

**Step-by-Step Guide for Applicant
Temporary Directional Signs Application
via TDS Online System**

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About this guide

Purpose & Objective

This is a step-by-step guide for applicants to apply for Temporary Directional Signs (TDS) application(s) on TDS Online System via LTA.Prompt.

Who can apply?

- ❖ Developer
- ❖ Contractor on behalf of the Developer

Pre-requisite

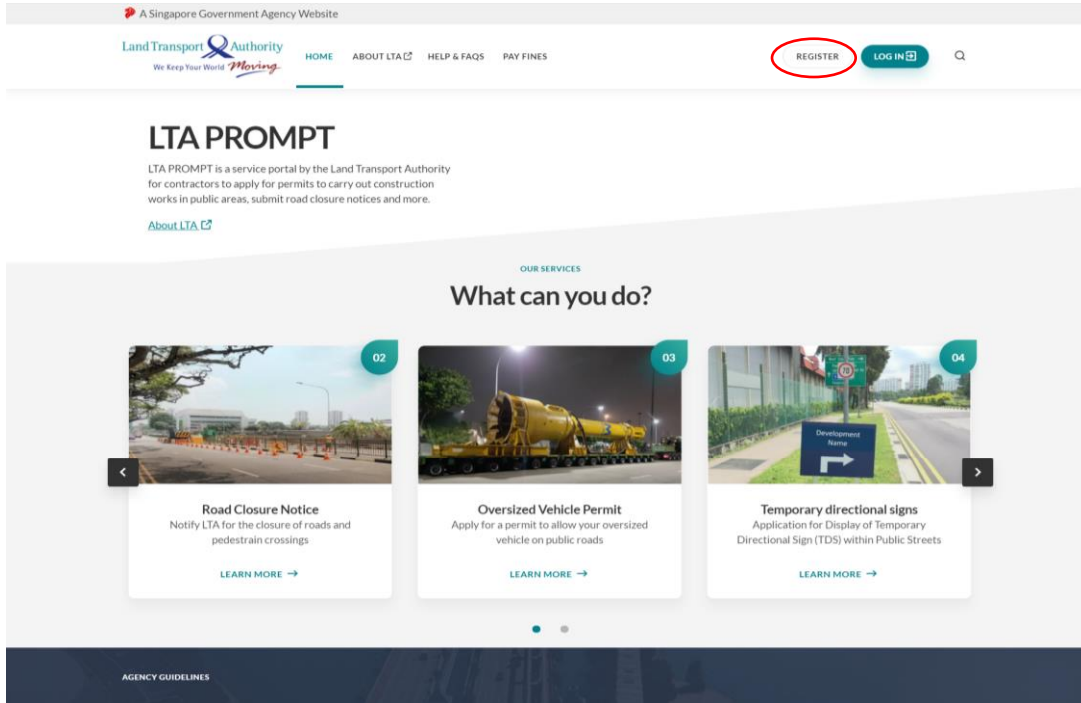
- ❖ Applicant will login TDS Online System using Corppass Credentials.
(Applicant must first create the Corppass Account through their company's Corppass Administrator)

Click [here](#) to return to Content Page

Guide to register as LTA.Prompt user

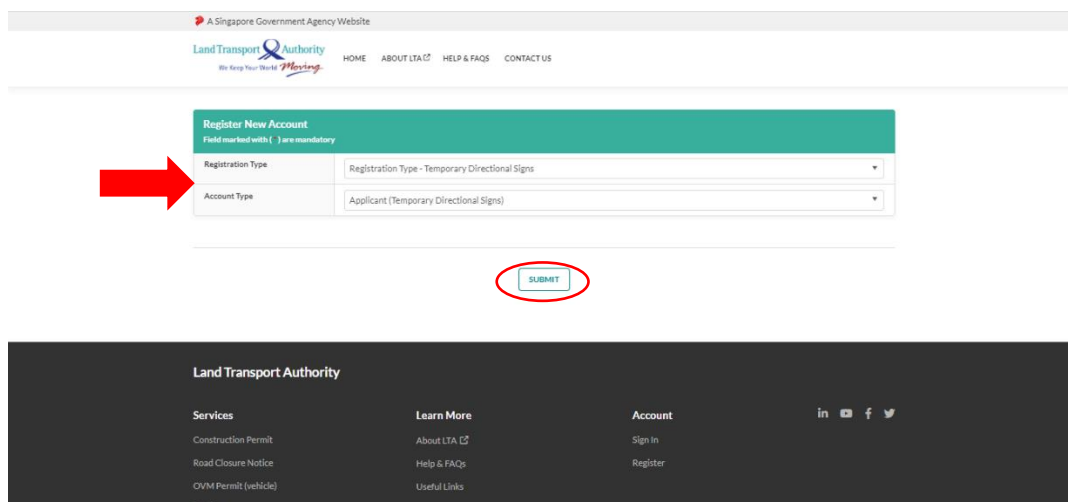
❖ **Step 1:** Access LTA.Prompt website, <http://prompt.lta.gov.sg>.

❖ **Step 2:** Click “Register”.



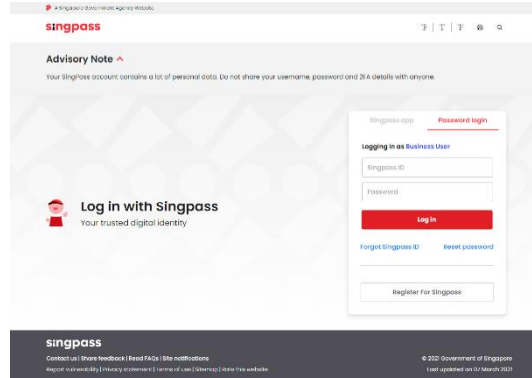
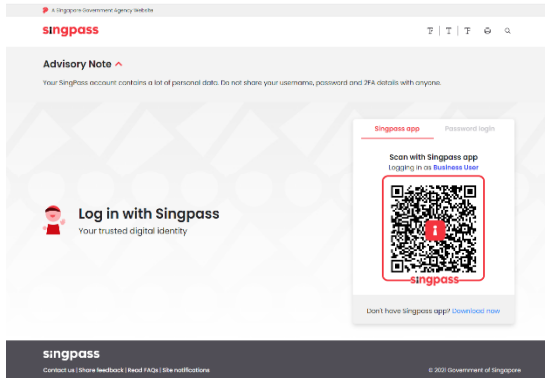
❖ **Step 3:** Select:

- (i) “Registration Type - Temporary Directional Signs” from “Registration Type”;
- (ii) “Applicant (Temporary Directional Signs)” from “Account Type”;
- (iii) Click “Submit”.



Step 4: System will prompt you to login.

(Applicant must first create the Corppass Account through their company's Corppass Administrator)



❖ **Step 5:** Complete the eform.

Click "Submit" to continue or "Cancel" if you do not wish to continue.

A screenshot of a registration form for "Registration for Applicant (Temporary Directional Signs)". The form is divided into several sections: "Registration for Applicant (Temporary Directional Signs)", "Company Address", and "User Profile".
1. "Registration for Applicant (Temporary Directional Signs)":
- Field marked with (*) are mandatory.
- ROC/ROB/ACRA/UEN No. (mandatory): 180036965C
- Company Name (*): [Empty text box]
2. "Company Address":
- Postal Code (*): [Empty text box]
- Blk/Hse No. (*): [Empty text box] | Floor No./Unit No.: [Empty text box] | #: [Empty text box] - [Empty text box]
- Street Name (*): [Empty text box]
- Building Name: [Empty text box]
3. "User Profile":
- User Name (*): [Empty text box]
- Email Address (*): [Empty text box]
- Handphone No. (*): [Empty text box]
- Office No.: [Empty text box] | Fax No.: [Empty text box]
At the bottom of the form, there are two buttons: "SUBMIT" and "CANCEL", both of which are circled in red.

- ❖ **Step 6:** Preview of the completed eform, read the “Terms and Conditions” and check acceptance of the Terms and Conditions. Click “Submit” to continue, “Previous” to return to the earlier page or “Cancel” if you do not wish to continue.

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Registration for Applicant (Temporary Directional Signs) - Confirmation

ROC/ROB/ACRA/UEN No.	180036965C		
Company Name	Candy Pte Ltd		

Company Address

Postal Code	650123		
Blk/Hse No.	123	Floor No./Unit No.	#10 - 01
Street Name	BUKIT BATOK CENTRAL		
Building Name			

User Profile

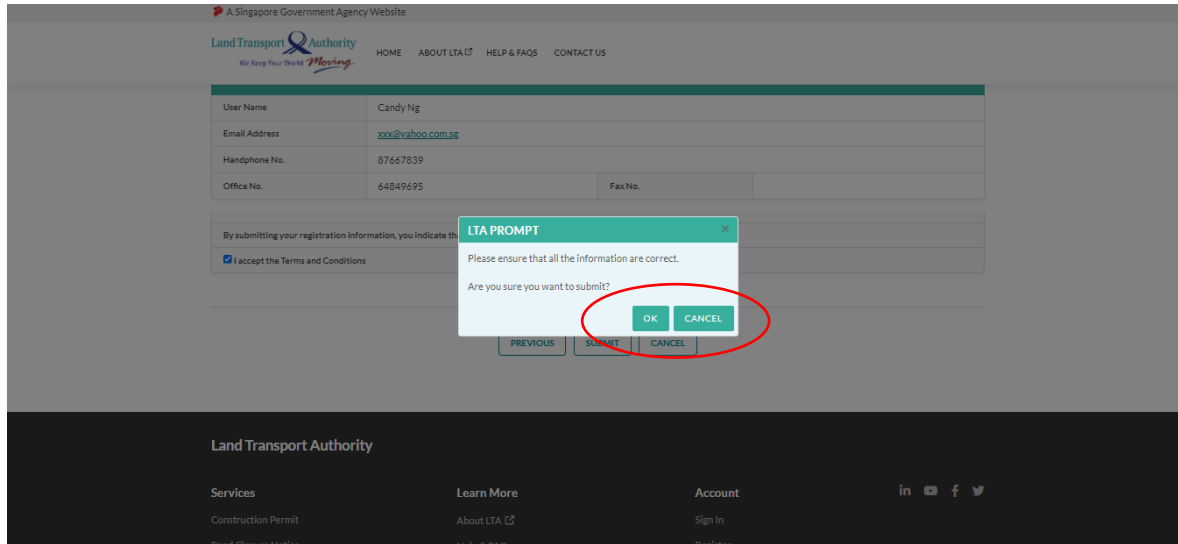
User Name	Candy Ng		
Email Address	xxx@yahoo.com.sg		
Handphone No.	87667839		
Office No.	64849695	Fax No.	

By submitting your registration information, you indicate that you agree to the [Terms and Conditions](#)

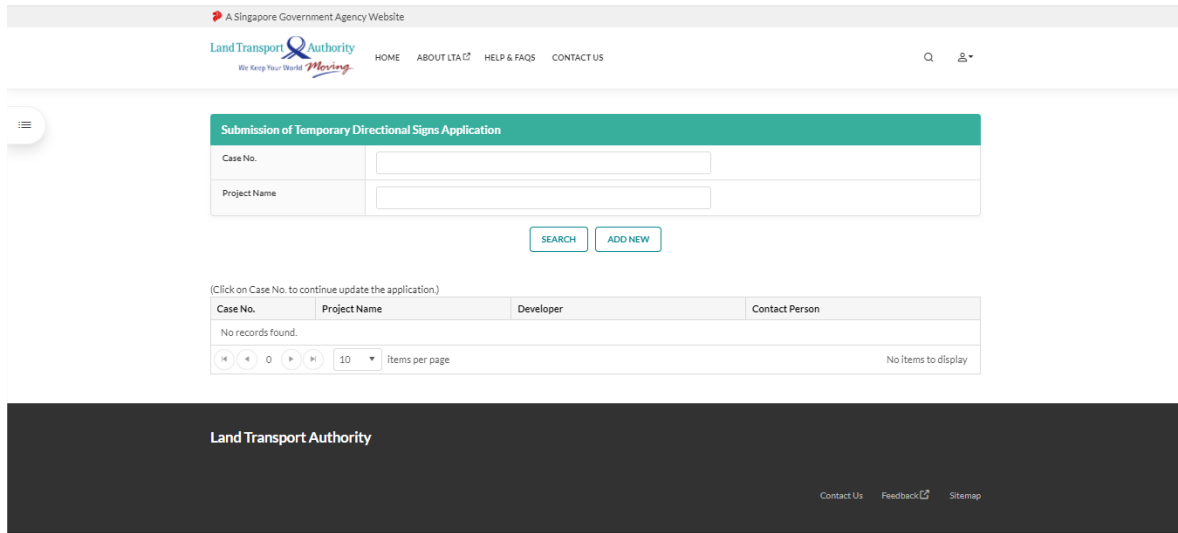
I accept the Terms and Conditions

[PREVIOUS](#) [SUBMIT](#) [CANCEL](#)

- ❖ **Step 7:** System will prompt if you wish to submit.
Click “Ok” to continue or “Cancel” if you do not wish to continue.



