



HOW TO

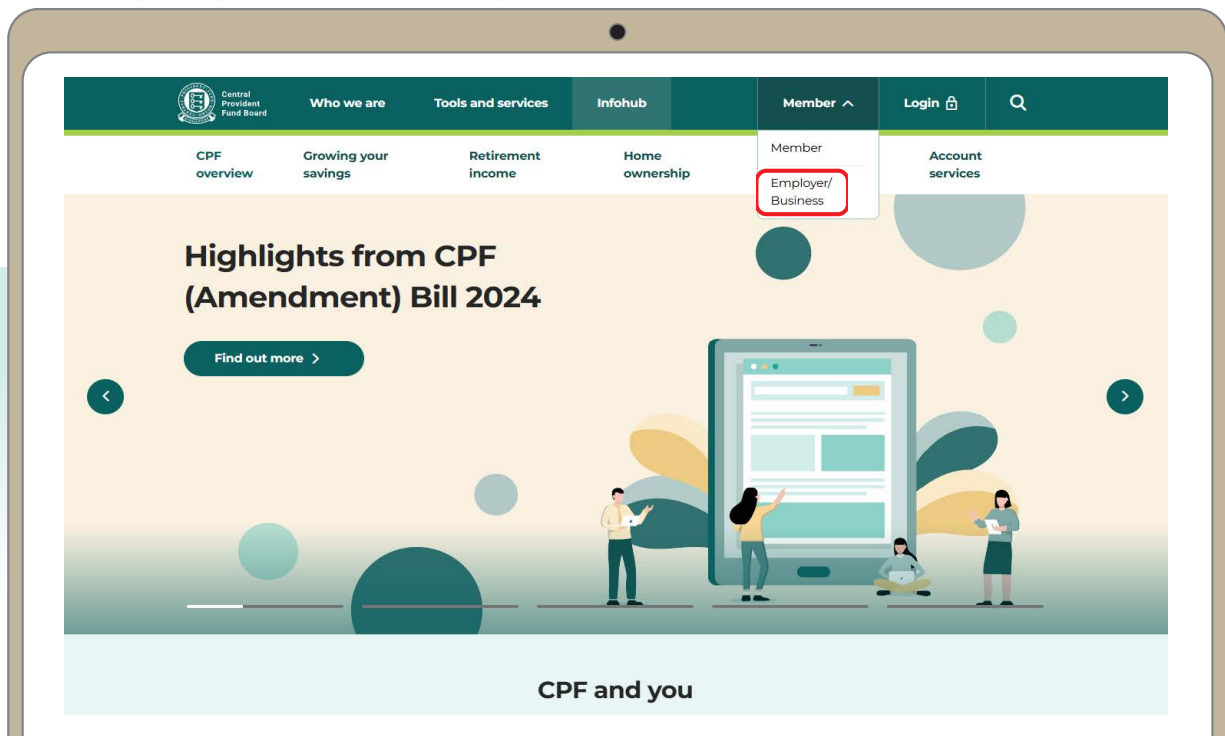
View Record of Payment (ROP) on CPF EZPay

