

Monetary Authority of Singapore

MAS OPERA

Business Trusts E-Services

Online User Guide for Public Users

Version 1.2

This user guide is to assist members of the public who wish to obtain documents lodged by business trusts registered by MAS.

1 Search Business Trust/ Request for Documents

	6.00				_	
÷	()	🥭 htt	ps://eservice	es.mas.g	ov.sg/opera	+ م
File	Edit	View	Favorites	Tools	Help	

Figure 1.1 URL of OPERA

1. Access the OPERA site at https://eservices.mas.gov.sg/opera. See Figure 1.1

HOME	ABOUT OPERA	OFFERS BUSINESS TRUST	E-SERVICES TAKE-OVERS &	MERGERS FORMS F	AQ	
	-	Registration of Bu General Lodgment Update Business T Search Registered	siness Trust rust Information Business Trusts			
	Offers of Shares	Offers of Debentures	Offers of Business Trusts	Offers of CIS	Take-overs & Mergers	Registered Business Trusts
	Click here	Click here	Click here	Click here	Click here	Click here

Figure 1.2 Homepage of MAS OPERA

2. In the Home page, click on in main menu. See Figure 1.2

HOME ABOUT OPERA O	RS BUSINESS TRUSTS E-SERVICES TAKE-OVERS & MERGERS FORMS FAQ	
Home » Business Trusts E-Se	es » Search Registered Business Trusts	
Search For Bu	ness Trusts	
Name of Business Trust		
BT Registration Number		
Name of Trustee-Manager		
Effective Date From	: To: 24/04/2017	
Search		

Figure 1.3 Search for Business Trust

3. In the 'Search for Business Trusts' section, you can choose to enter one or more types of search criteria. See **Figure 1.3**

HOME ABOUT OPERA OFFERS BUSIN	ESS TRUSTS E-SE	ERVICES TAKE	OVERS & MERGERS FORMS FAQ	
Home » Business Trusts E-Services » Search Re	egistered Business	Trusts		
Search For Business T	rusts			
Name of Business Trust :				
BT Registration Number :				
Name of Trustee-Manager :				
Effective Date From : 01/01/	2013	To: 24/04/20	17 📖	
Search				
Name of Business Trust	BT Registration No.	Date of Registration	Name of TM	Status De-registration Date
Accordia Golf Trust	2014002	21/07/2014	Accordia Golf Trust Management Pte. Ltd.	Registered
Asian Pay Television Trust (the "Trust")	2013005	16/05/2013	Macquarie APTT Management Pte. Limited	Registered
<u>Croesus Retail Trust</u>	2013004	02/05/2013	Croesus Retail Asset Management Pte. Ltd. (the "Trustee- Manager")	Registered
Crystal Trust	2010002	27/05/2010	Keppel Infrastructure Fund Management Pte. Ltd.	Deregistered 22/02/2017
DASIN RETAIL TRUST	2017001	13/01/2017	DASIN RETAIL TRUST MANAGEMENT PTE. LTD.	Registered
FRASERS HOSPITALITY BUSINESS	2014001	27/06/2014	FRASERS HOSPITALITY TRUST MANAGEMENT PTE. LTD.	Registered
IRUSI	0040004	10/05/0010	Forderer Devel Forder Div. 144	Description 1 04/00/0045
Forterra Trust	2010001	19/05/2010	Forterra Real Estate Pte. Ltd.	Deregistered 31/08/2015

Figure 1.4 Results of Search for Business Trusts

- 4. Enter search criteria and click on Search to begin searching. The general details of the relevant business trusts will be displayed. See **Figure 1.4**
- 5. Click on the Name of Business Trust to see Business Trust Details page.