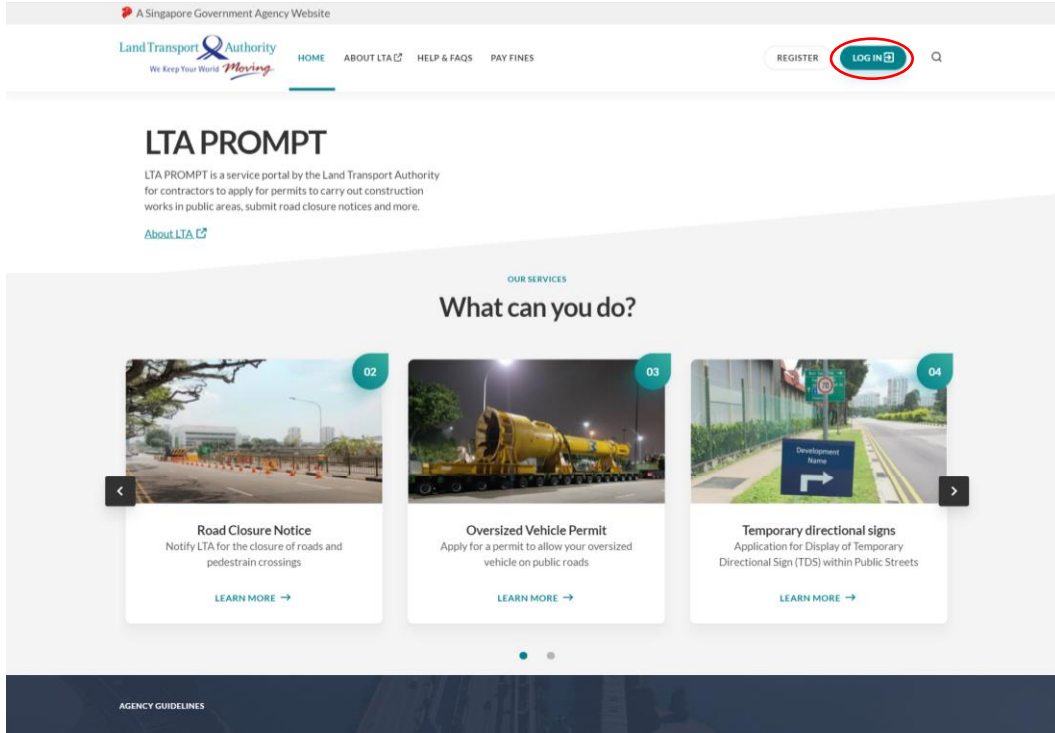
- ❖ **Step 8:** Your registration is successful, and you can start to submit the application.



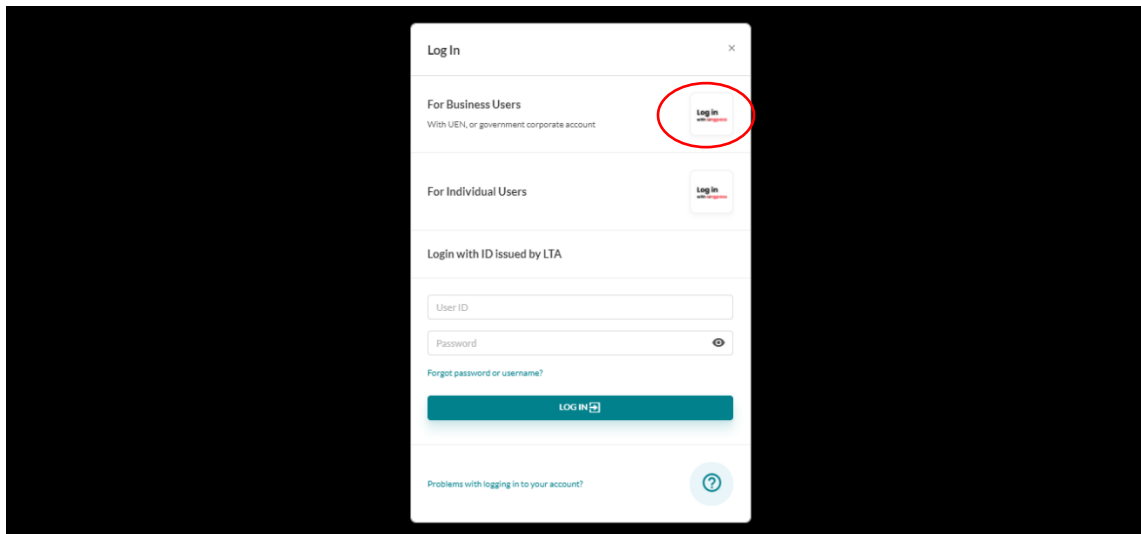
Click [here](#) to return to Content Page

Edit Profile

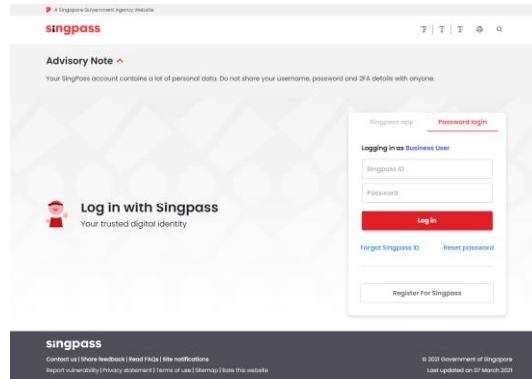
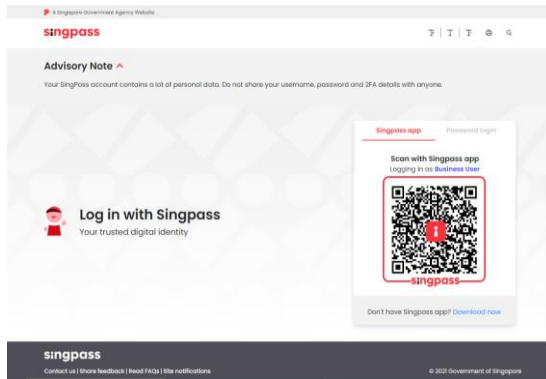
❖ Step 1: Click “Log in”



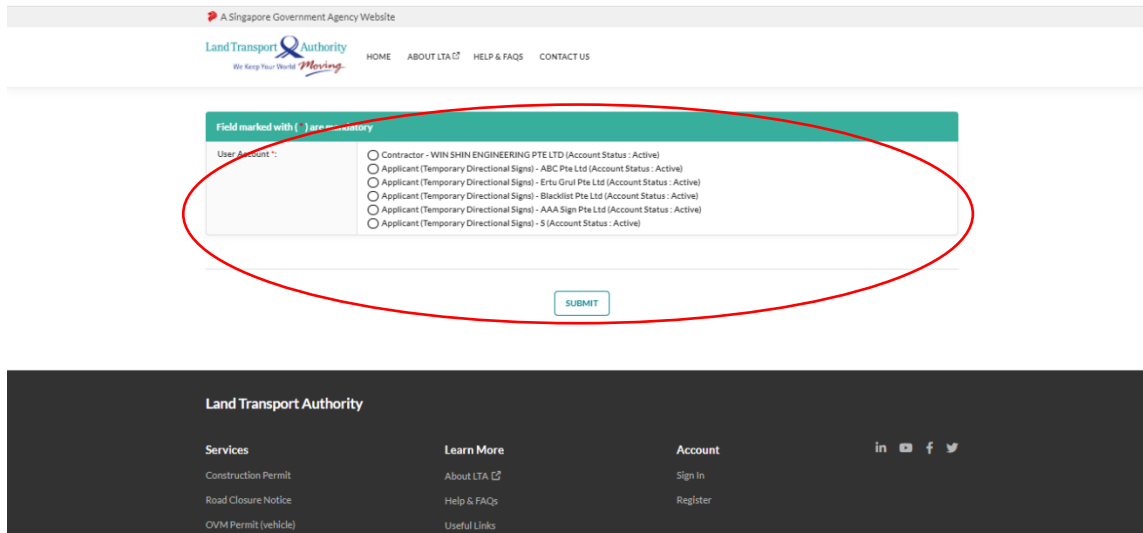
❖ Step 2: Click “Log in with Singpass” For Business Users



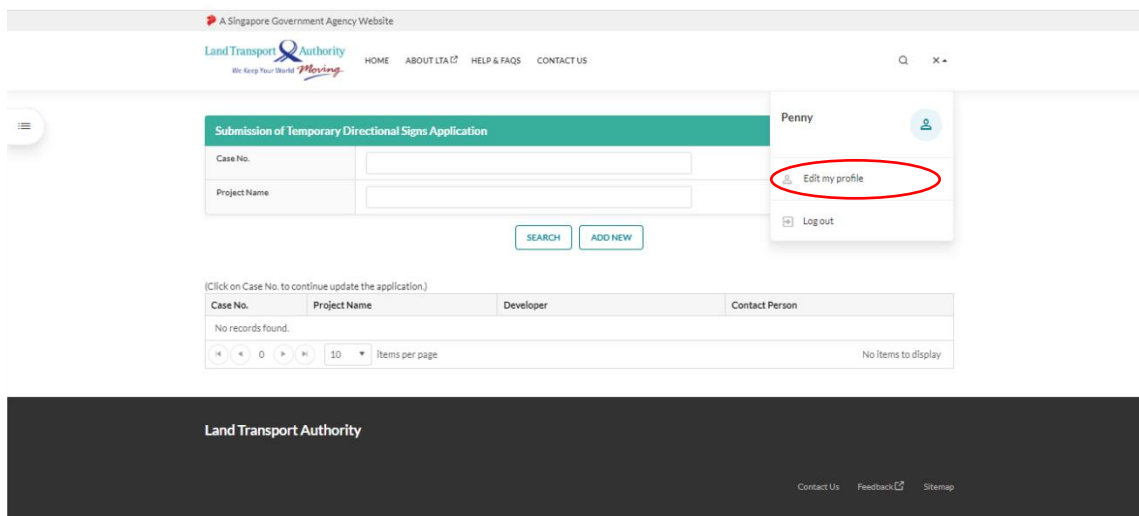
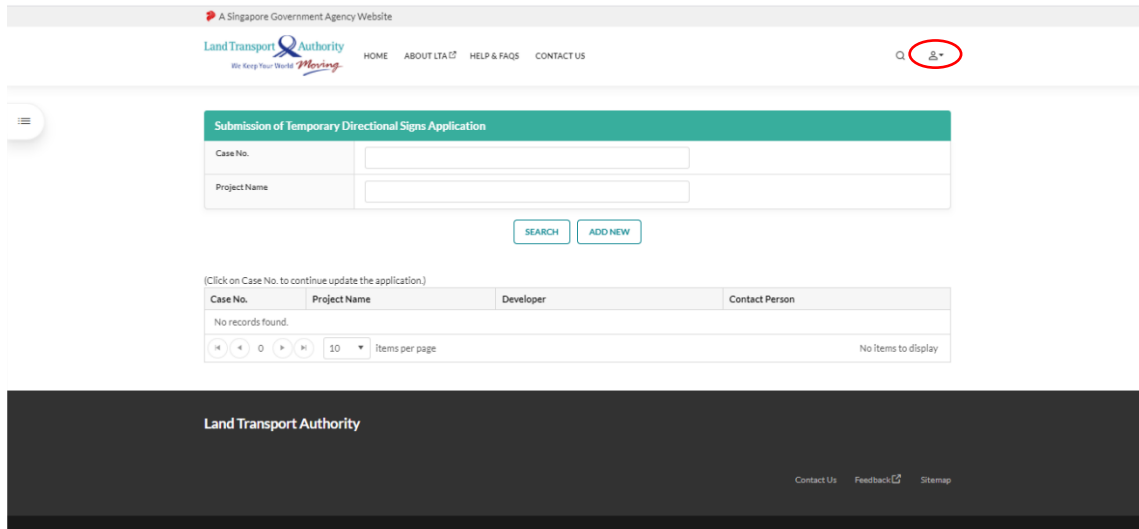
❖ **Step 3: Login using the Singpass app or via Password login.**



❖ **Step 4: Select your User Account.**
Click "Submit" to continue.



❖ **Step 5:** Click on icon and select “Edit my profile”



- ❖ **Step 6:** You can edit your information.
Click “Submit” to continue.

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Update My Profile

Field marked with (*) are mandatory

ROC/ROB/ACRA/UEN No.	12345678A		
Company Name *	ABC Pte Ltd		

Company Address

Postal Code *	650111	Floor No./Unit No.	# 01 - 21
Blk/Hse No. *	160		
Street Name *	BUKIT BATAK WEST AVENUE 6		
Building Name			

User Profile

User Name	Penny		
Email Address *	xxx@yahoo.com.sg		
Handphone No. *	88888888		
Office No.	61234567	Fax No.	

SUBMIT

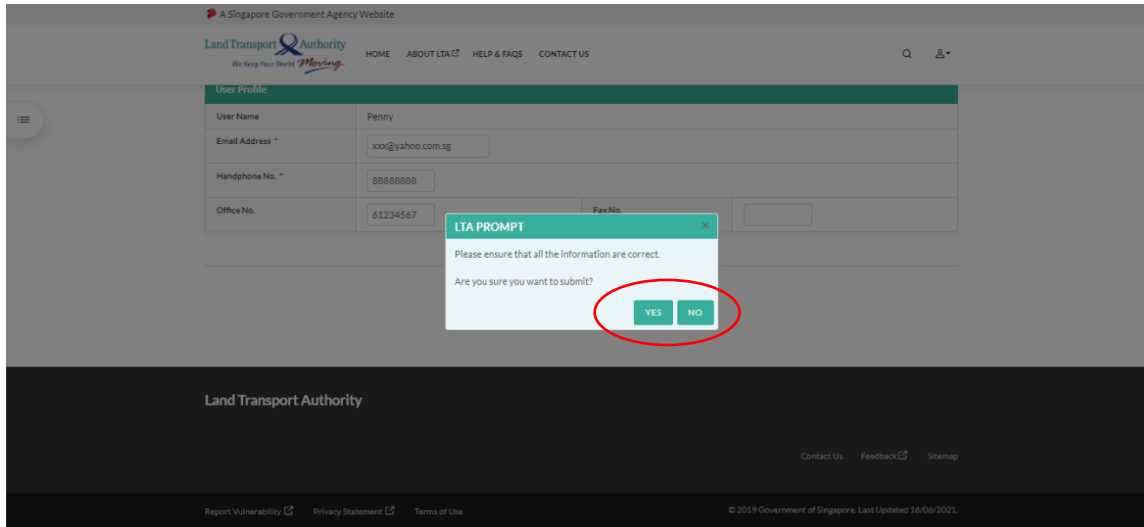
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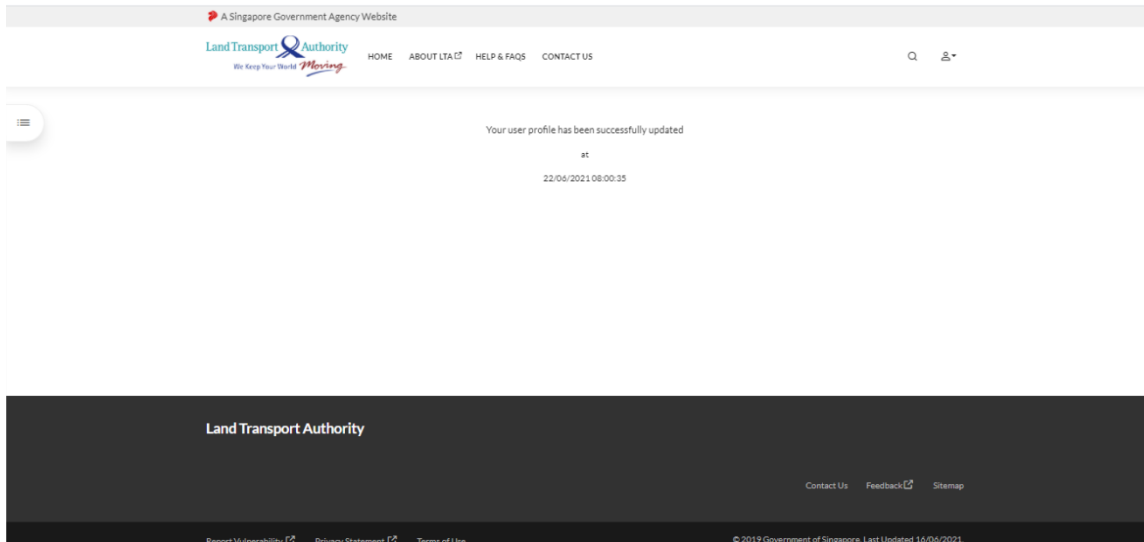
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- ❖ **Step 7:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 8:** System will update that the user profile has been successfully updated.

