

User Guide

View AEOI e-Service Transaction History

Estimated submission time required is about 5 minutes. Please have the following information ready before using the e-Service:

1. Your Singpass
2. The Reporting SGFI's Singapore Tax Reference Number

Step 1

- Log in via [myTax Portal](#) > Select More > AEOI > **View AEOI e-Service Transaction History**

The screenshot displays the myTax Portal interface. At the top left is the Inland Revenue Authority of Singapore logo. Below it, the text 'Last login on Thursday, 15 Jul 2021 3:02 PM' is visible. The main navigation bar includes 'Overview', 'Employers', and 'More'. The 'More' dropdown menu is open, showing a list of options under the 'AEOI' section. The option 'View AEOI e-Service Transaction History' is highlighted with a red box. Other options in the 'AEOI' section include 'View/ Update FI AEOI Profile', 'View/ Update My Profile', 'View/ Edit Trustee-Documented Trusts', 'Submit CRS or FATCA Return', 'View Submitted Financial Account Report', and 'Apply to Deregister for AEOI'. Under the 'Government Payout' section, there is an option 'View Jobs Growth Incentive (JGI) Breakdown'. The top right of the page features a search icon and a navigation bar with 'Tax Ref No.', 'Email Us (myTax Mail)', '354 Notices/Letters', 'Account', and 'Logout'.

Step 2

At View AEOL e-Service Transaction History landing page,

- The last 5 transactions performed will be displayed.
- If you want to search your FI's AEOL e-Service transaction history, select the textbox/ calendar icon.



- If transaction is performed by authorised user (i.e. a user who is authorised by the FI's Corppass admin via Corppass), it will be displayed as "**Staff**" under "Role"
- If transaction is performed by 3rd Party User (i.e. a third-party agent that is authorised by the FI's Corppass admin via Corppass), it will be displayed as "**Third Party Staff**" under "Role"

View AEOL e-Service Transaction History

[SAVE AS PDF/ PRINT](#)

You can search the financial institution's AEOL e-Service transaction history for the last 5 years.

Transaction(s) performed from

dd/mm/yyyy - dd/mm/yyyy



RESET

SEARCH

Result of Last 5 Transactions Performed

1 - 5 of 5 Record(s)

Date/ Time	Transaction Type	Reporting Year	Transaction Performed By	Role
30 Jul 2021 5:16 PM	Update FI AEOL Profile	-	XXX	Staff
26 Jul 2021 10:29 AM	COMPOSE MAIL VIA MYTAXMAIL	-	XXX	Staff
23 Jun 2021 11:27 AM	Submit FATCA Return	2020	XXX	Staff
21 Jun 2021 12:00 PM	Submit CRS Return	2019	XXX	Staff
21 Jun 2021 11:08 AM	Create TDT Information	-	XXX	Staff

Step 2 (Cont'd)

- Select the start and end dates of the search period on the calendar
- Click **“Search”**



Up to 25 transactions will be displayed per page upon search

View AEOL e-Service Transaction History

[SAVE AS PDF/ PRINT](#)

You can search the financial institution's AEOL e-Service transaction history for the last 5 years.

Transaction(s) performed from
✕
RESET
SEARCH

Result of Last 5 Transactions Performed

1 - 5 of 5 Record(s)

Date/ Time	Transaction Ty	Transaction Performed By	Role
30 Jul 2021 5:16 PM	Update FI AEOL	XXX	Staff
26 Jul 2021 10:29 AM	COMPOSE MAIL VIA MYTAXMAIL	XXX	Staff
23 Jun 2021 11:27 AM	Submit FATCA Return	2020	XXX
21 Jun 2021 12:00 PM	Submit CRS Return	2019	XXX
21 Jun 2021 11:08 AM	Create TDT Information	-	XXX

- The result of transaction(s) performed during the searched period will be displayed



If you are unable to find the transaction, you may wish to narrow the date search under “Transaction(s) performed from” search box

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[SAVE AS PDF/ PRINT](#)

You can search the financial institution's AEOI e-Service transaction history for the last 5 years.

Transaction(s) performed from

16/06/2021 - 25/06/2021



RESET

SEARCH

Result of Transaction(s) Performed from **16 Jun 2021** to **25 Jun 2021**

1 - 3 of 3 Record(s)

Date/ Time	Transaction Type	Reporting Year	Transaction Performed By	Role
23 Jun 2021 11:27 AM	Submit FATCA Return	2020	XXX	Staff
21 Jun 2021 12:00 PM	Submit CRS Return	2019	XXX	Staff
21 Jun 2021 11:08 AM	Create TDT Information	-	XXX	Staff

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