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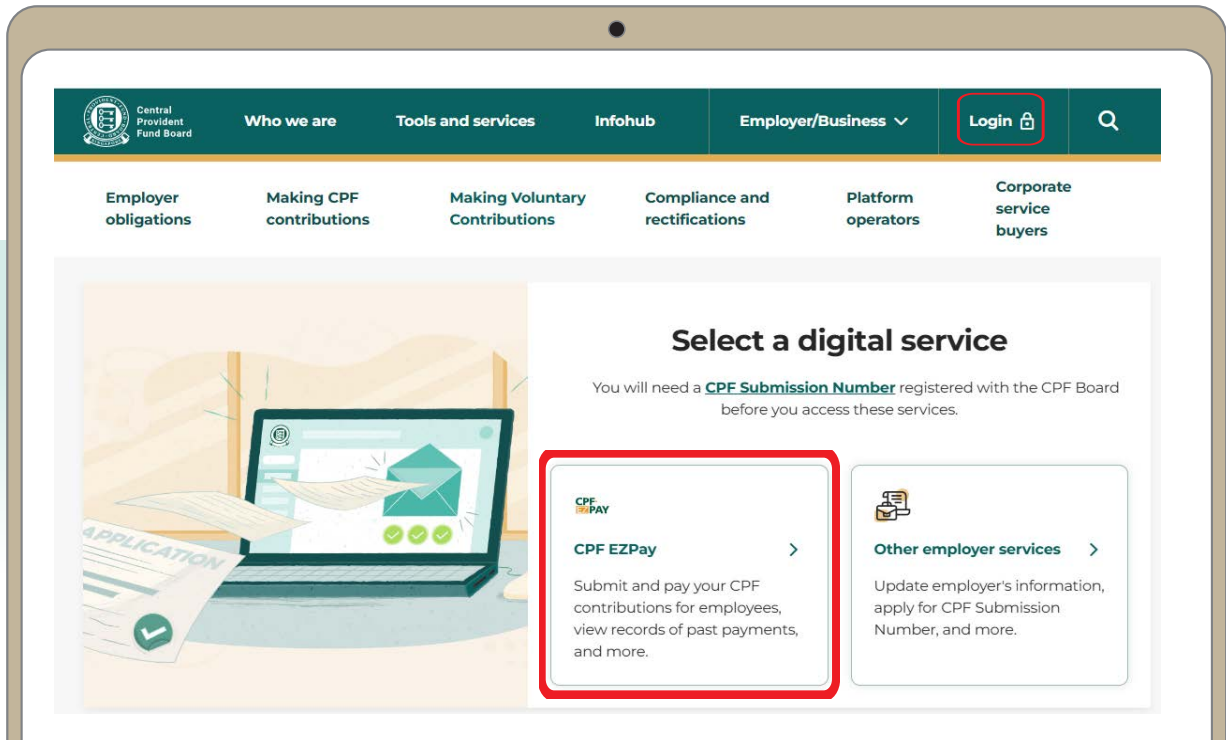
1. You can view up to 24 months of electronic ROP via CPF EZPay. If you have applied for a CPF Submission Number (CSN), you are already registered for CPF EZPay!
2. You can view your ROP online by the 3rd working day after a successful deduction within CPF EZPay for any submissions you made, including those made via the CPF EZPay Mobile app.
3. If your company is an UEN-registered entity and is 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 cpf.gov.sg/corppassuserguide.
4. If you are unable to view the ROP, please write to us at cpf.gov.sg/writetous.

