Forgotten your Registration Number (UEN)? [click here.](#)

If your UEN number is rejected, it could be due to one of these reasons :

1. Incorrect number entered. Please check your UEN number at this page.
2. Your entity was registered with UEN less than 24 hours ago. Please apply for your licence after 24 hours.

iv Click 'Re-select App. Forms' to modify your licence selection or 'Proceed' to continue.

Select the relevant fields on the above and click to "Proceed".

Proceed

- Please declare as **“Applicant”** and input the UEN number of the company and proceed with the application process.
- For Harbor Craft licence, please declare as **“Individual”** and proceed with the application process.
- Applicants who have declared themselves as **“AGENT”**, please click to General Information –Client Details in the Pending Application screen and make the necessary changes (please refer to page 6).



Login User : ANNA AZMI

IDA

Enquiries

eServices

Logo

[Terms of Use](#) | [FAQs](#)**PENDING APPLICATIONS****Notes:**

1. An application for a licence / registration will require a specific number of pages (which could be one or many) to be completed. To complete application successfully, all required pages shall be duly entered and submitted. The application status will then change from 'incomplete' to 'Complete' and the 'To Confirm' button will change from 'Pending' to 'Confirm'.
2. The list of pages to be submitted for each application is also displayed after each Licence / Registration Type. The application status of each could be 'Pending' or 'Submitted'.
3. To complete those applications with 'incomplete' status, click on the underlined licence / registration in the table below to complete the page(s) 'Pending' status.
4. To confirm the application, click on the 'Confirm' button and system will display an acknowledgement page for you to confirm the details entered. After which, system will provide you with the Client ID, Licence / Registration Type and Application No. details which should be noted for contact IDA subsequently.
5. You will be informed of the application status by IDA subsequently.
6. Please take special note that Pending Application(s) will be removed from the system, if they are not submitted within 30 days from date of creation.
7. # Indicates those applications returned for resubmission.
8. DUP indicates a duplicated application.
9. To create a duplicate copy of an equipment registration application, select the transaction ID from the drop down list and click on the "Dupl" button.

S/No.	Licence / Registration Type	Status	Date	Action
1	GENERAL INFORMATION - CLIENT DETAILS			
	RADIO LICENSING GROUP			
	SHIP STATION			
	TLS20090000000975	Incomplete	04/06/2009 10:50	Pending Delete
	1. APPLICATION PARTICULARS	Pending		
	2.1. SHIP STATION - STATION INFO	Pending		
	2.2. SHIP STATION - MARINE FREQUENCY INFO	Pending		
	3. ATTACHMENTS	Pending		

Please click to "Ship Station" and proceed with the application

Applicant could edit the type from "Agent" to "Applicant" on this page if necessary.

- Please click to the word "Ship Station" and input the vessel information in the application form.
- There are **four pages** in the Ship Station Licence application.
- Page 1 : Application Particulars
- Page 2.1 : Station Info
- Page 2.2 : Marine Frequency
- Page 3 : Attachments

APPLICATION

Application Details - Application Particulars Edit

Notes:

1. * denotes mandatory field.
2. To complete an application, a specific number of pages (comprising Application particulars and other information if applicable) will ALL have to be submitted and the application will have to be confirmed. Only after system acknowledges the application and provide the application number would an application be considered as complete.
3. A valid applicant is required for a successful submission of the Application Particulars page. If the applicant field is empty or the applicant name is not in the list, please proceed to 'Pending Applications' or 'Update Contact Details' to update the client information and add the required applicant.
4. After completing the Application Particulars, you will have to click on the subsequent links available at the Application Details Menu Bar, which will guide you on all the pages required to be completed. The Current Page displayed, i.e. Page x of y, will also prompt you on the no. of pages, i.e. y pages, are required to be submitted.
5. When at any page and not sure of which page is not submitted, click 'Pending Applications' to view the Pending pages.
6. For pages without any mandatory fields, you must still click 'Submit' button to indicate completion of page.
7. After submitting all the pages, click 'Pending Applications' to confirm the application.
8. Please refer to 'Help' or 'Online Tutorial' if you require any assistance in completing the pages or you may contact IDA at Contact Info.
9. Please note that you can save a partially completed application by clicking the 'Save' button and retrieving the incomplete application under 'Pending Applications' subsequently.