HOME ABOUT OPERA OFFI	ERS BUSINESS TRUSTS E-SERVICES TAKE-OVERS & MERGERS FORMS FAQ
Home » Business Trusts E-Servic	es » Search Registered Business Trusts » Business Trust Details
BUSINESS TRU	STS DETAILS
Name of Business Trust	: Accordia Golf Trust
BT Registration Number	:2014002
Status	: Registered
Date of Registration	: 21/07/2014
TM Name	: Accordia Golf Trust Management Pte. Ltd.
TM UEN Number	:201407957D
Contact Details of the TM	:65-65921052
Back Reques	st Documents
Back Reques	st Documents

Figure 1.5 Request for document

6. Click on the <u>Request Documents</u> button to see the list of documents that are available for request. See **Figure 1.5**

ном	E ABOUT OPERA	OFFERS	BUSINESS TRUSTS F	-SERVICES	TAKE-OVERS & MERGERS	FORMS	FAQ			
Hor Re	ne » <u>Business Trusts E</u> Quest Doc	<u>-Services</u> » <u>S</u> ument	Search Registered Busin	ess Trusts » I	Request Documents - Select Docur ents	ments				
S	elect Documents »	Review C	Cart » Provide Infor	mation »	Payment » Receipt »					
Nan BT F Stat Date Trus Reg	ame of Business Trust : Accordia Golf Trust T Registration Number : 2014002 tatus : Registered ate of Registration : 21/107/2014 rustee-Manager Name/Company : Accordia Golf Trust Management Pte. Ltd. egistration No									
Doc	ument Type		: All							~
Effe	ctive Date From		: 10/06/2014		-	To: 24/04/2	2017	11		
					Search				your cart: 0 iter	n
		Docume	nt Type			Descriptio	n		Effective Date	TotalAmt (\$)
	Extract of Particulars	i		Ex	tract of Particulars				07/02/2017	5.00
	Annual return			An	nnual General Meeting				27/07/2015	25.00
	Annual return			An	nnual General Meeting				28/07/2016	25.00
	Extract of Particulars	(Certified C	copy)	Ex	tract of Particulars (Certified Co	py)			07/02/2017	53.00
	Resolution passed by	y unitholders	S	Re	esolutions passed by unitholders eneral Meeting	at Annual	General Meeting	and Extraordinary	28/07/2016	25.00
	Resolution passed by	y unitholders	S	Re	esolutions passed under Section	36 of the B	Business Trusts /	Act	27/07/2015	25.00
	Notice of unitholders Trustee-Manager	approval fo	or the issue of units by	the Re	esolution passed pursuant to Sec	ction 36 of	the Business Tru	sts Act	28/07/2016	25.00
	Add to Cart									

Figure 1.6 Search for documents

- 7. Select the 'Document Type' and the 'Effective Dates' to sort through the documents. See **Figure 1.6**
- 8. Click on Search to begin searching. The relevant documents will be shown. See Figure 1.6
- 9. Check \square to select the document(s) that you wish to obtain.

HOME	ABOUT OPERA	OFFERS	BUSINESS TRUSTS E-SERVI	CES TAKE-OV	ERS & MERGERS	FORMS	FAQ			
Home a	» <u>Business Trusts E</u> Uest Doc	<u>-Services</u> » <u>s</u> umen	Search Registered Business Trus ts - Select Docu	is » Request Docu ments	iments - Select Docu	ments				
Sele	ct Documents »	Review 0	Cart » Provide Information	Payment »	Receipt »					
Name of BT Reg Status Date of Trustee Registr Docum Effectiv	of Business Trust istration Number Registration Manager Name/C ation No ent Type re Date From	Company	: Accordia Golf Trust : 2014002 : Registered : 21/07/2014 : Accordia Golf Trust Manage : All : 27/01/2016	ment Pte. Ltd.	Search	To: 24/04/	2017		/our cart: 1 iter	▼ n
		Docume	nt Type			Descripti	on		Effective Date	TotalAmt (\$)
Ex	tract of Particulars			Extract of Parti	culars				07/02/2017	5.00
🗌 An	nual return			Annual Genera	I Meeting				28/07/2016	25.00
🗌 Ex	tract of Particulars	(Certified C	Copy)	Extract of Parti	culars (Certified Co	ру)			07/02/2017	53.00
🗌 Re	solution passed by	y unitholder	S	Resolutions pa General Meetir	ssed by unitholders	at Annual	General Meeting and Ext	traordinary	28/07/2016	25.00
No Tru	tice of unitholders' ustee-Manager	approval fo	or the issue of units by the	Resolution pas	sed pursuant to Se	ction 36 of	the Business Trusts Act		28/07/2016	25.00
Chec	k Out Add to	Cart								