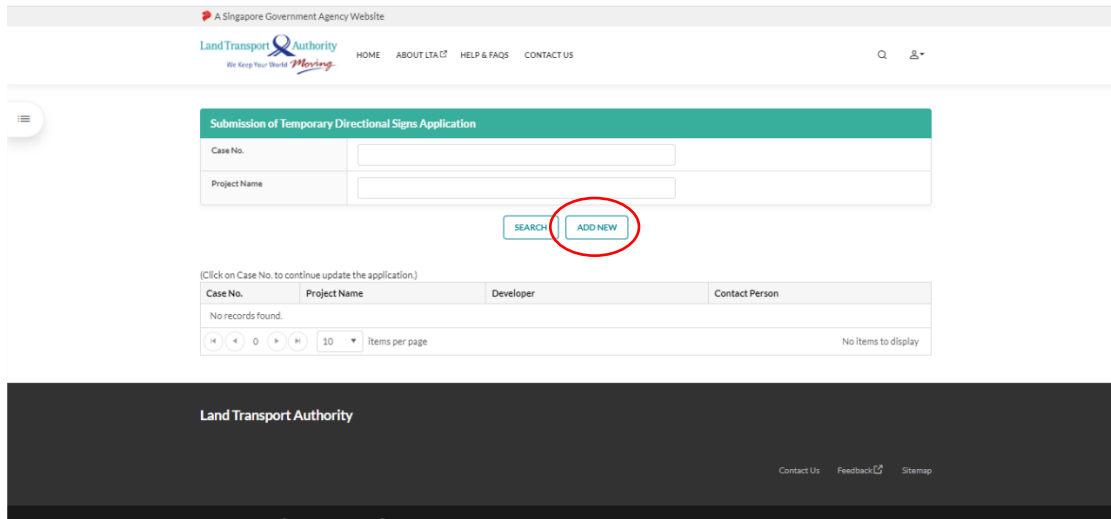


Click [here](#) to return to Content Page

Submit New Application

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

❖ **Step 1:** After logging into the system, click “Add New” to start submitting the new application.



The screenshot displays the Land Transport Authority (LTA) website interface for submitting a new application. The page title is "Submission of Temporary Directional Signs Application". It features a search bar with two input fields: "Case No." and "Project Name". Below the search bar are two buttons: "SEARCH" and "ADD NEW", with the "ADD NEW" button highlighted by a red circle. A table below the search bar shows a list of records, but it is currently empty, displaying "No records found." and "No items to display". The footer of the page includes the LTA logo and navigation links for "Contact Us", "Feedback", and "Sitemap".

Case No.	Project Name	Developer	Contact Person
No records found.			

❖ **Step 2: Complete the eform.**

Click “Submit” to continue or “Cancel” if you do not wish to continue.

Note:

1. Application must be submitted 30 days before the display start date.
2. The maximum display period for Wooden material is 6 months and Aluminum material is 12 months.
3. The display of TDS can only be allowed up to 6 months after the date of the Temporary Occupation Permit (TOP)/ expected TOP.
4. The Display location must be managed by LTA.

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Submission of Temporary Directional Signs Application

Field marked with * are mandatory

This e-Service allows applicants to submit Temporary Directional Signs (TDS) application. Time required to complete the eform is approximately 15 minutes.
For more information, please refer to the [Guidelines and Technical Requirements for Temporary Directional Signs within Public Street](#)
Please note that payment made for the application **WILL NOT BE REFUNDED**.
For any enquiries, please email us at LTA_Licensing_TDS_Vtanner@lta.gov.sg

Developer's Details

Developer's Name *	<input type="text"/>
ROC/ROB/ACRA/UEI No. *	<input type="text"/>
Postal Code *	<input type="text"/>
Blk/Flr No. *	<input type="text"/>
Floor No./Unit No.	# <input type="text"/> - <input type="text"/>
Street Name *	<input type="text"/>
Building Name	<input type="text"/>
Contact Person Name *	<input type="text"/>
Contact Person Name *	<input type="text"/>
Email Address *	<input type="text"/>
Handphone No. *	<input type="text"/>
Office No.	<input type="text"/>
Fax No.	<input type="text"/>

Application Details

Display Start Date *	<input type="text"/>	Display End Date *	<input type="text"/>
Temporary Occupation Permit (TOP) Date *	<input type="text"/>	Display Duration	<input type="text"/>
Material Type *	<input type="radio"/> Wooden (Maximum display period is 6 months) <input type="radio"/> Aluminium (Maximum display period is 12 months)		
Project Name *	<input type="text"/>		
Project Nearest Road *	Please Select		

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	Please Select	<input type="text"/>
Location 2	Please Select	<input type="text"/>
Location 3	Please Select	<input type="text"/>
Location 4	Please Select	<input type="text"/>
Location 5	Please Select	<input type="text"/>

Documents / Plans Attached

Location Plan *	Select File...	Drop files here to upload
Detailed site plan with superimposed TDS On-Site photographs *	Select File...	Drop files here to upload
Authorisation Letter from Developer *	Select File...	Drop files here to upload
Approval Letter from Street and Building Names Board (SBNB) *	Select File...	Drop files here to upload
TDP Approval Certificate (BCA)	Select File...	Drop files here to upload

SUBMIT **CANCEL**

❖ **Step 3:** Preview of the completed eform.

Click “Confirm” to continue, “Save as draft” to continue later (the information will be saved in the system for 2 weeks) or “Previous” to return to the earlier page.

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Submission of Temporary Directional Signs Application (Confirmation)

Developer's Details

Developer's Name	ABC Pte Ltd		
ROC/ROB/ACRA/UEN No.	123456		
Postal Code	640421		
Blk/Hse No.	421	Floor No./Unit No.	#12-00
Street Name	JURONG WEST STREET 42		
Building Name			
Contact Person Name	Happy		
Email Address	xxx@yahoo.com.sg		
Handphone No.	98765432		
Office No.		Fax No.	

Application Details

Display Start Date	24-Jun-2021	Display End Date	31-Jul-2021
Temporary Occupation Permit (TOP) Date	18-Mar-2021	Display Duration	2 Months
Material Type	Wooden		
Project Name	Kindness Residence		
Project Nearest Road	WOODLANDS AVENUE 1		

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	WOODLANDS AVENUE 10	12
Location 2	WOODLANDS AVENUE 1	68
Location 3	WOODLANDS AVENUE 12	57
Location 4	GAMBAS AVENUE	46
Location 5	WOODLANDS AVENUE 10	13
Location 6	GAMBAS AVENUE	45

Documents / Plans Attached

Location Plan	1 156 Ang Mo Kio Avenue 4.PNG	Detailed site plan with superimposed TDS On-Site photographs	1 Redok.zip
Authorization Letter from Developer	1 156 Ang Mo Kio Avenue 4.PNG 2 Redok View Secondary School.PNG	Approval Letter from Street and Building Names Board (SBB)	1 Sembawang Way.PNG
TOP Approval Certificate (BCA)			

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TOP

- ❖ **Step 4:** Preview of the payment and check the declaration boxes.
Click “Make Payment” to continue, “Previous” to return to the earlier page or “Cancel” if you do not wish to continue.

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Submission of Temporary Directional Signs Application (Payment)

Item Description	Amount Before GST (\$)	GST Amount (\$)	Amount After GST (\$)
Admin Fees for Temporary Directional Signs	120.00	0.00	120.00
Rounding Adjustment	0.00	0.00	0.00
Total Amount Payable	0.00	0.00	120.00

Declaration and Indemnity

The Company hereby declares that the Company has read, understands and agrees to comply with the [technical requirements](#) for display of Temporary Directional Signs within Public Street ("TDS"), the Street Works Act ("SWA"), and the Street Works (Advertisements on Road Structures, Road Related Facilities and Public Streets) Regulations ("Regulations").

The Company undertakes and agrees that the Company will be liable for and will indemnify LTA against all expenses or losses sustained directly or indirectly by LTA and against all losses and claims for injuries or damage to person(s) and property arising from the display of Temporary Directional Signs on road structures, road related facilities and public streets.

The Company hereby declares that the Company understands that in the event the Company fails to comply with the TDS, SWA or the Regulations, the Company is liable to action taken by LTA against the Company in respect of the Indemnity and/or court action under the SWA and/or the Regulations.

I shall remove the Temporary Directional Signs by 31-Jul-2021

MAKE PAYMENT PREVIOUS CANCEL

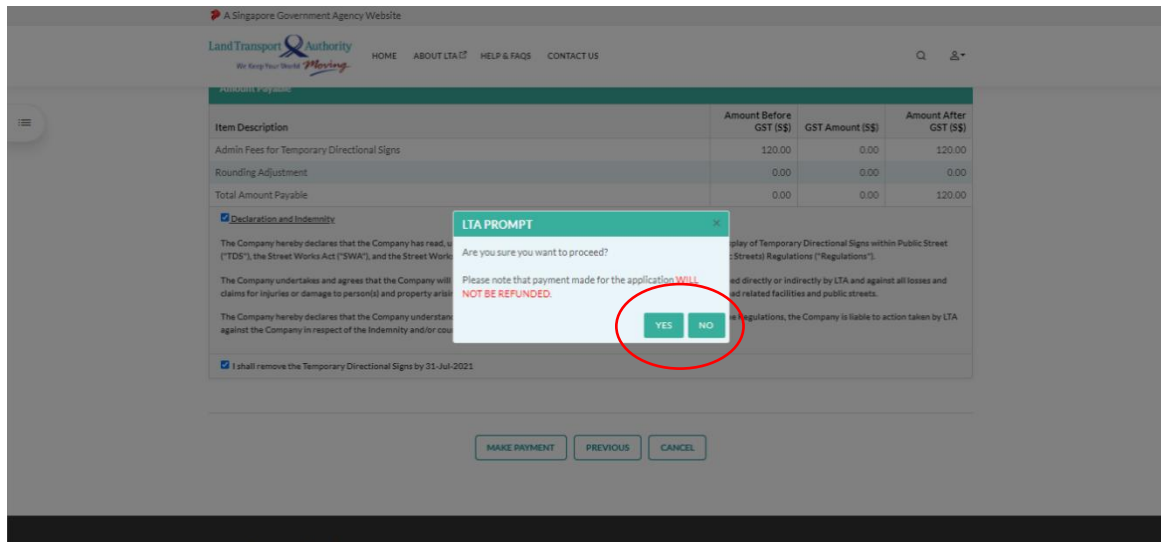
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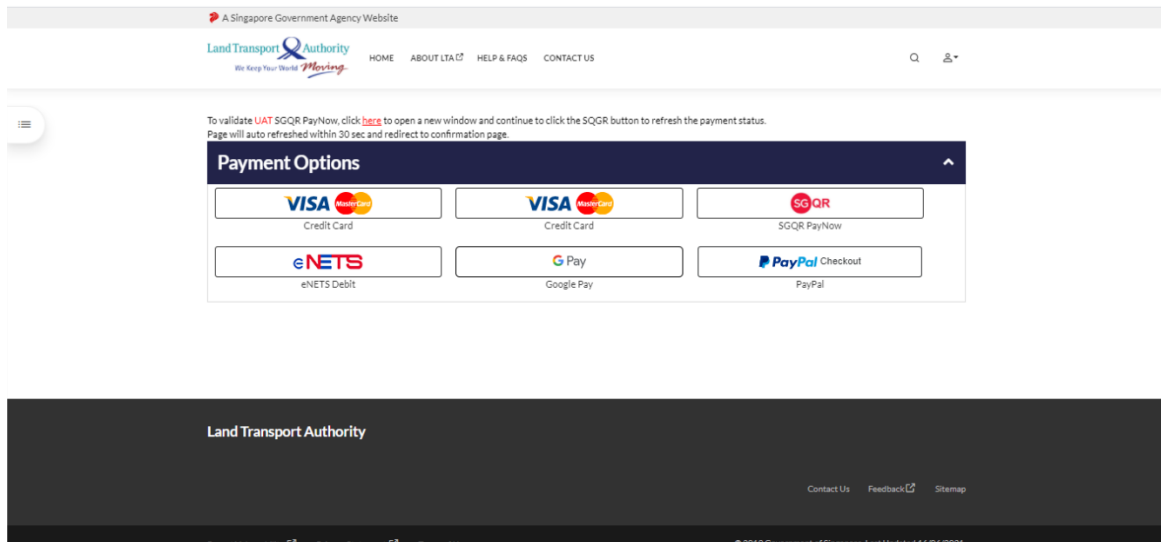
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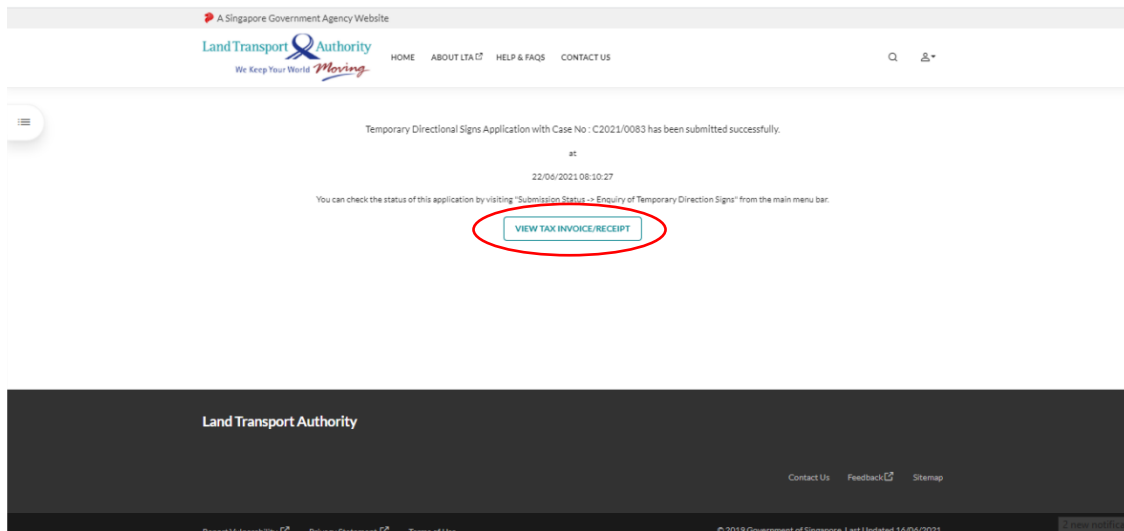
- ❖ **Step 5:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 6:** Select your preferred mode of payment.