Licensee Name	XYZ MOBILE PTE	Licence/Application Type	RDPM - PUBLIC MOBILE NETWORK
Current Page	Page 1 of 7	Date Lodged	04/05/2005 11:05
		Form Status	Incomplete

➤ [Page 1: Application Particulars](#) [Page 2: Land Fixed Station](#)

Correspondence Details

Applicant Name *	KARTHI.P	Application Lodged By	S123456789D
Application Date	04/05/2005	Designation	ADMIN
Contact Person *	ADMIN. SEC	Tel. No.	123123
Address *	200, MAIN DRIVE RIVER SIDE ROAD OFFICE TOWER	Mobile No.	
Country *	SINGAPORE	Fax No.	
Email *	ABCE@XYZ.COM.SG	Postal Code *	123456
		Company to Display *	APPLICANT COMPANY

Billing Details

If billing address is same as Correspondence Address

Contact Person *	AC SEC	Designation	ACCOUNTANT
Address *	200, MAIN DRIVE RIVER SIDE ROAD OFFICE TOWER	Tel. No.	231232
Country *	SINGAPORE	Mobile No.	
Email	ABCE@XYZ.COM.SG	Fax No.	
		Postal Code *	123456
		Company to Display *	APPLICANT COMPANY

Location Details



Contact Person *	AC SEC	Designation	ACCOUNTANT
Address *	200, MAIN DRIVE RIVER SIDE ROAD OFFICE TOWER	Tel. No.	231232
Country *	SINGAPORE	Mobile No.	
Email	ABCE@XYZ.COM.SG	Fax No.	
		Postal Code *	123456
		Company to Display *	APPLICANT COMPANY

Other Details

Public Contact No. (This number will be publicized for public info)

Remarks

Proposed Use of System

Click to "Save" if applicant needs to re-edit the information at a later stage.    Click to "Submit" and proceed with the application/.

[Rate this e-service](#)

This form will take about 9.5 minutes to complete.
This application will take 5 days to process.
If you encounter any problems with this service, please refer to [Contact Info](#) for our contact number, or email ida_tisinfo@ida.gov.sg

APPLICATION

Application Details - Ship Station Info

Licensee Name	BB TEST AGENCIES	Licence / Application Type	RDSH - SHIP STATION
Current Page	Page 2 of 4	Date Lodged	04/06/2009 10:06
		Form Status	Incomplete

[Page 1: Application Particulars](#) > [Page 2: Ship Station](#) [Page 3: Attachment Info](#)

>> [Page 2.1: Station Info](#)

Page 2.2: Marine Frequency Info

Station Info

Call Sign		INMARSAT ID A	
Vessel Name		INMARSAT ID B	
Area of Operation		INMARSAT ID C	
MMSI No. (DSC/SS/EPIRB)	_____	Other ID	_____
Telex Over Radio (TOR) No.		Official No.	
Vessel Gross Tonnage	-SELECT-	Vessel/Type	-SELECT-
Month/Year Built	_____ (MM/YYYY)		
ITU Nature of Service	-SELECT-		
Accounting Authority	-SELECT-		
Hours of Service	-SELECT-		
Start Time	24HH:MM	End Time	24HH:MM
RO Country Issue	-SELECT-	Satellite Service	<input type="radio"/> Yes <input type="radio"/> No
Remarks			

[Back](#) [Save](#) [Submit](#)

- Please proceed to Page 2.1 (Station Info) and click to "SUBMIT" button.
- Applicant can proceed to Page 2.2 (Marine Frequency Info).

APPLICATION

Application Details - Marine Frequency Info

Licensee Name	BB TEST AGENCIES	Licence / Application Type	RDSH - SHIP STATION
Current Page	Page 3 of 4	Date Lodged	04/06/2009 10:06
		Form Status	Complete

[Page 1: Application Particulars](#) > [Page 2: Ship Station](#) [Page 3: Attachment Info](#)

Page 2.1: Station Info

>> [Page 2.2: Marine Frequency Info](#)

Marine Frequency Info

Global Maritime Distress and Safety System (GMDSS) (For vessel plying worldwide)	<input checked="" type="checkbox"/>
VHF Transceiver/Radar/EPIRB (For vessel plying within Port Limit)	<input type="checkbox"/>
VHF Transceiver/Radiotelephony SSB transceiver/radar/EPIRB (For vessel plying within Home - Trade/Port Limit and equipped with Radiotelephony SSB transceiver)	<input type="checkbox"/>

