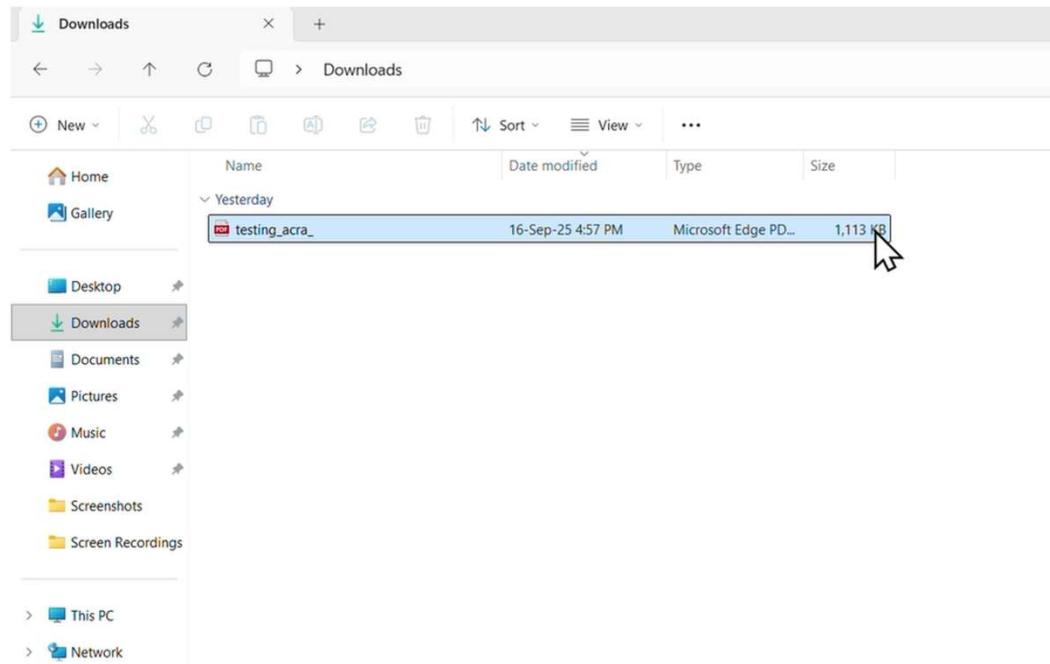


User Guide

How to download ACRA – OA File



Step 1: Locate your ACRA File



Open ACRA file in your device.

Step 2: Locate the QR code found in the ACRA file

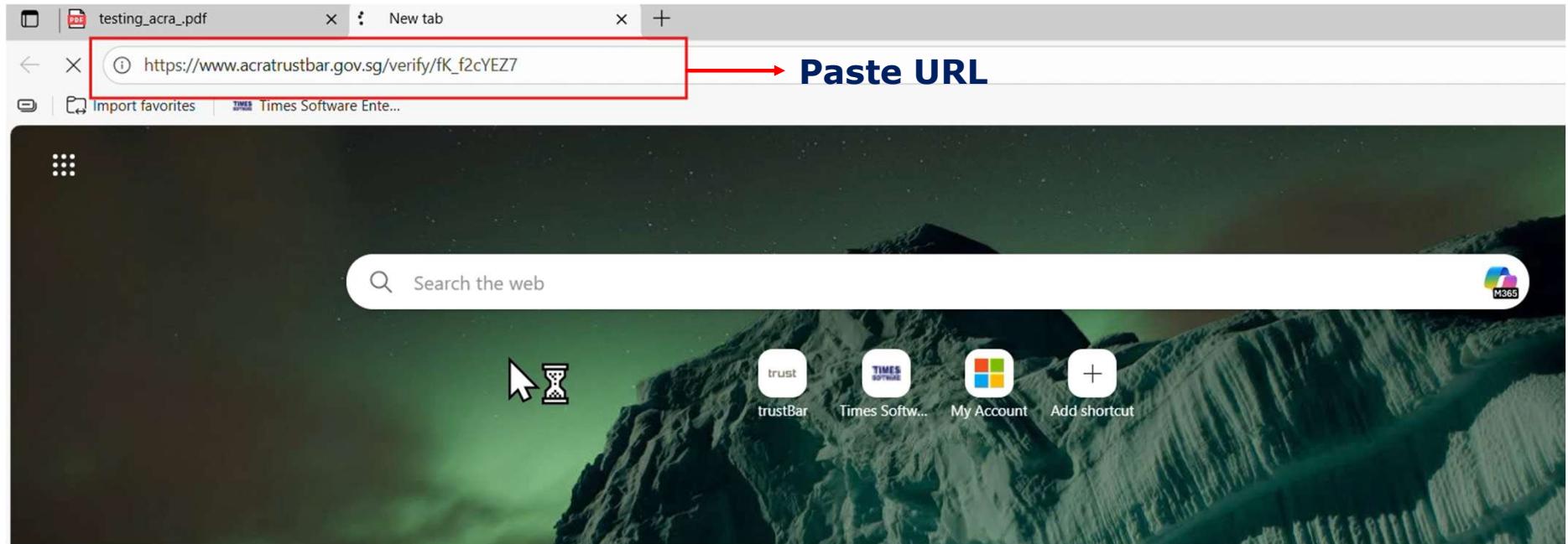
ACCOUNTING AND CORPORATE REGULATORY AUTHORITY (ACRA) 		Business Activities	
		Primary Activity	:
		Secondary Activity	:
<p>Whilst every endeavor is made to ensure that information provided is updated and correct, ACRA disclaims any liability for any damage or loss that may be caused as a result of any error or omission.</p> <p>Date:</p> <p>Name of Company : _____</p> <p>Former Name if any : _____</p> <p>Date of Change of Name : _____</p> <p>UEN : _____</p> <p>Incorporation Date : _____</p> <p>Company Type : _____</p> <p>Status of Company : _____</p> <p>Status Date : _____</p> <p>Registered Office Address : _____</p> <p>Date of Address : _____</p> <p>Date of Last AGM : _____</p> <p>Date of Last AR : _____</p>			
<p>Page 1 of 7</p> <div style="border: 1px solid red; padding: 10px; text-align: center;"><p>Verify Document Instantly Check if this document is issued by ACRA.</p><p>https://www.acratrustbar.gov.sg/verify/fK_f2cYEZ7</p></div>			