Step 7: Your application is submitted successfully. You can view the tax invoice by clicking on “View the tax invoice/ receipt”.

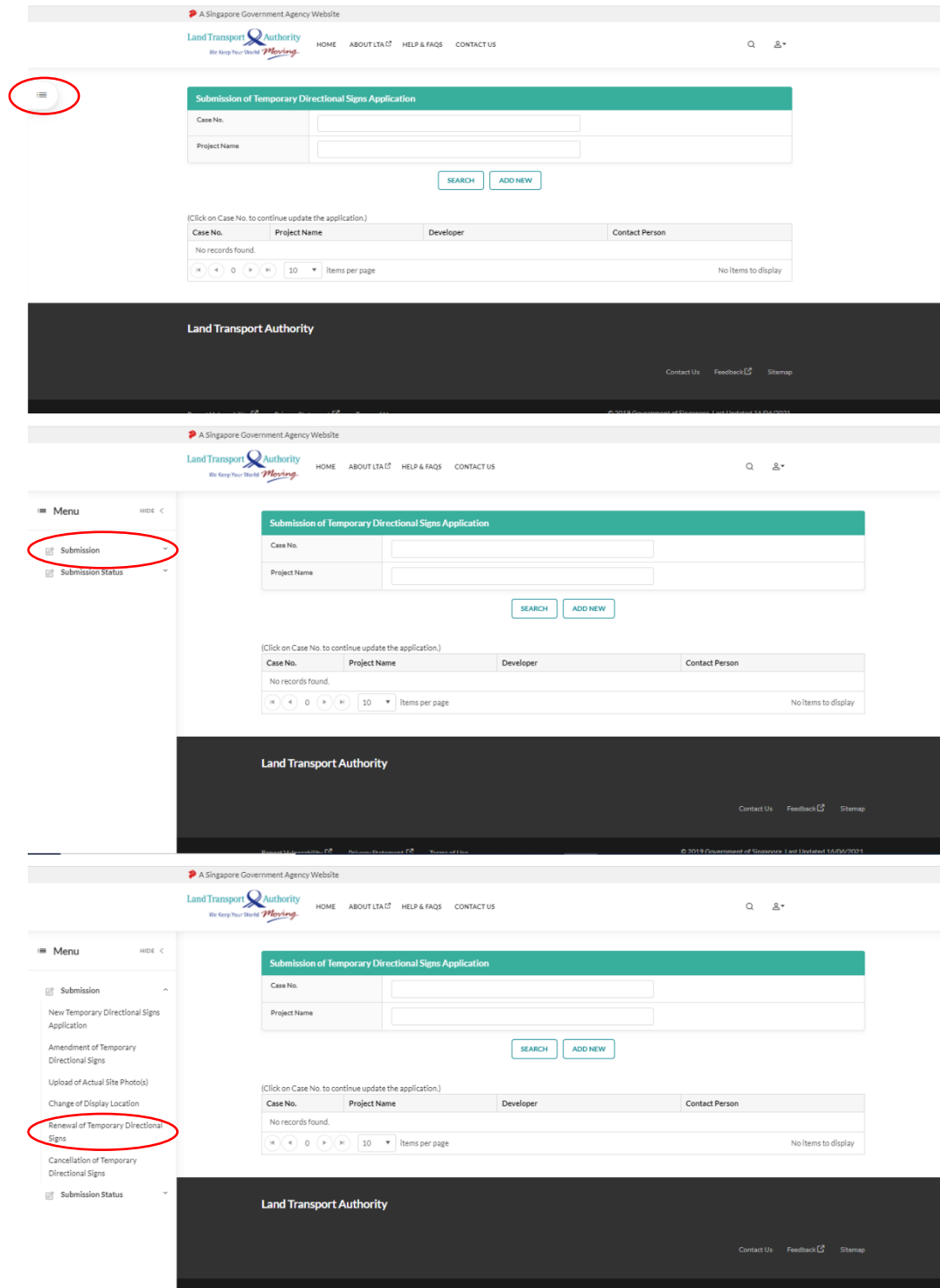


Click [here](#) to return to Content Page

Renewal of Temporary Directional Signs

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission” and “Renewal of Temporary Directional Signs”.



❖ **Step 2:** Select the application you wish to renew by clicking on the “Case No.”.

Note:

1. Applicant is allowed to renew the application after approval.
2. Payment is required for renewal.

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Renewal of Temporary Directional Signs Application
Field marked with * are mandatory

Case No.

Project Name

SEARCH

Case No.	Reference Number	Project Name	Developer	Contact Person	Status
C2021/0074	TDS 2021/0058/R01	Box Residence	Box Pte Ltd	Johnny lim	Renewed
C2021/0071	TDS 2021/0045/R01	DEF Residences	ABC Pte Ltd	Happy	Request For Renewal - Draft
C2021/0067	TDS 2021/0044/R01	Happy House	Happy Pte Ltd	kanice lee	Renewed
C2021/0066	TDS 2021/0044/R01	Tany Residence	Tyme Pte Ltd	Connie Lim	Renewed
C2021/0049	TDS 2021/0039/R01	ABC Residences	Coney Pte Ltd	landy tan	Renewed
C2021/0048	TDS 2021/0035/R01	City Residences	City Pte Ltd	orange keng	Renewed
C2021/0037	TDS 2021/0021/R01	Indigo Homes	Land Pte Ltd	Landy Lim	Renewed
C2021/0034	TDS 2021/0018/R01	Purple Residences	Basic Pte Ltd	Parry Teo	Renewed
C2021/0026	TDS 2021/0023	ABC	Ho Bee Developer	Ng	Approved
C2021/0019	TDS 2021/0012/R01	Landy Residences	Land Pte Ltd	Landy Lim	Renewed

❖ **Step 3:** Select the “Display start Date”, “Display End Date”, “TOP Date”, “Material Type”. Click “Next” to continue or “Back to List” to return to the summary page.

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Request to Renew Temporary Directional Signs Application - C2021/0049
Field marked with * are mandatory

This e-Service allows applicants to submit Temporary Directional Signs (TDS) application. Time required to complete the eform is approximately 15 minutes.
For more information, please refer to the [“Guidelines and Technical Requirements for Temporary Directional Signs within Public Street”](#)
Please note that payment made for the application **WILL NOT BE REFUNDED**.
For any enquiries, please email us at LTA_Licensing_TDS_VBanner@lta.gov.sg

Reference No.	TDS 2021/0039/R01	Status	Renewed
Project Name	ABC Residences	Project Nearest Road	ADAM DRIVE
Earlier Display Start Date	30-Apr-2021	Earlier Display End Date	10-Jul-2021

Application Details:

Display Start Date *	<input type="text"/>	Display End Date *	<input type="text"/>
Temporary Occupation Permit (TOP) Date *	<input type="text"/>	Display Duration	<input type="text"/>
Material Type *	<input type="radio"/> Wooden (Maximum display period is 6 months) <input type="radio"/> Aluminium (Maximum display period is 12 months)		

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Step 4: Click “Next” if there are no changes to the earlier approved locations.

Click “Previous” to return to the earlier page or “Back to List” to the summary page.

Note:

Use the drop-down list to select your proposed roads and indicate the lamp post number/ landmark if,

1. You wish to change the location of the sign(s);
2. You wish to add in more sign(s) as the earlier approval was less than 6 signs.

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Request to Renew Temporary Directional Signs Application - Display Location
Field marked with * are mandatory

Reference No.	TDS 2021/0039/R01	Status	Renewed
Location 1	ADAM PARK		1
Location 2	Please Select		
Location 3	ADAM DRIVE		12
Location 4	Please Select		
Location 5	Please Select		
Location 6	AVENUE ROAD		2

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- ❖ **Step 5:** Upload the required documents.
Click “Submit” to continue, “Previous” to return to the earlier page or “Back to List” to the summary page.

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Request to Renew Temporary Directional Signs Application - Attachment
Field marked with * are mandatory

Reference No.	TDS 2021/0039/R01	Status	Renewed
---------------	-------------------	--------	---------

Documents / Plans Attached

Location Plan *	Select files... 156 Ang Mo Kio Avenue 4.PNG File(s) uploaded successfully.	✓ Done
Detailed site plan with superimposed TDS On-Site photographs *	Select files... Bedok View Secondary School.PNG File(s) uploaded successfully.	✓ Done
Authorisation Letter from Developer *	Select files... Blk 257 Yishun Ring Road.PNG File(s) uploaded successfully.	✓ Done
Approval Letter from Street and Building Names Board (JRA)	Select files... Drop files here to upload	
TOP Approval Certificate (SICA)	Select files... Drop files here to upload	

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- ❖ **Step 6:** Preview of the completed application.
Click “Confirm” to continue, “Save as Draft” to continue later (the information will be saved in the system for 2 weeks) or “Previous” to return to the earlier page.

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Request to Renew Temporary Directional Signs Application (Confirmation)
Field marked with * are mandatory

Reference No.	TDS 2021/0039/R01	Status	Renewed
---------------	-------------------	--------	---------

Application Details

Revised Display Start Date	11-Jul-2021	Display End Date	20-Aug-2021
Temporary Occupation Permit (TOP) Date	22-Jun-2021	Display Duration	2 Months
Material Type	Wooden		
Project Name	ABC Residences		
Project Nearest Road	ADAM DRIVE		

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	ADAM PARK	1
Location 2		
Location 3	ADAM DRIVE	12
Location 4		
Location 5		
Location 6	ALJUNIED ROAD	2

Documents / Plans Attached

Location Plan	1 155 Ang Mo Kio Avenue 4 PNG	Detailed site plan with superimposed TDS On-Site photographs	1 Bedok View Secondary School PNG
Authorisation Letter from Developer	1 Blk 257 Yishun Ring Road PNG	Approval Letter from Street and Building Names Board (URA)	
TOP Approval Certificate (BCA)			

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- ❖ **Step 7:** Preview of the payment and check the declaration boxes.
Click “Make Payment” to continue, “Previous” to return to the earlier page or “Cancel” if you do not wish to continue

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Request to Renew Temporary Directional Signs Application (Payment)

Amount Payable			
Item Description	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Admin Fees for Temporary Directional Signs	60.00	0.00	60.00
Rounding Adjustment	0.00	0.00	0.00
Total Amount Payable	0.00	0.00	60.00

Declaration and Indemnity

The Company hereby declares that the Company has read, understands and agrees to comply with the [technical requirements](#) for display of Temporary Directional Signs within Public Street ("TDS", the Street Works Act ("SWA"), and the Street Works (Advertisements on Road Structures, Road Related Facilities and Public Streets) Regulations ("Regulations").

The Company undertakes and agrees that the Company will be liable for and will indemnify LTA against all expenses or losses sustained directly or indirectly by LTA and against all losses and claims for injuries or damage to person(s) and property arising from the display of Temporary Directional Signs on road structures, road related facilities and public streets.

The Company hereby declares that the Company understands that in the event the Company fails to comply with the TDS, SWA or the Regulations, the Company is liable to action taken by LTA against the Company in respect of the Indemnity and/or court action under the SWA and/or the Regulations.

