



AXS USER GUIDE

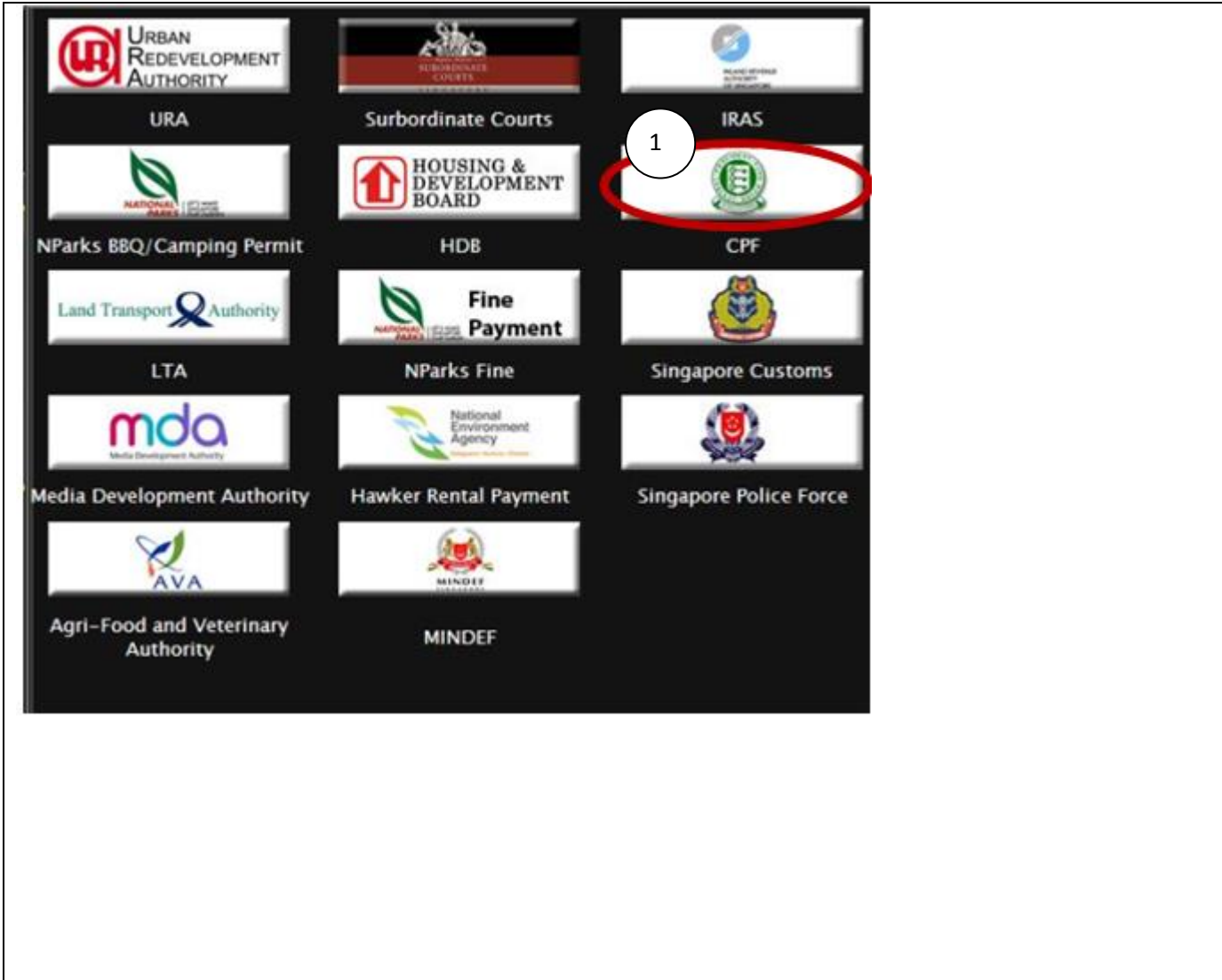
# *CPF e-Submit@AXS*

## *User Guide*

Central Provident Fund Board (CPF Board)

Version : 6.0

Last updated in : May 2016



1 Select **Government** followed by **CPF**.



Central Provident Fund Board  
*Saving For Retirement*

Please select an option:

2

Employer  
Contribution

Member / Self  
Employed Services

Other Employer  
Services

CPF Events

2

Select **Employer  
Contribution**.

Note: You will be logged  
out after 3 minutes of  
inactivity.



Please enter your CPF Submission Number & CPF Account Number

CPF Submission Number :  -  -   
e.g. 209912345B-PTE-01

My CPF Account Number :   
e.g. S1234567X

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Enter your **CPF Submission Number** & **CPF Account Number**.

4

Select **Continue**.

4



**Submission Contribution Details**

Contribution Details For:  (e.g. 01/2016)

Please enter prefix "S" or "T" at the beginning of each employee CPF Account number, e.g. S1234567X.  
Please ensure that the mandatory fields indicated by \* are not left blank.

No.	(a) CPF Acc. No.*	(b) CPF Contribution*	(c) SDL	(d) Agency	(e) Agency Amt.	(f) Ordinary Wages	(g) Additional Wages	(h) Employment Status
1.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
2.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
3.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
4.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
5.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
6.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
7.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
8.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
9.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing
10.	<input type="text"/>	0.00	0.00	-	0.00	0.00	0.00	Existing

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5

Enter the month and year for which you are making CPF contributions followed by your employees' details.

You can submit up to 10 employee records per submission.

6

When you have keyed in all the records, select **Continue**.



Summary of Contribution for Apr 2016

No.	Description	Amount (\$)	No. of Employees
1.	CPF Contribution	1000.00	
2.	CPF Late Payment Interest	<input type="text" value="0.00"/>	
3.	Foreign Worker Levy (FWL)	<input type="text" value="0.00"/>	
4.	Late Payment Penalty for FWL	<input type="text" value="0.00"/>	
5.	Skills Development Levy (SDL) (Compulsory for all, including foreign employees)	<input type="text" value="0.00"/>	
6.	Donation to Community Chest	<input type="text" value="0.00"/>	<input type="text" value="0"/>
7.	Mosque Building & Mendaki Fund (MBMF)	<input type="text" value="0.00"/>	<input type="text" value="0"/>
8.	Singapore Indian Development Association (SINDA) Fund	<input type="text" value="0.00"/>	<input type="text" value="0"/>
9.	Chinese Development Assistance Council (CDAC) Fund	<input type="text" value="0.00"/>	<input type="text" value="0"/>
10.	Eurasian Community Fund (ECF)	<input type="text" value="0.00"/>	<input type="text" value="0"/>

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Enter other contribution details e.g. Skills Development Levy.

8

Select **Continue**.



### Confirmation of E-Payment Details

CPF Submission Number : S1234567D-PTE-11

Amount Payable : \$ 1000.00

Payment Type : CPF e-Submit@AXS

Contribution For : APR 2016

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Please key in your email address to receive the e-receipt for the transaction.

Email

10



9

Enter a valid email address to receive an AXS e-receipt for the transaction.

10

Select **NETS (ATM Card)** or **Diners Club Card** for the payment. Insert your ATM Card or Diners Club Card and follow the on-screen instructions to complete payment.



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**Transaction Successful!**

Thank you for using AXS Station.  
Please collect the receipt.

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**Exit**  
退出

11

Once the transaction is successfully processed, please collect your receipt and click **Exit**.