Scroll to the middle of the page until the QR code is visible.

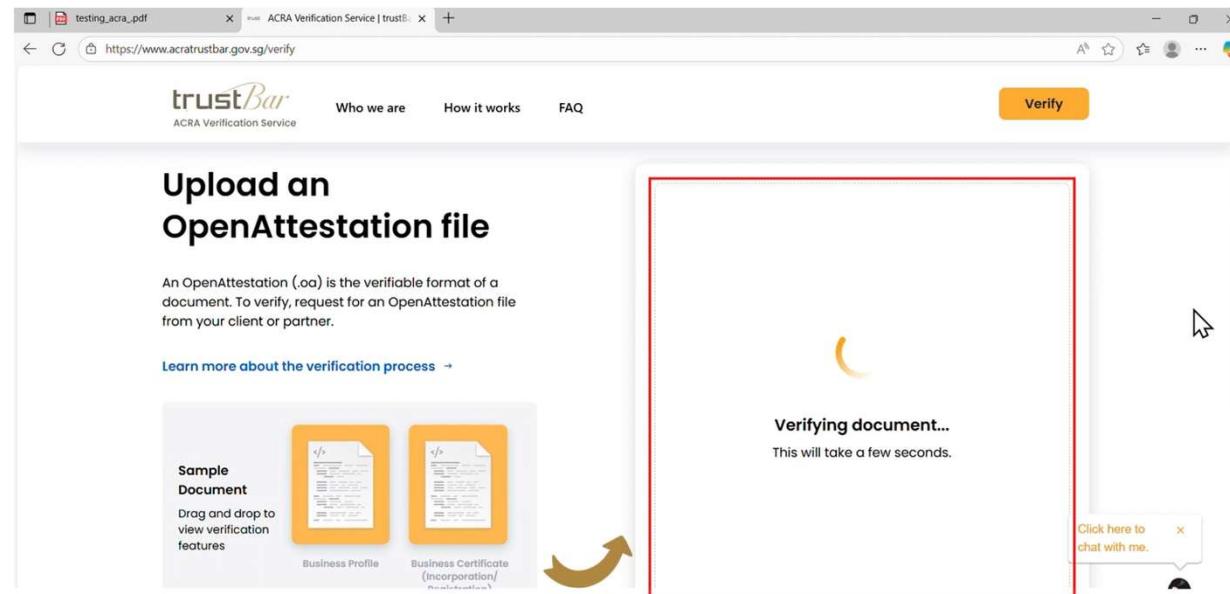
Step 3: Copy the URL linked to the QR code