I shall remove the Temporary Directional Signs by

MAKE PAYMENT PREVIOUS CANCEL

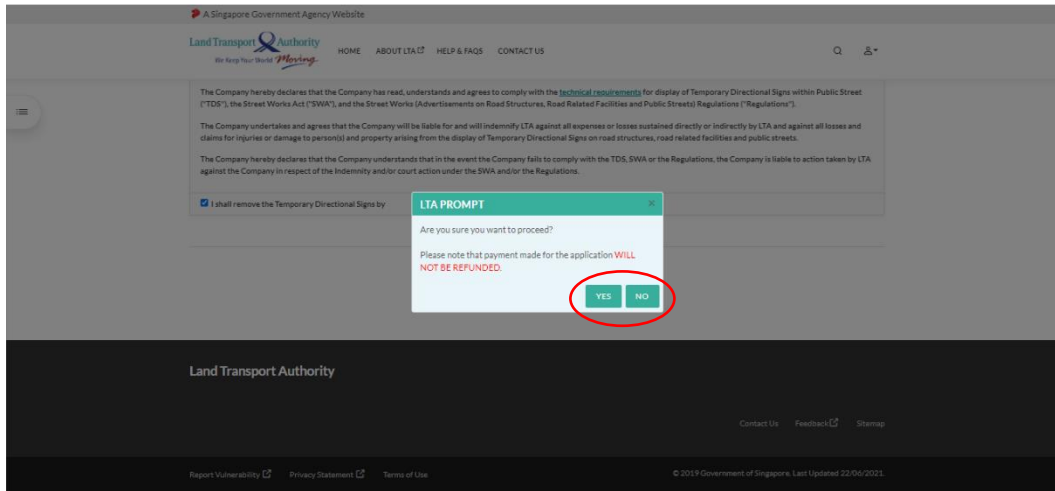
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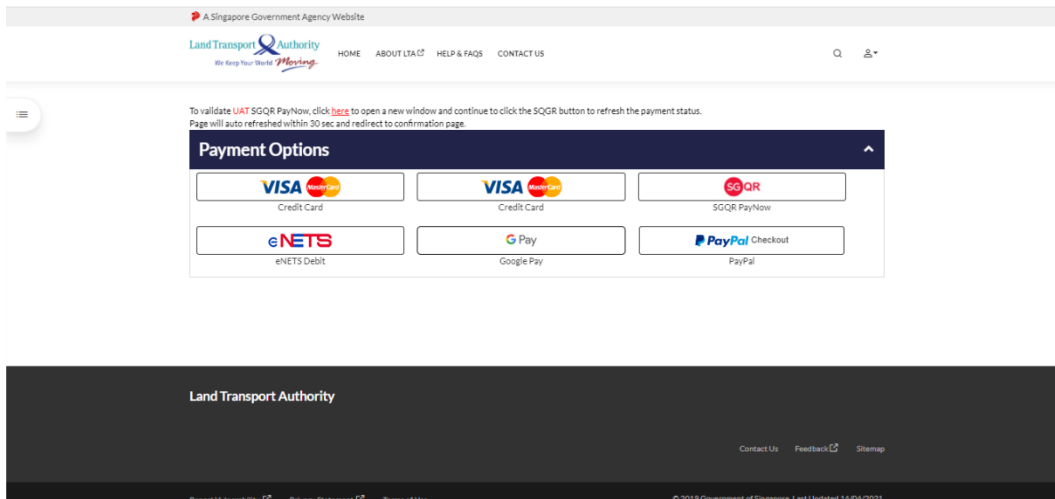
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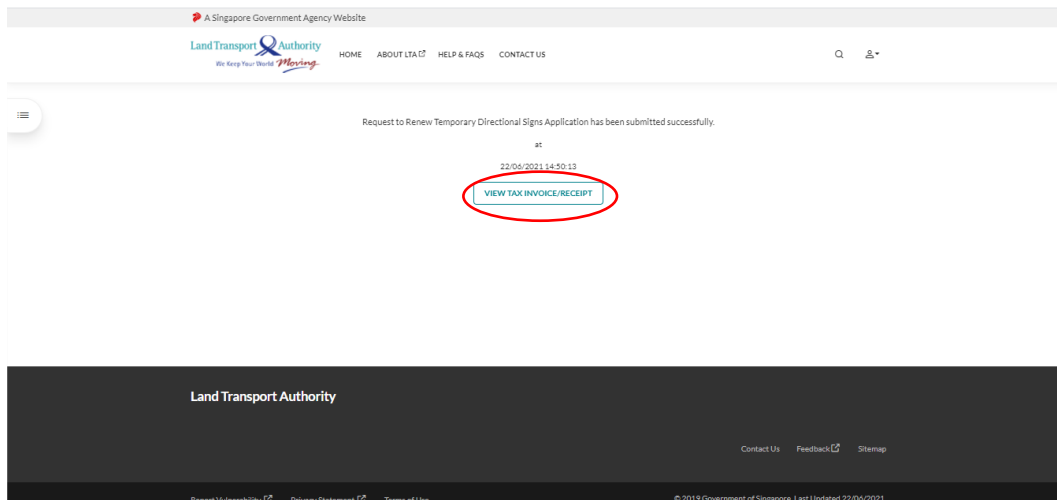
- ❖ **Step 8:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 9:** Select your preferred mode of payment.



Step 10: Your application is submitted successfully. You can view the tax invoice by clicking on “View the tax invoice/ receipt”.



Click [here](#) to return to Content Page

Change of Display Location

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission” and “Change of Display Location”.

The first screenshot shows the 'Submission of Temporary Directional Signs Application' page with a red circle around the hamburger menu icon in the top left corner.

The second screenshot shows the same page with the 'Submission' menu item highlighted in a red circle in the left-hand navigation menu.

The third screenshot shows the 'Change of Display Location' option highlighted in a red circle in the left-hand navigation menu.

The website header includes: Singapore Government Agency Website, Land Transport Authority logo, and navigation links: HOME, ABOUT LTA, HELP & FAQs, CONTACT US. The main content area contains search and add new buttons, a table with columns Case No., Project Name, Developer, and Contact Person, and pagination controls. The footer includes: Land Transport Authority, Contact Us, Feedback, Sitemap, and copyright information: © 2018 Government of Singapore. Last Updated: 14/09/2018.

- ❖ **Step 2:** Select the application you wish to request to change of approved display location by clicking on the “Case No.”.

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Request to Change of Approved Display Location
Field marked with * are mandatory

Case No.

Project Name

SEARCH

Case No.	Reference Number	Project Name	Developer	Contact Person	Status
C2021/0074	TDS 2021/0058/R01	Box Residence	Box Pte Ltd	Johnny Iim	Renewed
C2021/0071		Help Residences	Help Pte Ltd	Kenny Lim	Request for Change Location - Draft
C2021/0067	TDS 2021/0045/R01	Happy House	Happy Pte Ltd	kanice lee	Renewed
C2021/0066	TDS 2021/0044/R01	Tany Residence	Tyme Pte Ltd	Connie Lim	Renewed
C2021/0049	TDS 2021/0039/R01	ABC Residences	Coney Pte Ltd	Iandy tan	Renewed
C2021/0048	TDS 2021/0035/R01	City Residences	City Pte Ltd	orange keng	Renewed
C2021/0044		Cetaphil Residences	Cetaphil Pte Ltd	orange ong	Request for Change Location - Draft
C2021/0037	TDS 2021/0021/R01	Indigo Homes	Land Pte Ltd	Landy Lim	Renewed
C2021/0031	TDS 2021/0018/R01	Purple Residences	Basic Pte Ltd	Parry Teo	Renewed

- ❖ **Step 3:** Select the “Revised Display Start Date”.
- Click “Next” to continue or “Back to list” to return to the previous page.
- Note: The “Revised Display Start Date” must be at least 30 days after the submission date.

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Request to Change of Approved Display Location - C2021/0074
Field marked with * are mandatory

This e-Service allows applicants to submit Temporary Directional Signs (TDS) application. Time required to complete the eform is approximately 15 minutes.
For more information, please refer to the ["Guidelines and Technical Requirements for Temporary Directional Signs within Public Street"](#)
Please note that payment made for the application **WILL NOT BE REFUNDED**.
For any enquiries, please email us at LTA_Licensing_TDS_VBanner@lta.gov.sg

Reference No.	TDS 2021/0058/R01	Status	Renewed
---------------	-------------------	--------	---------

Application Details

Display Start Date	02-Jul-2021	Display End Date	24-Dec-2021
Temporary Occupation Permit (TOP) Date	20-Aug-2021	Display Duration	6 Months
Material Type	Aluminium		
Project Name	Box Residence		
Project Nearest Road	ANG MO KIO AVENUE 3		

Revised Display Start Date *

NEXT BACK TO LIST

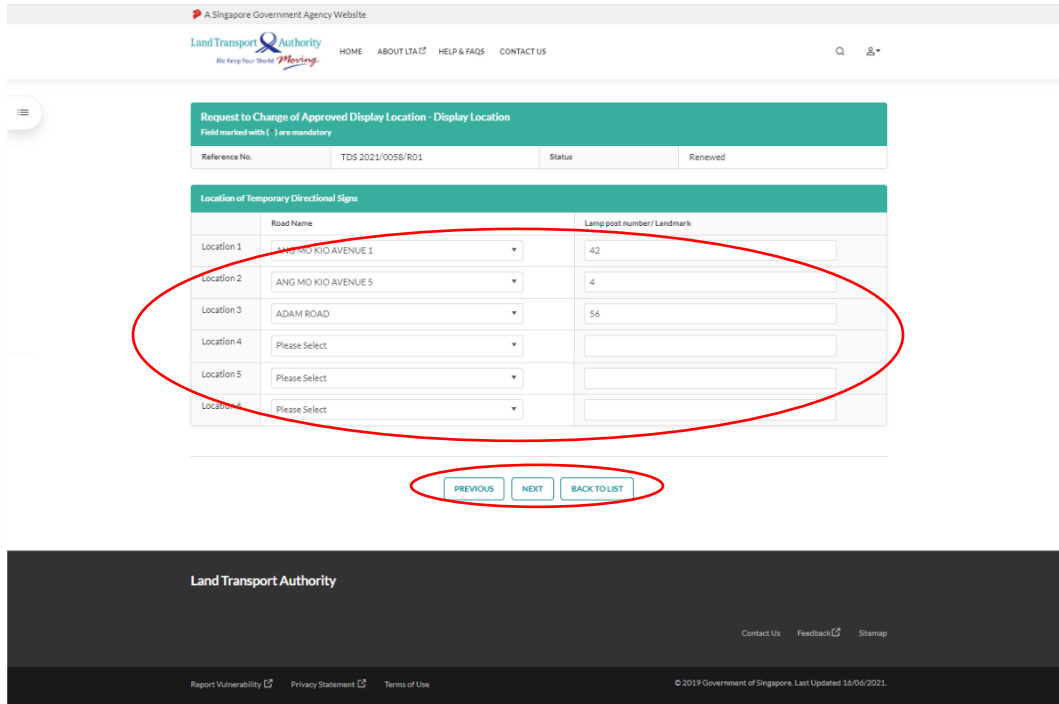
Land Transport Authority

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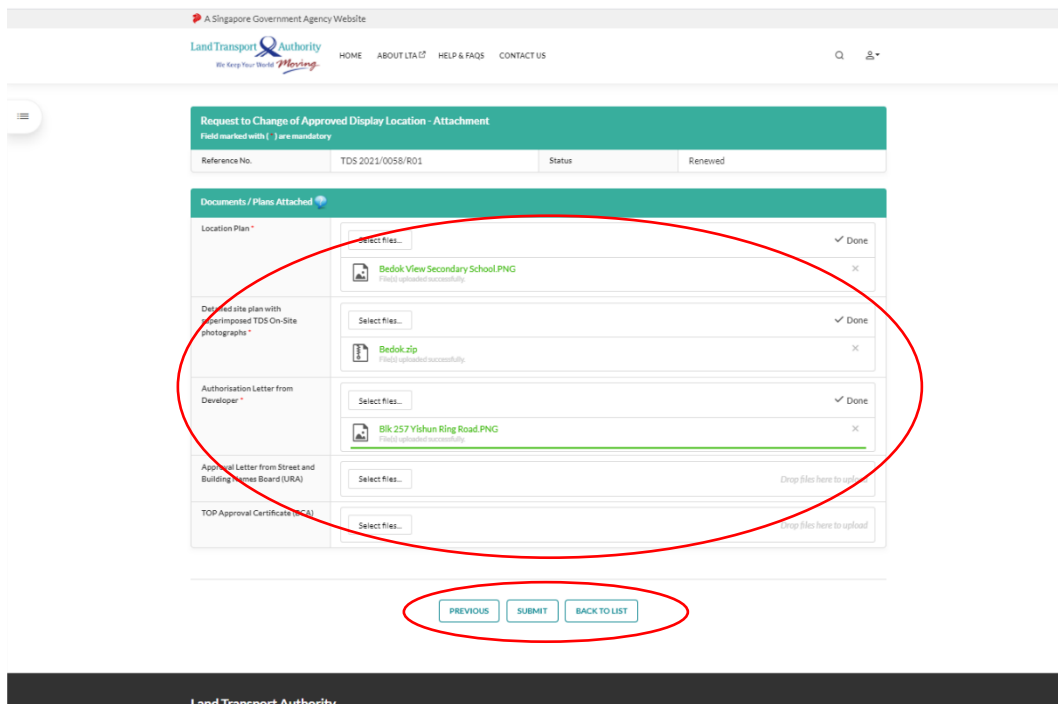
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- ❖ **Step 4:** Select the location you wish to change by using the drop-down list or lamp post number/ landmark.
Click “Next” to continue, “Previous” to return to the earlier page or “Back to List” to the summary page.



- ❖ **Step 5:** Upload the required documents.
Click “Submit” to continue, “Previous” to return to the earlier page or “Back to List” to the summary page.



- ❖ **Step 6:** Preview of the completed application.
Click “Confirm” to continue, “Save as Draft” to continue later (the information will be saved in the system for 2 weeks) or “Previous” to return to the earlier page.