[Back](#) [Save](#) [Submit](#)

APPLICATION

Application Details - Attachment Info

Licensee Name	BB TEST AGENCIES	Licence / Application Type	RDSH - SHIP STATION
Current Page	Page 4 of 4	Date Lodged	04/06/2009 10:06
		Form Status	Incomplete

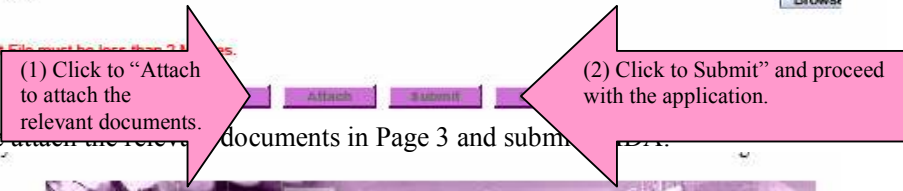
[Page 1: Application Particulars](#)
[Page 2: Ship Station](#)
>
[Page 3: Attachment Info](#)

Supporting Documents - Attachment

1. Please attach a copy of the MPA's Certificate of Singapore Registry. [Browse](#)
- | S/N No. | Files Attached | Delete |
|---------|---------------------------------|--------------------------|
| 1 | AnneGeddes3.jpg | <input type="checkbox"/> |
2. Please attach a copy of the Notification from SingTel for MMSI/Inmarsat Numbers. [Browse](#)
 3. Please attach a copy of the Ship Safety Radio Certificate. [Browse](#)
 4. Other attachments. [Browse](#)

Note: Attachment File must be less than 2M.

- Please attach the relevant documents in Page 3 and submit.



Following forms are successfully completed. Click 'Submit to IDA' button to submit the application IDA. Click 'Pending Applications' button to make amendments in the below forms.

S/No.	Form Description
SHIP STATION	
1	1. APPLICATION PARTICULARS
2	2.1. SHIP STATION - STATION INFO
3	2.2. SHIP STATION - MARINE FREQUENCY INFO
4	3. ATTACHMENTS



- Please click to "SUBMIT TO IDA" once all pages are submitted successfully.

APPLICATION

Application Details - Acknowledgement

Notes:

1. The below details have been entered for the required application.
2. Please review and confirm the details by clicking the 'Confirm' button.
3. After which, system will provide the Client ID, Licence / Certificate Type and Application No, which should be noted and used when contacting with regard to the application prior to the Licence / Certificate approval.

Licensee Name BB TEST AGENCIES **Licence Type** RDSH - SHIP STATION

Licence / Application Particulars

Application Date	04/06/2009	Client File Ref No.	
Name	ANNA AZMI	Billing Company	1
Contact Person	MS ANNA AZMI	Designation	
Address	8 TEMASEK BOULEVARD #14-00 SUNTEC TOWER THREE	Tel. No.	8 TEMASEK BOULEVARD
		Mobile No.	
		Fax No.	62112230
Country	SINGAPORE	Postal Code	038988
Billing Address			
Contact Person	MS ANNA AZMI	Designation	
Address	8 TEMASEK BOULEVARD #14-00 SUNTEC TOWER THREE	Tel. No.	62111946
		Mobile No.	
		Fax No.	62112230
Country	SINGAPORE	Postal Code	038988
Location Address			
Address	8 TEMASEK BOULEVARD #14-00 SUNTEC TOWER THREE	Tel. No.	62111946
		Mobile No.	
		Fax No.	62112230
Country	SINGAPORE	Postal Code	038988

Station Info

S.No	Station No.	Station Name	Call Sign
1	1	NANA	9V0000

[Back](#) [Print](#) [Confirm](#)

Applicant could print this summary page and click to the "Confirm" button.



Application confirmed and submitted successfully.
Your confirmation reference details are given below.

Client ID	32303
Licence / Registration Type	SHIP STATION
Application No	1

Please ensure you receive this confirmation page from the system

Note: For resubmission cases, please ignore earlier given application information and take the latest provided above.

[Continue](#)