Step 4: Paste the URL into the browser



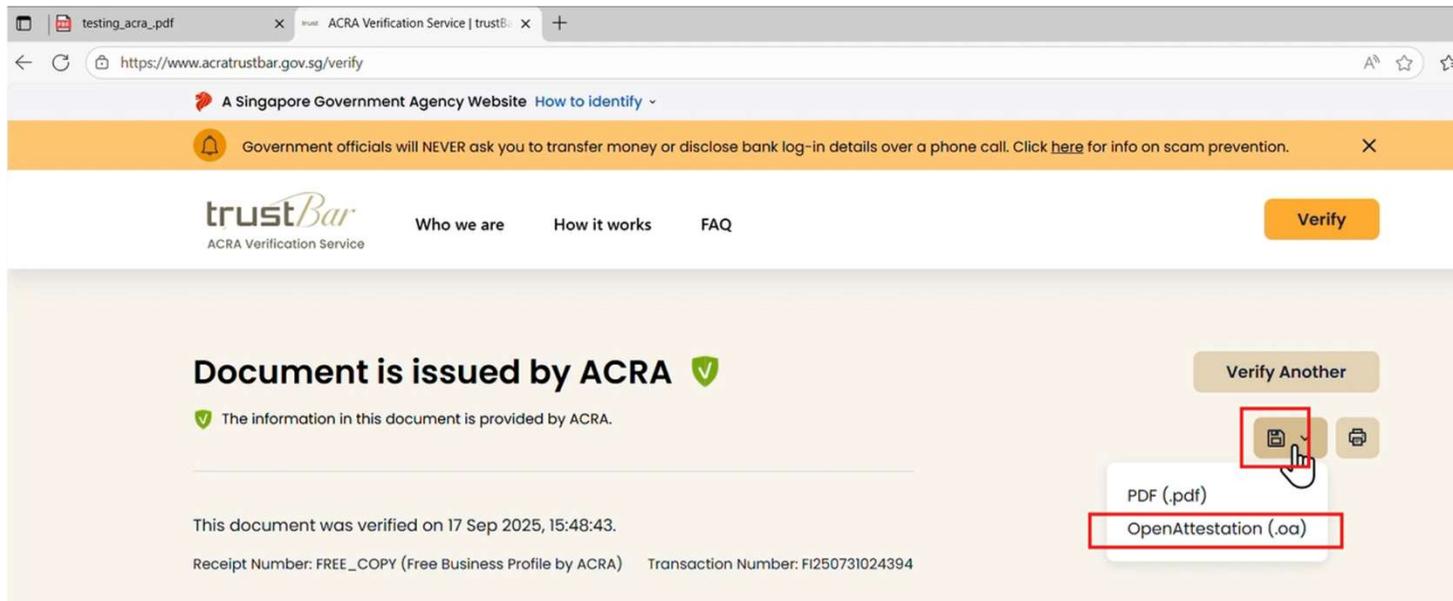
Step 5: ACRA trustBar webpage



The URL will open up ACRA trustBar webpage.

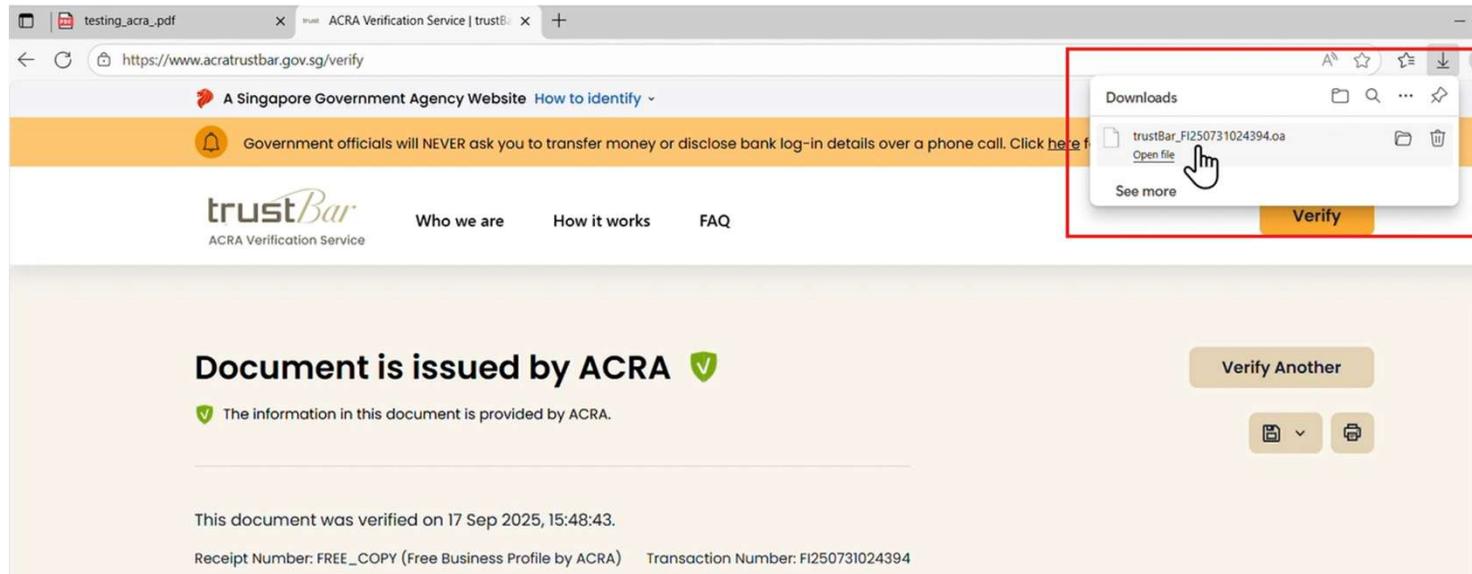
The system will automatically perform a brief verification process.

Step 6: Download OA File



Upon verification is completed, click on the **save button to download OA file.**

Step 7: Save OA File



Save the OA file to your device.