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Q

Request to Change of Approved Display Location (Confirmation)

Reference No.	TDS 2021/0058/R01	Status	Renewed
---------------	-------------------	--------	---------

Application Details

Revised Display Start Date	13-Aug-2021	Display End Date	24-Dec-2021
Temporary Occupation Permit (TOP) Date	20-Aug-2021	Display Duration	5 Months
Material Type	Aluminium		
Project Name	Box Residence		
Project Nearest Road	ANG MO KIO AVENUE 3		

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	ANG MO KIO AVENUE 1	42
Location 2	ANG MO KIO AVENUE 5	4
Location 3	ANG MO KIO AVENUE 10	34
Location 4		
Location 5		
Location 6		

Documents / Plans Attached

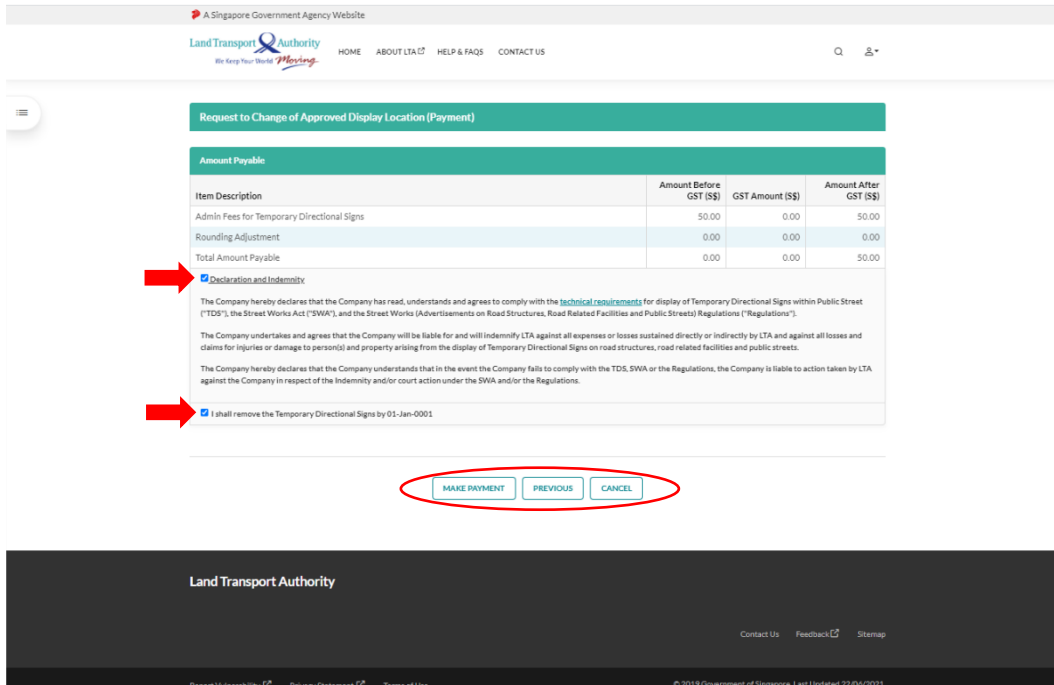
Location Plan	1 Bedok View Secondary School.PNG	Detailed site plan with superimposed TDS On-Site photographs	1 Bedok.zip
Authorisation Letter from Developer	1 Rik 257 Yishun Ring Road.PNG	Approval Letter from Street and Building Names Board (SRA)	
TOP Approval Certificate (BCA)			

SAVE AS DRAFT CONFIRM PREVIOUS

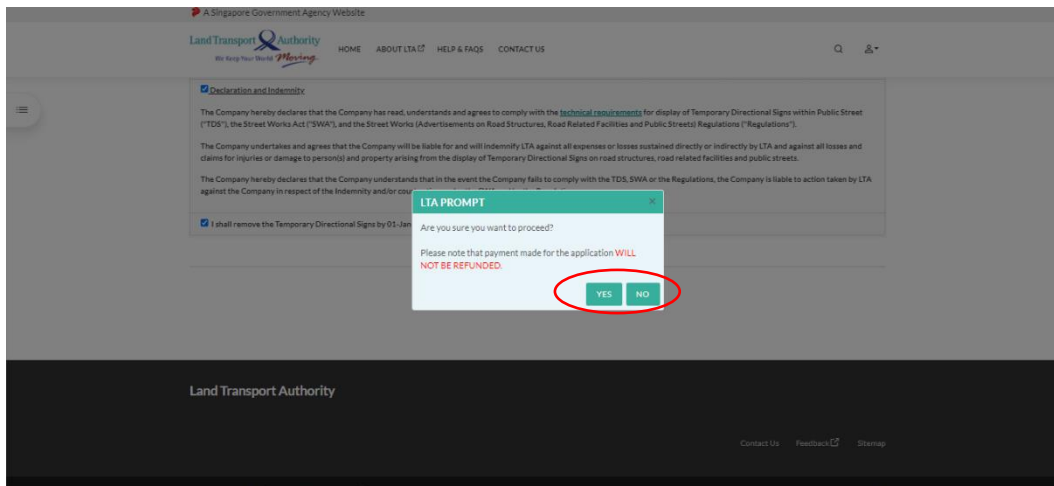
Land Transport Authority

TOP

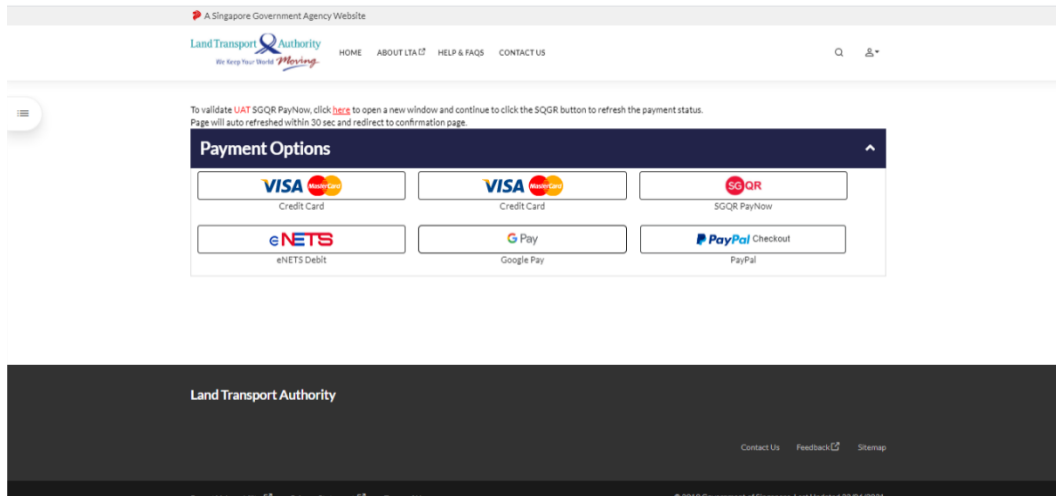
- ❖ **Step 7:** Preview of the payment and check the declaration boxes. Click “Make Payment” to continue, “Previous” to return to the earlier page or “Cancel” if you do not wish to continue



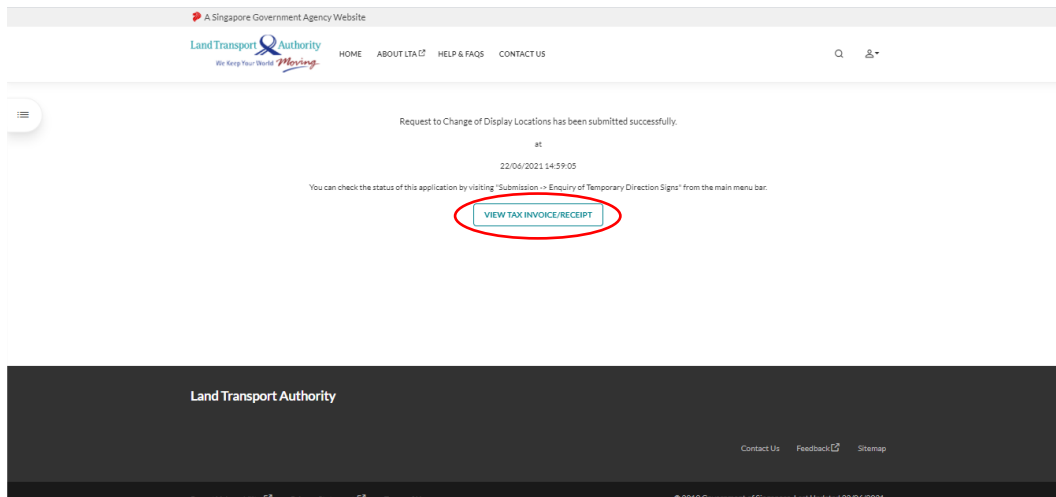
- ❖ **Step 8:** System will prompt if you wish to submit. Click “Yes” to continue or “No” if you do not wish to continue.



❖ **Step 9:** Select your preferred mode of payment.



❖ **Step 10:** Your application is submitted successfully. You can view the tax invoice by clicking on “View the tax invoice/ receipt”.

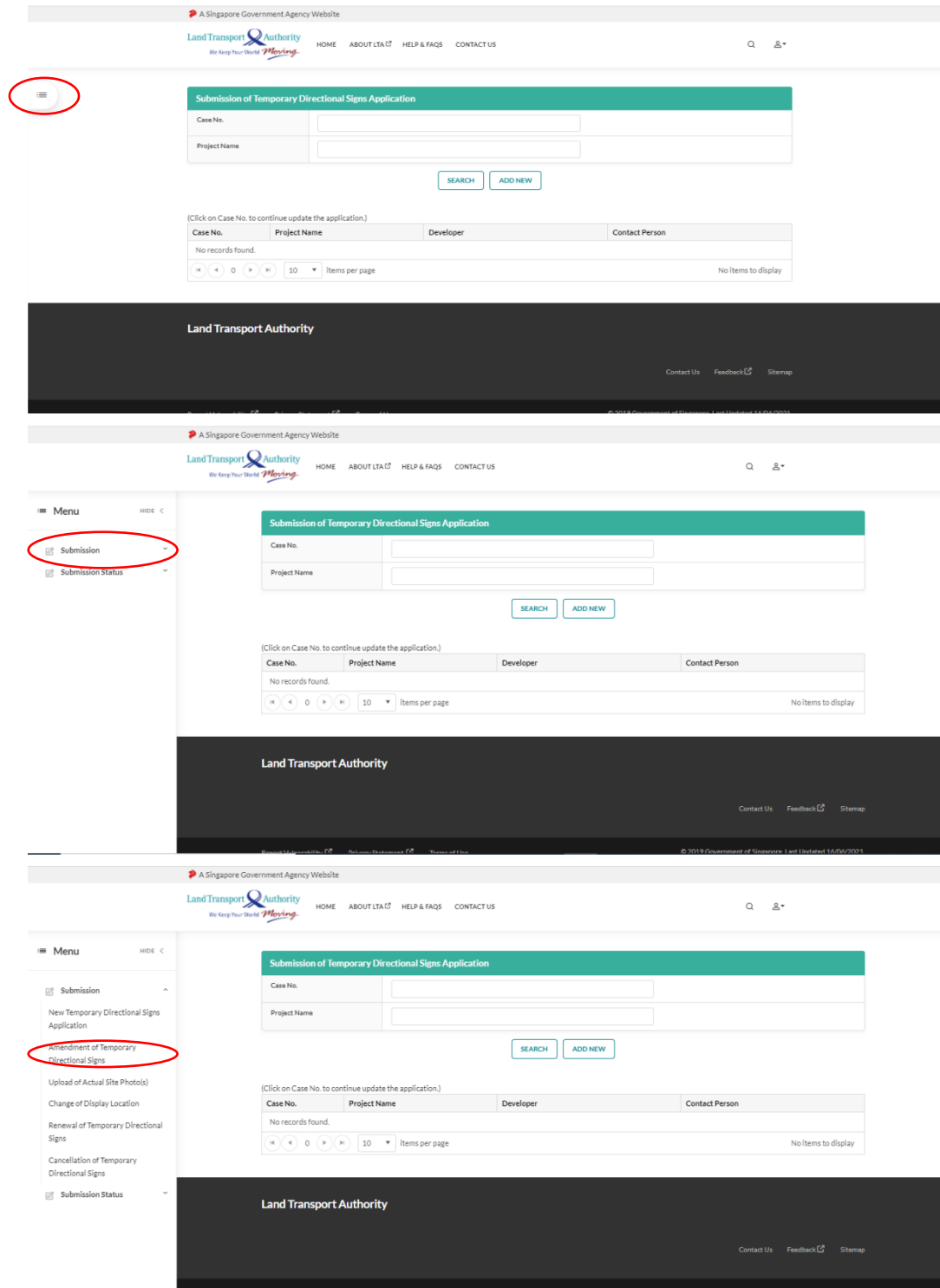


Click [here](#) to return to Content Page

Amendment of Temporary Directional Signs

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission” and “Amendment of Temporary Directional Signs”.



- ❖ **Step 2:** Select the application you need to amend by clicking on the “Case No.”.
Note: Amendment of Temporary Directional Signs can only be triggered by Officer.

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Q

Amendment of Temporary Directional Signs Application

Field marked with * are mandatory

Case No.

Project Name

SEARCH

Case No.	Project Name	Developer	Contact Person
C2021/0084	Pan Residence	DEF Pte Ltd	Lilly Pan
C2021/0083	Kindness Residence	ABC Pte Ltd	Happy
C2021/0082	Giant Residence	ABC Pte Ltd	Happy
C2021/0080	Rainbow Residence	ABC Pte Ltd	Happy
C2021/0074	Pending Residence	Pending Pte Ltd	Kanlie Ong

10 Items per page 1 - 5 of 5 items

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- ❖ **Step 3:** Update the amendment(s) based on LTA's message(s).
Click "Submit" to continue or "Back to List" to return to the summary page.

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Amendment of Temporary Directional Signs Application - C2021/0080
Field marked with (*) are mandatory

This e-Service allows applicants to submit Temporary Directional Signs (TDS) application. Time required to complete the eform is approximately 15 minutes.
For more information, please refer to the "Guidelines and Technical Requirements for Temporary Directional Signs within Public Street"
Please note that payment made for the application WILL NOT BE REFUNDED.
For any enquiries, please email us at LTA_Licensing_TDS_VBanner@lta.gov.sg

Job Histories

Message	Created On	Created By
Message From LTA: Location 1 is too near to building access	22-Jun-2021 08:57 AM	LAU LAI SAN

Developer's Details

Developer's Name * ABC Pte Ltd

ROC/ROB/ACRA/UEI No. * 123456

Postal Code * 640421

Blk/Hse No. * 421 Floor No./Unit No. # 12 - 00

Street Name * JURONG WEST STREET 42

Building Name

Contact Person Name * Happy

Email Address * xxx@yahoo.com.sg

Handphone No. * 98765432

Office No. Fax No.

Application Details

Display Start Date * 02-Jul-2021 Display End Date * 31-Jul-2021

Temporary Occupation Permit (TOP) Date * 16-Jun-2021 Display Duration 1 Month

Material Type * Wooden (Maximum display period is 6 months) Aluminium (Maximum display period is 12 months)

Project Name * Rainbow Residence

Project Nearest Road * ADAM DRIVE

Location of Temporary Directional Signs

Location	Road Name	Lamp post number/ Landmark
Location 1	ADAM PARK	12
Location 2	Please Select	
Location 3	Please Select	
Location 4	Please Select	
Location 5	Please Select	
Location 6	Please Select	

Documents / Plans Attached

Location Plan * Drop files here to upload
25 Sembawang Road.JPG (42.81 KB) X

Detailed site plan with superimposed TDS On-Site photographs * Drop files here to upload
Ajoined Avenue 2.PNG (54.12 KB) X

Authorisation Letter from Developer * Drop files here to upload
AMK Central 2.PNG (79.32 KB) X

Approval Letter from Street and Building Names Board (URA) * Drop files here to upload
UAT Tryouts.pptx (1.43 MB) X

TOP Approval Certificate (BCA) Drop files here to upload

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- ❖ **Step 4:** Preview the completed application.
Click “Confirm” to continue, “Previous” to return to the earlier page or “Back to List” to the summary page.