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

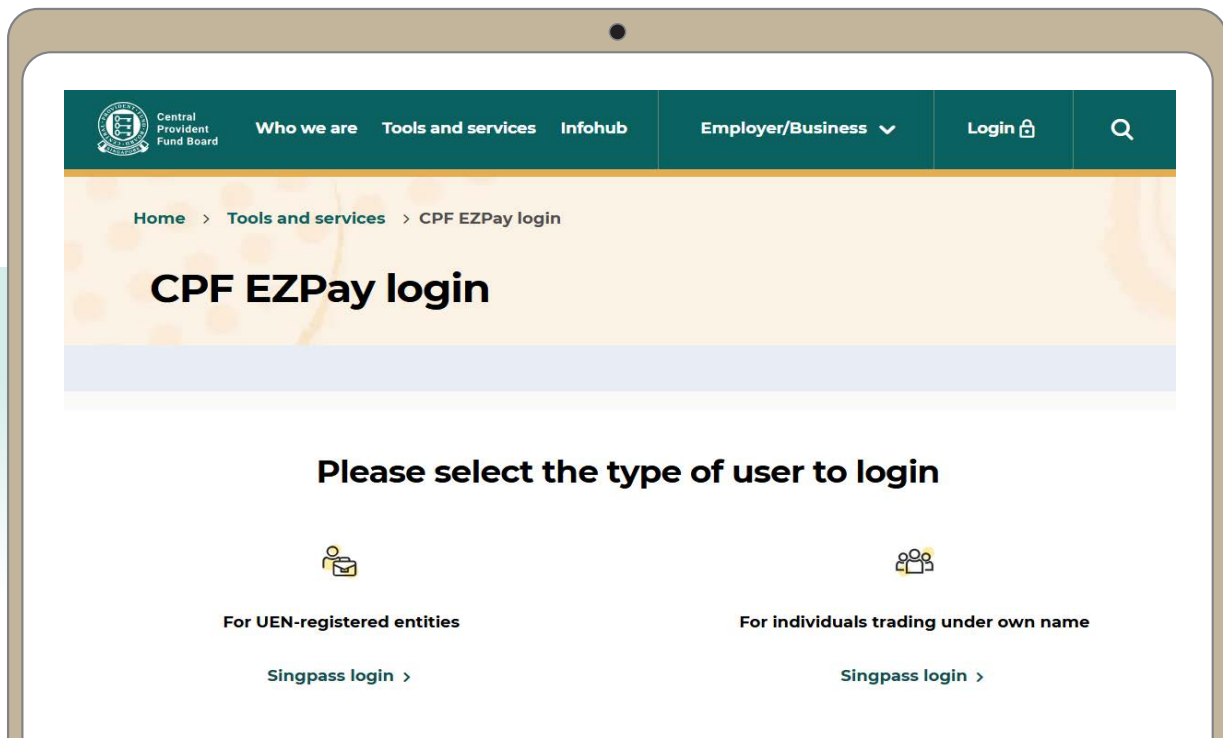
1. Go to cpf.gov.sg
2. Select **Employer/Business**



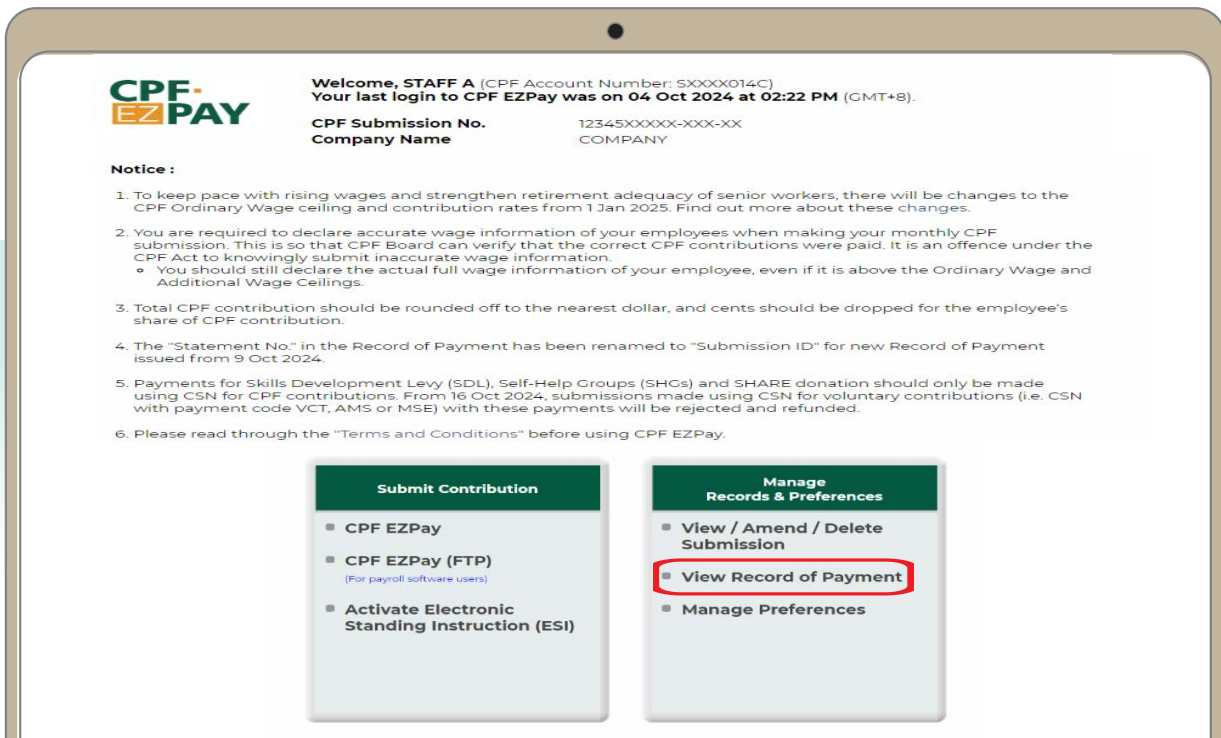
3. Click on **Login**, then select **CPF EZPay**.



