



How to view Record of Payment (ROP) on CPF EZPay



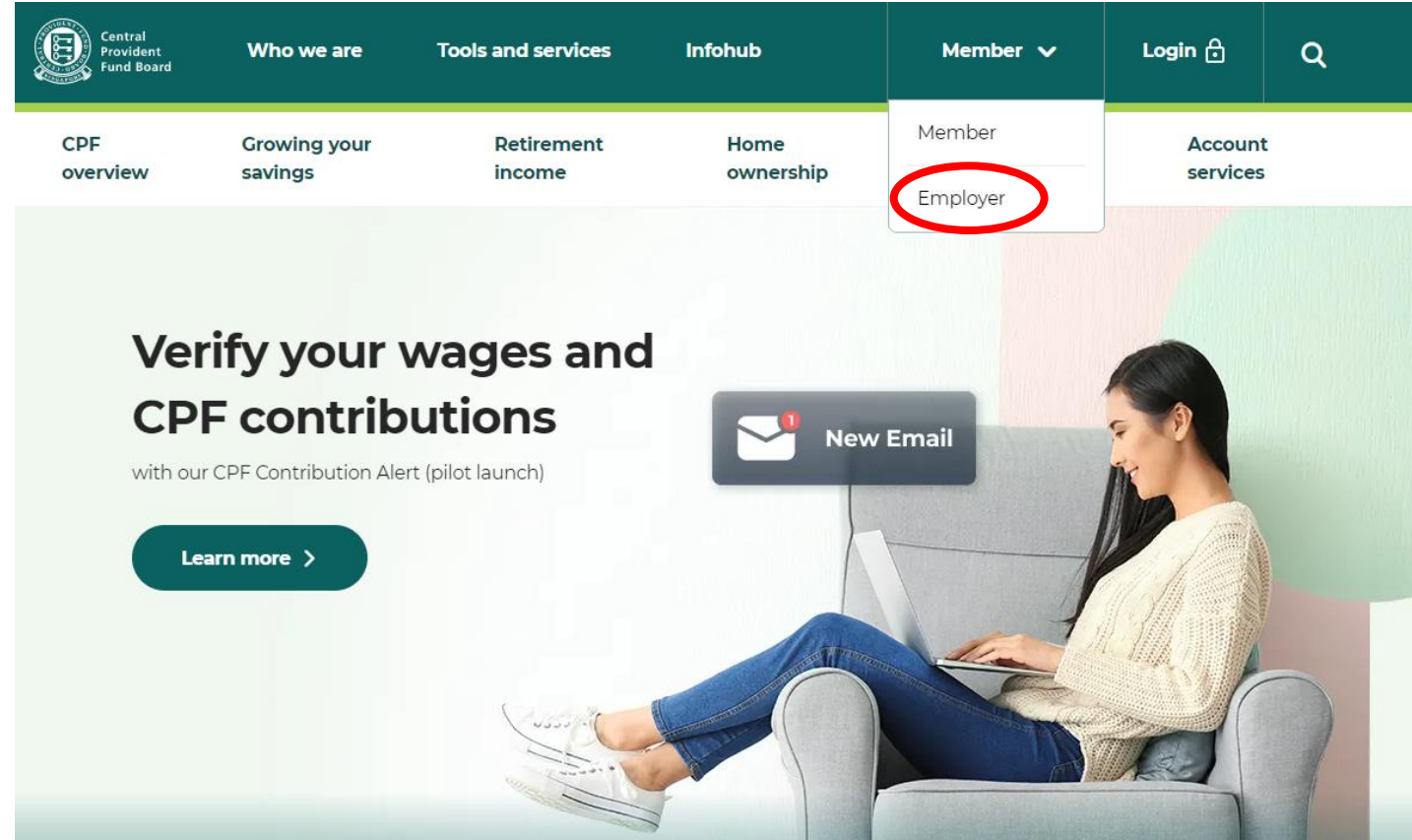
View Record of Payment (ROP) on CPF EZPay

- You can view up to 24 months of electronic ROP via CPF EZPay. If you have applied for a CPF Submission Number (CSN), you are already registered for CPF EZPay! If you are still using hardcopy submissions, you will need to apply for [CPF EZPay](#) to enjoy the benefits.
- You can view your ROP online by the 3rd working day after a successful deduction within CPF EZPay for any submissions you make, including those made via the CPF EZPay Mobile app.
- If your company is an UEN-registered entity and are using this service for the first time, you are required to set up and assign “CPF EZPay” e-Service to your authorised officers in [Corppass portal](#) to allow access control at CSN level. Please refer to our cpf.gov.sg/corppassuserguide.
- If you are not able to view the ROP, please write to us at cpf.gov.sg/writetous.