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Amendment of Temporary Directional Signs Application (Confirmation) - C2021/0080

Developer's Details

Developer's Name	ABC Pte Ltd		
ROC/ROB/ACRA/UEN No.	123456		
Postal Code	640421		
Blk/Hse No.	421	Floor No./Unit No.	#12-00
Street Name	JURONG WEST STREET 42		
Building Name			
Contact Person Name	Happy		
Email Address	xxx@yahoo.com.sg		
Handphone No.	98765432		
Office No.		Fax No.	

Application Details

Display Start Date	02-Jul-2021	Display End Date	31-Jul-2021
Temporary Occupation Permit (TOP) Date	16-Jun-2021	Display Duration	1 Month
Material Type	Wooden		
Project Name	Rainbow Residence		
Project Nearest Road	ADAM DRIVE		

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	ADAM PARK	23
Location 2		
Location 3		
Location 4		
Location 5		
Location 6		

Documents / Plans Attached

Location Plan	1_156 Ave Mo Kio Avenue 4.PNG	Detailed site plan with superimposed TDS On-Site photographs	1_Bedok.zip
Authorization Letter from Developer	1_AMK Central 2.PNG	Approval Letter from Street and Building Names Board (URA)	1_UAT Trovols.pdf
TOP Approval Certificate (BCA)			

CONFIRM PREVIOUS BACK TO LIST

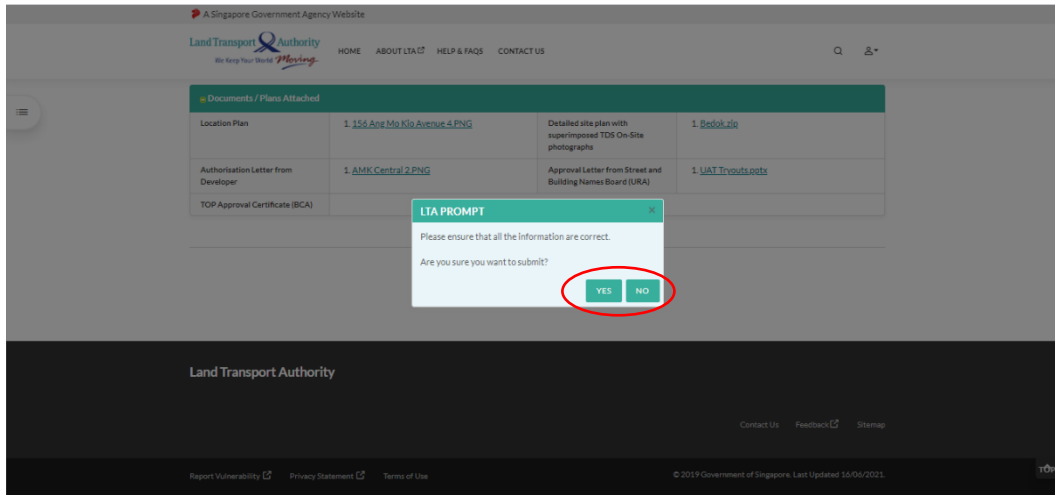
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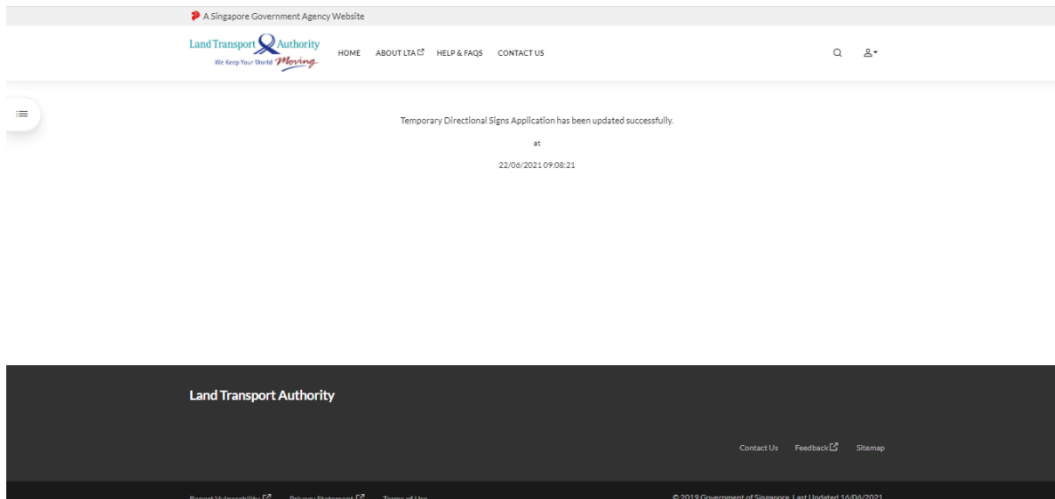
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- ❖ **Step 5:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 6:** Your application is updated successfully.

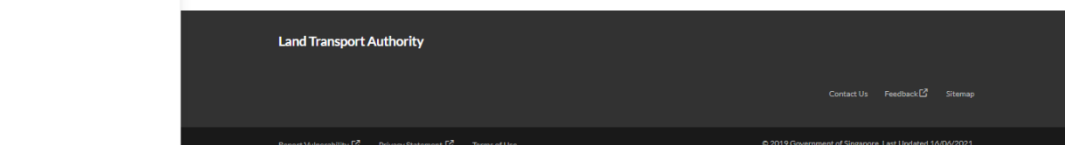
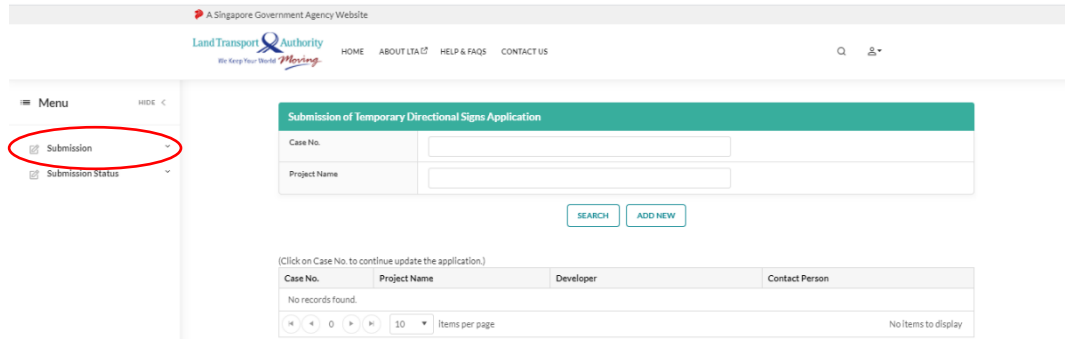
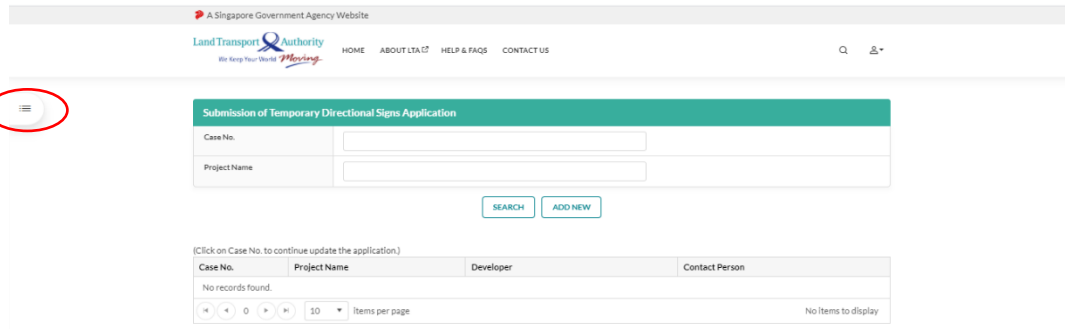


Click [here](#) to return to Content Page

Upload of Actual Site Photo(s)

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission” and “Upload of Actual Site Photo(s)”.



- ❖ **Step 2:** Select the application you wish to upload photo(s) by clicking on the “Case No.”.

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Submission of Temporary Directional Signs Actual Site Photo(s)
Field marked with * are mandatory

Case No. *
Reference No. *
Project Name *

SEARCH

Case No.	Reference Number	Project Name	Developer	Contact Person
2021/0066		Tany Residence	Tyne Pte Ltd	Connie Lim
2021/0049		ABC Residences	Coney Pte Ltd	landy tan
2021/0048		City Residences	City Pte Ltd	orange keng
2021/0026		ABC	Ho Bee Developer	Ng
2021/0012		Landy Residences	Land Pte Ltd	Landy Lim

10 Items per page 1 - 5 of 5 items

- ❖ **Step 3:** Upload the required document(s).
Click “Submit” to continue or “Back to List” to return to the summary page.

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Submission of Temporary Directional Signs Actual Site Photo(s) - TDS 2021/0044/R01
Field marked with * are mandatory

Reference No.	TDS 2021/0044/R01	Status	Renewed

Application Details

Display Start Date	04-Jun-2021	Display End Date	31-Aug-2021
Temporary Occupation Permit (TOP) Date	16-Apr-2021	Display Duration	3 Months
Material Type	Wooden		
Project Name	Tany Residence	Project Nearest Road	ANG MO KIO AVENUE 4

Actual Site Photo(s)

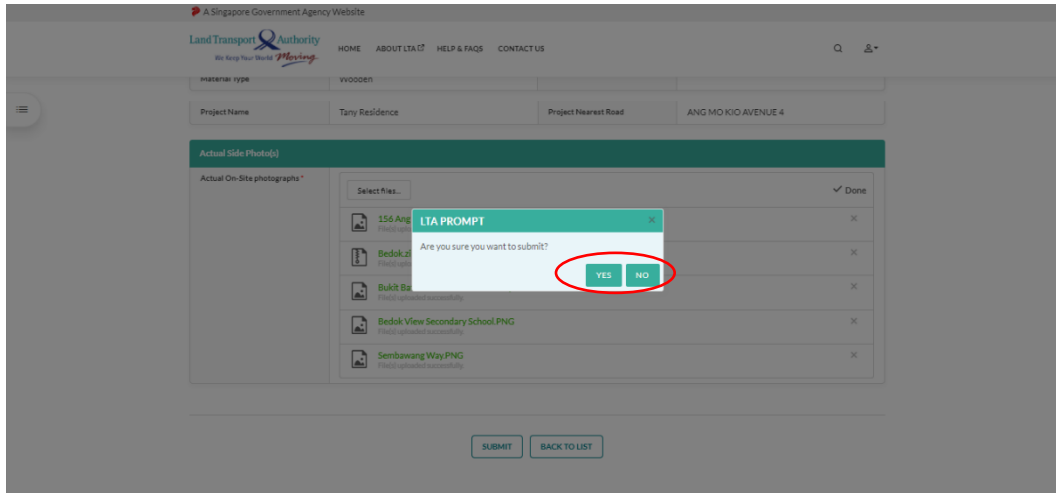
Actual On-Site photographs * Drop files here to upload

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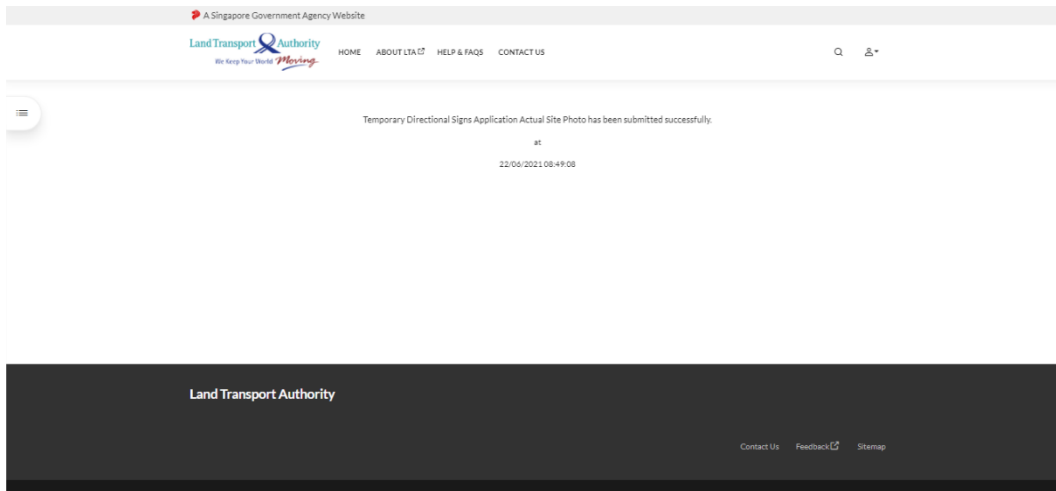
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- ❖ **Step 4:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 5:** The photo(s) are submitted successfully.