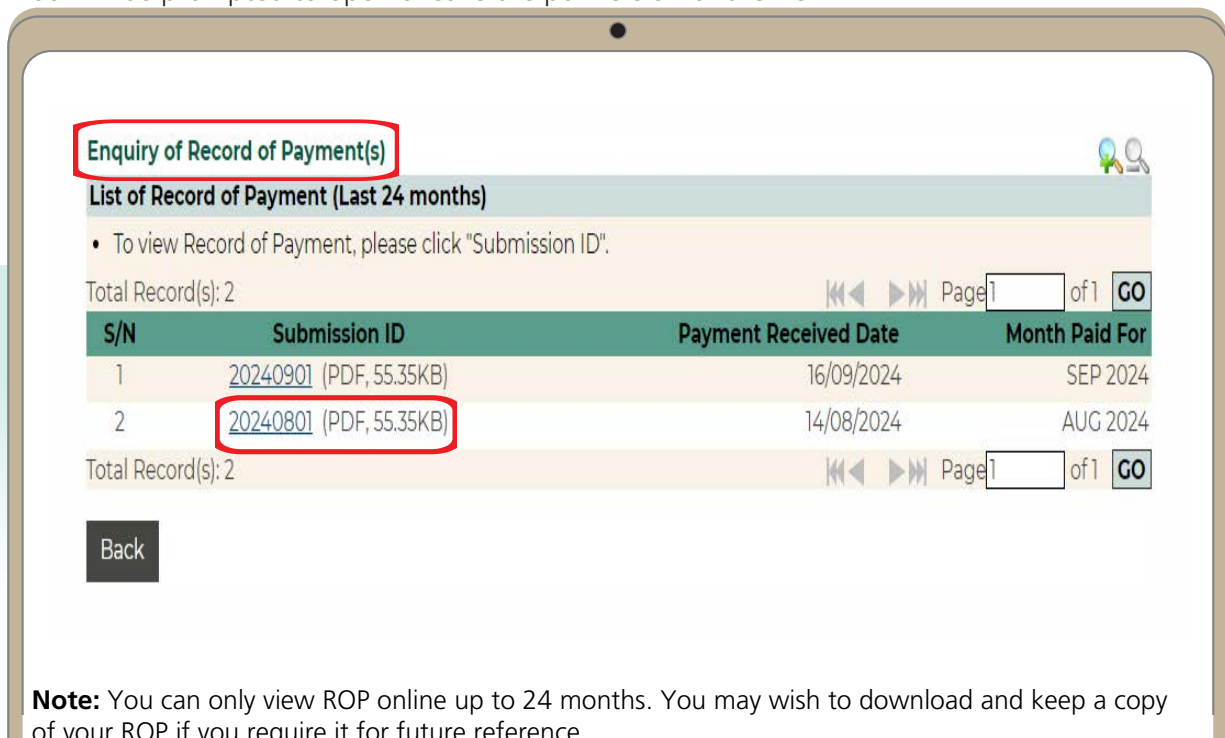
4. Select the type of business entity applicable to you and log in with your **Singpass**.



5. Under **Manage Records & Preferences**, select **View Record of Payment**.



6. You will be directed to the **Enquiry of Record of Payment(s)** page.
7. Click on the Record of Payment (ROP) that you wish to view, e.g. 20240801. Please note that the "Statement No." in the ROP has been renamed to "Submission ID" for new ROP issued from 9 Oct 2024.
8. You will be prompted to open or save the pdf version of the ROP.



Note: 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.