Steps to view Record of Payment (ROP) on CPF EZPay

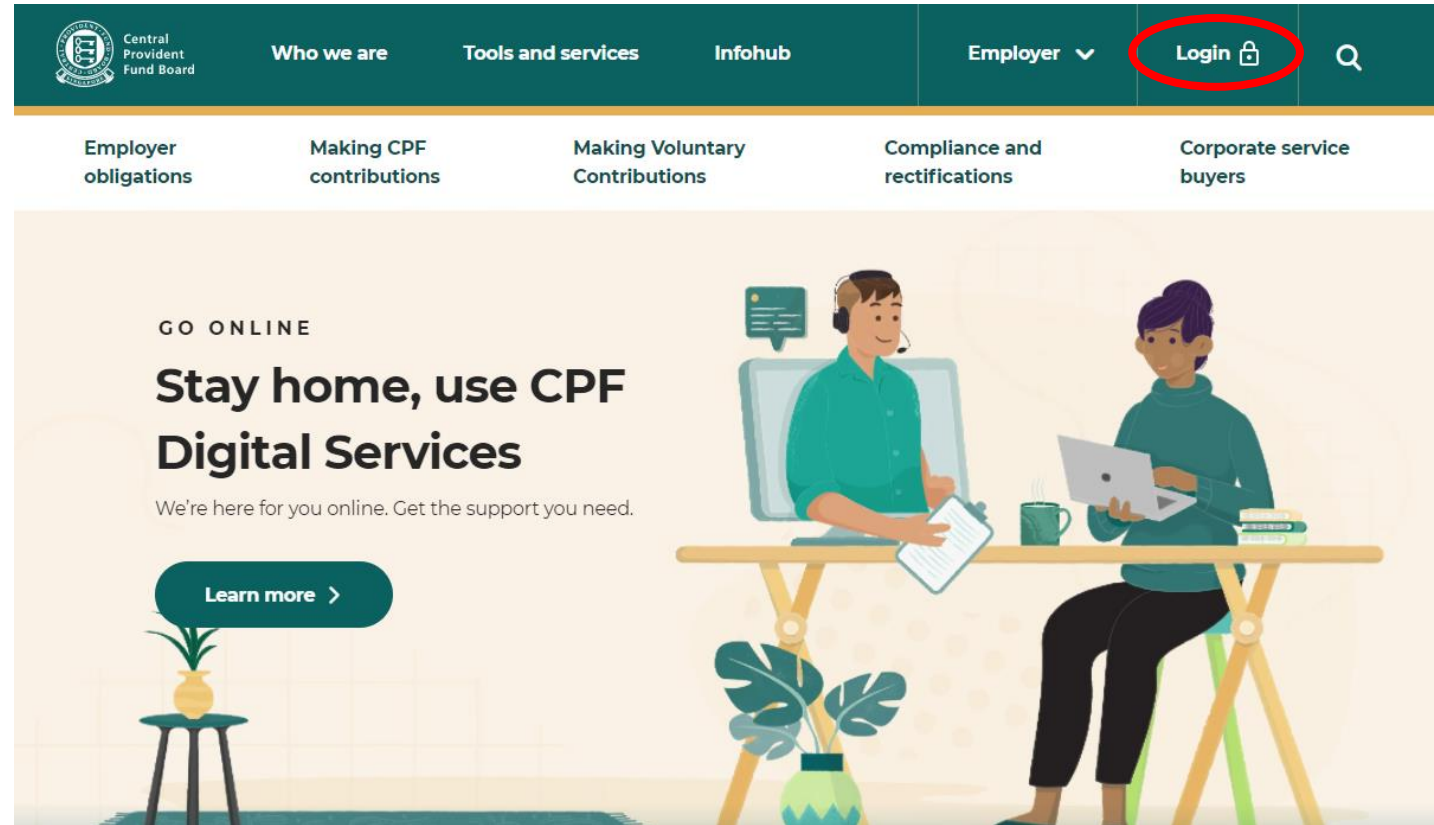
1. Go to cpf.gov.sg.
2. Select **Employer**.





Steps to view Record of Payment (ROP) on CPF EZPay

3. Select **Login**.






Steps to view Record of Payment (ROP) on CPF EZPay

4. Select **CPF EZPay**.

Please select the e-transaction you wish to perform:



Submission of CPF contribution details (For registered users)



Other Employer Services
Perform other employer transactions

Employers can submit your employees' CPF contribution details, make payment and view the record of payment electronically.



Steps to view Record of Payment (ROP) on CPF EZPay

5. Select the type of business entity applicable to you and log in with your **Singpass**¹.

¹If you are a UEN-registered entity and using CPF EZPay for the first time, please refer to our cpf.gov.sg/corppassuserguide to perform a one-time setup.

Please select your login method:

**For UEN-registered
entities**
(log in with Singpass)

**For individuals trading
under own name**
(log in with Singpass)

Please note that from 11 April 2021, you will be required to login to government digital services for businesses (G2B) using Singpass instead of Corppass. For more information, visit go.gov.sg/corporate-login



Steps to view Record of Payment (ROP) on CPF EZPay

6. Under **Manage Records & Particulars**, select **View Record of Payment**.

Submit Contribution

- CPF EZPay
- CPF EZPay (FTP)
(For payroll software users)
- Activate Electronic Standing Instruction (ESI)

Manage Records & Particulars

- View / Amend / Delete Submission
- **View Record of Payment**
- View / Update Particulars



Steps to view Record of Payment (ROP) on CPF EZPay

7. You will be directed to the **Enquiry of Record of Payment(s)** page.

8. Click on the Statement No.

9. You will be prompted to open or save the PDF version of the ROP.

10. To print, click on the Printer icon at the top left-hand corner of the PDF version of the ROP.

You can only view ROP online up to 24 months. You may wish to download and keep a copy of your ROP if you require it for future reference.

Enquiry of Record of Payment(s)

The print form is created in Adobe Portable Document Format (PDF). To view and print the form, you will need Adobe's free Acrobat Reader. You can download it by clicking on the Get ADOBE READER icon.



List of Record of Payment (Last 24 months)

- To view Record of Payment, please click "Statement No".

Total Record(s): 24

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S/N	Statement No.	Payment Received Date	Month Paid For
1	13579234 (PDF, 13.64KB)	02/11/2020	NOV 2020
2	13579234 (PDF, 13.64KB)	01/11/2020	NOV 2020

Do you want to open or save ropResult.pdf (13.6 KB) from [redacted] ?

Open Save Cancel x