Figure 1.7 Add document(s) to cart

- 10. Click on Add to Cart button to add the selected documents to your cart.
- 11. The selected document(s) will be added to your cart.
- 12. To view the items in your cart, click on your cart: 1 item button. See Figure 1.7



Check Out

button. See Figure 1.8

- 13. To add more items to your cart, click on Figure 1.8
- 14. To check out the items in your cart, click on

Select Documents	» Review Cart	Provide Information »	Payment » Receipt »			
Documen	t Туре	Description	Effective Date	DebitAmt(\$)	GSTAmt(\$)	TotalAmt(\$)
extract of Particulars	t	extract of Particulars	07/02/2017	\$4.67	\$0.33	\$5.00
ull Name• mail Address• ostal Address	: : : : : : : : : : : : : :	O Overseas Address				
Company* Designation Contact Number* Security code* More Docu	J 6	E UY Submit				

Figure 1.9 Contact details of person requesting the documents

- 15. To add more items to your cart, click on **More Document** button. See Figure 1.9
- 16. Enter your contact details . Ensure that you have completed all the mandatory fields indicated by red asterisks (*).
- 17. Click on Submit button. See Figure 1.9



Figure 1.10 Make payment

18. To make payment for the requested document(s), click Pay by credit card button. See Figure 1.10

B	istructions » Submit For	ms » Upload Document » Summary » Payme	ent » Receipt »				
0	ir payment was successful.						
BN	Case Id	Item Description	Fee Unit Amount(\$)	GST(S)	Quantity	Fee Amount(\$)	Payment Status
	BTA2013007-1-2016-030	BTA Form 1 - Notice of Court order regarding the appointment of a temporary trustee-manager	\$50.00	\$0.00	1	\$50.00	Paid
	BTA2013007-1-2016-030	BTA Form 1 Late Lodgement - Notice of Court order regarding the appointment of a temporary trustee- manager	\$150.00	\$0.00	1	\$150.00	Paid

Figure 1.11 Successful payment

19. After successful payment, a payment reference number will be provided. See Figure 1.11

IOME /	ABOUT OPERA	OFFERS	BUSINESS TRUSTS E-SERVICES	S TAKE-OVERS & MERGERS	MY OPERA	FORMS	FAQ			
Tax I	nvoice									
Nonetary	Authority of Sin	gapore								
0 Shent	on Way MAS Bu	ilding Sing	apore 079117							
Date	NO		: 29/03/2017							
Payment Invoice N	Reference Num	ber	: 3d82ff2551d40f103cd4 : R170000173							
Receipt I	nformation									
SN				Description				Qty	Unit Price (\$)	Amour (\$)
1 BTA I truste	Form 1 - Notice (e-manager	of resolutio	n passed regarding the appointmer	nt of a replacement trustee-man	ager pursuant	to a resign	ation of the incumbent	1 5	50.00	50.00
2 BTA I the in	Form 1 Late lodg	ment - Not -manager	tice of resolution passed regarding	the appointment of a replaceme	nt trustee-mar	nager pursi	ant to a resignation of	1	150.00	150.00
									Tota	200.00
								GS	T Amount	0.00
								Δ	mount Due	200.00
									inourit bout	

Figure 2.17-12 Receipt of successful payment

20. Click on



- to see the receipt for your payment. See Figure 1.12. Please print or save a copy of the receipt for your records.
- 21. For certified true copies of an extract of a register of a business trust, MAS will contact the requester by telephone once the document is ready for collection. The requester can choose to collect the document in person or for it to be delivered by post. If you are collecting the document in person, you will be required to show MAS a receipt for the payment. Refer to step 21 above on how to print the receipt.
- 22. For all other documents, the document will be emailed to the requester.