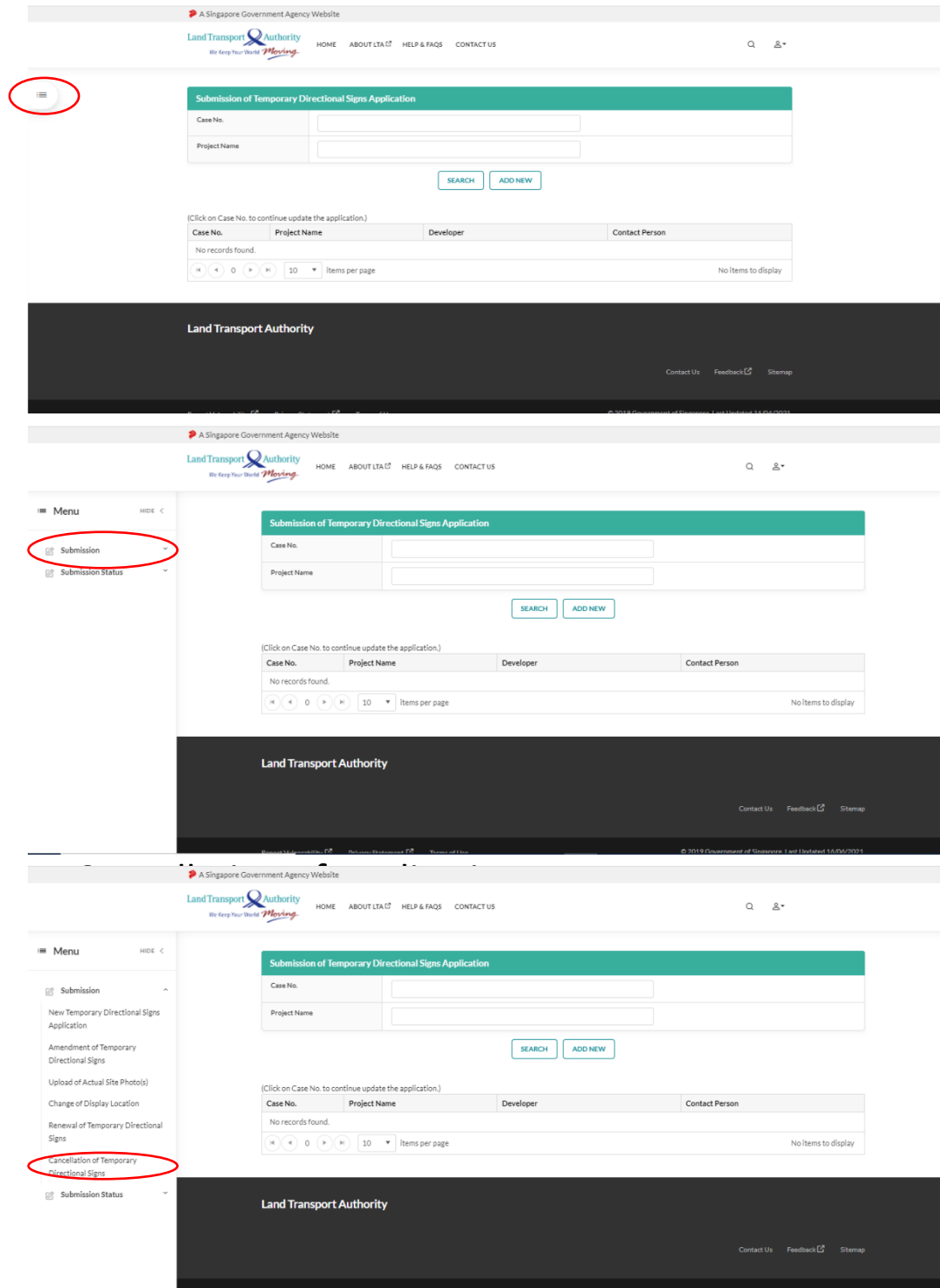


Click [here](#) to return to Content Page

Cancellation of Temporary Directional Signs

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission” and “Cancellation of Temporary Directional Signs”.



❖ **Step 2:** Select the application you wish to cancel by clicking on the “Case No.”.

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SEARCH

Cancellation of Temporary Directional Signs

Field marked with * are mandatory

Case No.

Project Name

SEARCH

Case No.	Project Name	Developer	Contact Person
C2021/0081	Kindness Residence	ABC Pte Ltd	Happy
C2021/0082	Giant Residence	ABC Pte Ltd	Happy
C2021/0080	Rainbow Residence	ABC Pte Ltd	Happy
C2021/0083	GDB Residences	Perm Pte Ltd	penny

1 10 Items per page 1 - 4 of 4 Items

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- ❖ **Step 3: Overview of the application.**
Click “Cancel Application” to continue or “Back to List” to return to the summary page.

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Q 三

Cancellation of Temporary Directional Signs - C2021/0043
Field marked with () are mandatory

This e-Service allows applicants to submit Temporary Directional Signs (TDS) application. Time required to complete the eform is approximately 15 minutes.
For more information, please refer to the ["Guidelines and Technical Requirements for Temporary Directional Signs within Public Street"](#)
Please note that payment made for the application **WILL NOT BE REFUNDED**.
For any enquiries, please email us at LTA_Licensing_TDS_VBanner@lta.gov.sg

Reference No.		Status	Request For Amendment
---------------	--	--------	-----------------------

Application Details

Display Start Date	01-Jun-2021	Display End Date	31-Dec-2021
Temporary Occupation Permit (TOP) Date	27-Aug-2021	Display Duration	7 Months
Material Type	Aluminium		
Project Name	GDB Residences		
Project Nearest Road	ADAM ROAD		

Developer's Details

Developer's Name	Perm Pte Ltd		
ROC/ROB/ACRA/UEN No.	1275960		
Postal Code	600123		
Blk/Hee No.	123	Floor No./Unit No.	#12-00
Street Name	JURONG EAST STREET 13		
Building Name	IVORY HEIGHTS		
Contact Person Name	penny		
Email Address	xxx@yahoo.com.sg		
Handphone No.	98765432		
Office No.	66666668	Fax No.	

Location of Temporary Directional Signs

	Road Name	Lamp post number/ Landmark
Location 1	ADAM ROAD	12
Location 2		
Location 3		
Location 4		
Location 5		
Location 6		

CANCEL APPLICATION **BACK TO LIST**

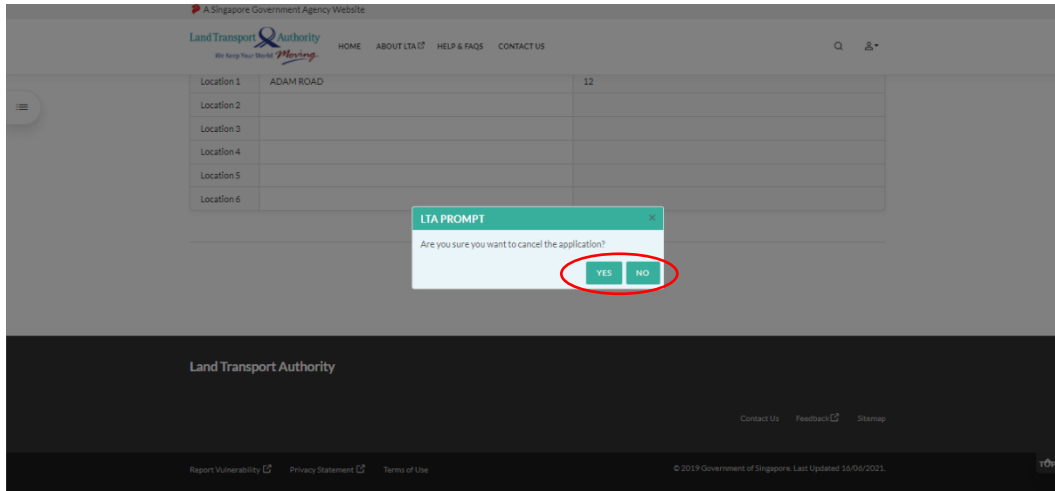
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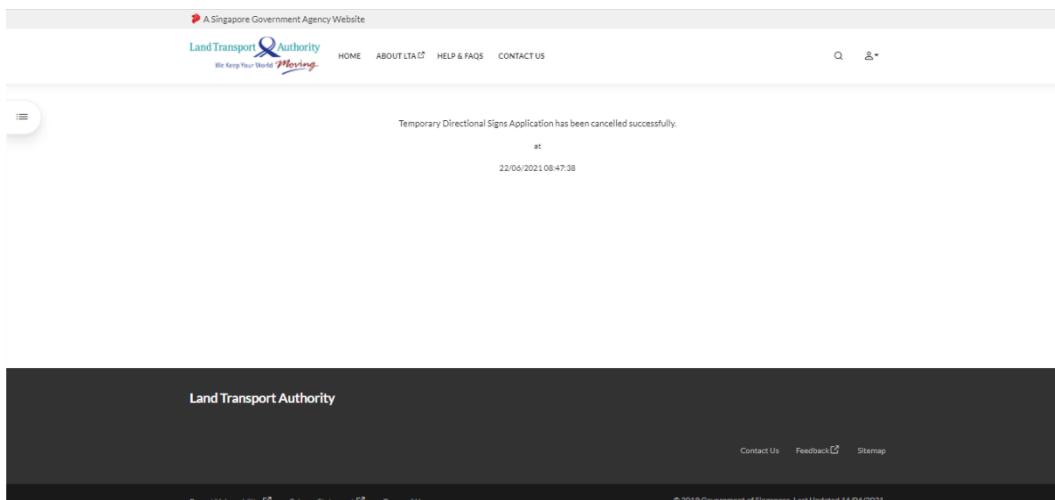
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- ❖ **Step 4:** System will prompt if you wish to submit.
Click “Yes” to continue or “No” if you do not wish to continue.



- ❖ **Step 5:** Your application is cancelled successfully.



Click [here](#) to return to Content Page

Enquiry on Temporary Directional Signs

Where required and for ease of reference, please click [here](#) to be directed back to the log-in procedures (Steps 1 to 4) indicated at Pages 8 to 9.

- ❖ **Step 1:** After logging into the system, click on the bar, followed by “Submission Status” and “Enquiry on Temporary Directional Signs”.

The image displays three sequential screenshots of the Land Transport Authority (LTA) website interface, illustrating the steps to reach the 'Enquiry on Temporary Directional Signs' page.

Screenshot 1: Shows the main navigation bar with a hamburger menu icon circled in red. The page title is 'Submission of Temporary Directional Signs Application'. Below the title are input fields for 'Case No.' and 'Project Name', and buttons for 'SEARCH' and 'ADD NEW'. A table below shows 'No records found.' with columns for Case No., Project Name, Developer, and Contact Person.

Screenshot 2: Shows the 'Menu' dropdown expanded, with 'Submission Status' circled in red. The rest of the page content remains the same as in the first screenshot.

Screenshot 3: Shows the 'Menu' dropdown expanded further, with 'Enquiry on Temporary Directional Signs' circled in red. The rest of the page content remains the same as in the previous screenshots.

❖ **Step 2: Summary page of the applications.**

To enquire your applications, you can,

- 1) Click the respective “Case No” to view the application details.;
- 2) Key in the “Case No”, “Reference No”, “Project Name” or “Status” and click “Search to view the application details.

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Enquiry of Temporary Directional Signs

Field marked with * are mandatory

Case No. *
Reference No. *
Project Name *
Status * Please Select

SEARCH

Case No.	Reference Number	Project Name	Developer	Contact Person	Status
C2021/0084		Pan Residence	DEF Pte Ltd	Lilly Pan	Request For Amendment
C2021/0083		Kindness Residence	ABC Pte Ltd	Happy	Request For Amendment
C2021/0082		Giant Residence	ABC Pte Ltd	Happy	Request For Amendment
C2021/0080		Rainbow Residence	ABC Pte Ltd	Happy	Pending
C2021/0078		ABC Holiday	ABC Pte Ltd	Happy	Cancelled
C2021/0075		HP Residence	Hp Pte Ltd	Henry Keng	Cancelled
C2021/0074	TDS 2021/005B/R01	Box Residence	Box Pte Ltd	Johnny Iim	Renewed

❖ **Step 3: Overview of the application details.**

Note: You can click “Application Date” to view the details.

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Temporary Directional Signs Application - C2021/0067

Project Name: Happy House | Project Nearest Road: HAPPY AVENUE CENTRAL

Developer's Details

Developer's Name: Happy Pte Ltd
 ROC/ROB/ACKRA/UVEN No.: 1234567
 Postal Code: 469123
 Blk/Hee No.: 22 | Floor No./Unit No.: #10-00
 Street Name: BEDOK WALK
 Building Name:
 Contact Person Name: kanice lee
 Email Address: xxx@yahoo.com.sg
 Handphone No.: 89586970
 Office No.: 36579600 | Fax No.:

Application Histories

Reference No	Draft Application Date	Application Date	Display Start Date	Display End Date	Display Duration	Material Type	Status
TDS 2021/0045/R01	11-May-2021	11-May-2021	17-Sep-2021	16-Dec-2021	3 Months	Aluminium	Renewed
TDS 2021/0045	22-Apr-2021	22-Apr-2021	24-Apr-2021	15-Sep-2021	5 Months	Wooden	Approved

Job Histories

Activity Type	Message	Created On	Created By
Application Approved	Application approved with reference number TDS 2021/0045/R01	11-May-2021 02:59 PM	TAN TIBA QYHW
Renew Application	Requested to Renew Application	11-May-2021 01:37 PM	Penny
Application Approved	Application approved with reference number TDS 2021/0045	22-Apr-2021 09:36 AM	LAU LAI SAN
Application Created	Application Created	22-Apr-2021 09:31 AM	Penny

BACK TO LIST

- ❖ **Step 4:** Overview of the detailed application.
Click the “Documents/ Plans Attached”, “Tax Invoice/ Receipt” number, “View Approval Letter” to view the respective documents or “Prev” to return to the previous page.

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Temporary Directional Signs Application

Application Date	11-May-2021	Status	Retrieved
Reference No.	TDS 2021/0045/R01		

Application Details

Display Start Date	17-Sep-2021	Display End Date	16-Dec-2021
Temporary Occupation Permit (TOP) Date	30-Nov-2021	Display Duration	3 Months
Material Type	Aluminium		

Location of Temporary Directional Signs

	Road Name	Lamp post number/Landmark
Location 1	HAPPY AVENUE CENTRAL	25
Location 2	HAPPY AVENUE NORTH	12
Location 3		
Location 4		
Location 5	HAPPY AVENUE WEST	24
Location 6		

Documents / Plans Attached

Location Plans	1 Annex A.xlsx	Detailed site plan with superimposed TDS On-Site photographs	1 Annex A.xlsx
Authorisation Letter from Developer	1 Annex A.xlsx	Approval Letter from Street and Building Names Board (URB)	
TDF Approval Certificate (BCA)			
Actual On-Site photographs			

Reference Application

Reference No	Draft Application Date	Application Date	Display Start Date	Display End Date	Display Duration	Material Type	Status
TDS 2021/0045	22-Apr-2021	22-Apr-2021	24-Apr-2021	15-Sep-2021	5 Months	Wooden	Approved

Tax/Invoice Receipt

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