



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

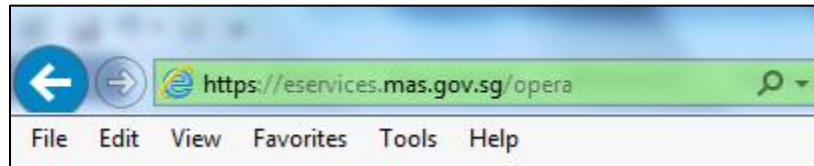


Figure 1.1 URL of OPERA

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

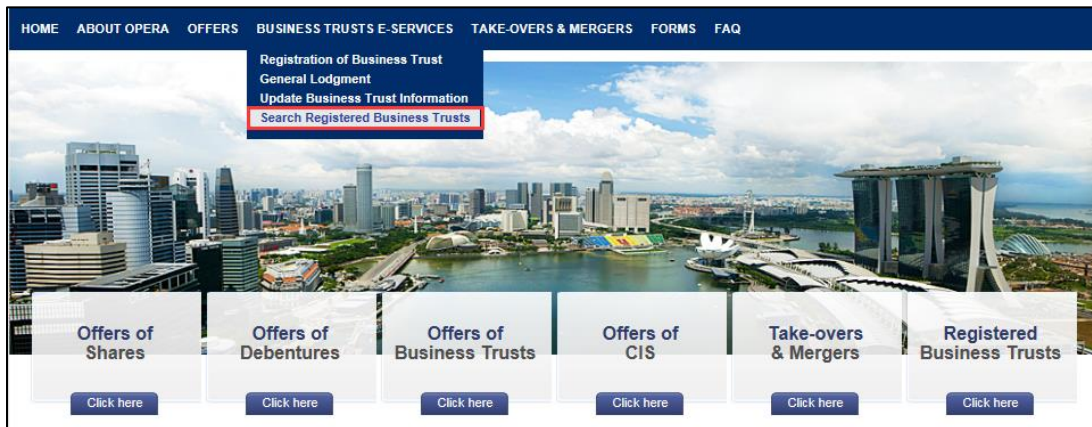


Figure 1.2 Homepage of MAS OPERA

2. In the Home page, click on **Search Registered Business Trusts** under **BUSINESS TRUSTS E-SERVICES** in main menu. See **Figure 1.2**

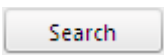


Figure 1.3 Search for Business Trust

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

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	
Croesus Retail Trust	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 TRUST	2014001	27/06/2014	FRASERS HOSPITALITY TRUST MANAGEMENT PTE. LTD.	Registered	
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  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 OFFERS BUSINESS TRUSTS E-SERVICES TAKE-OVERS & MERGERS FORMS FAQ

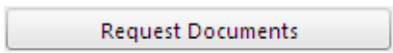
Home > Business Trusts E-Services > Search Registered Business Trusts > Business Trust Details

BUSINESS TRUSTS 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](#) [Request Documents](#)

Figure 1.5 Request for document

6. Click on the  button to see the list of documents that are available for request. See **Figure 1.5**

The screenshot shows the 'Request Documents - Select Documents' page. The breadcrumb trail is: Home > Business Trusts E-Services > Search Registered Business Trusts > Request Documents - Select Documents. The page title is 'Request Documents - Select Documents'. Below the title is a navigation bar with 'Select Documents >', 'Review Cart >', 'Provide Information >', 'Payment >', and 'Receipt >'. The search criteria are: Name of Business Trust: Accordia Golf Trust; BT Registration Number: 2014002; Status: Registered; Date of Registration: 21/07/2014; Trustee-Manager Name/Company: Accordia Golf Trust Management Pte. Ltd.; Registration No: ; Document Type: All; Effective Date From: 10/06/2014; To: 24/04/2017. A 'Search' button is highlighted with a red box. Below the search criteria is a table of documents with columns: Document Type, Description, Effective Date, and Total Amt (\$). The table contains 7 rows of documents. A 'your cart: 0 item' button is visible on the right. At the bottom left, there is an 'Add to Cart' button.

Document Type	Description	Effective Date	Total Amt (\$)
<input type="checkbox"/> Extract of Particulars	Extract of Particulars	07/02/2017	5.00
<input type="checkbox"/> Annual return	Annual General Meeting	27/07/2015	25.00
<input type="checkbox"/> Annual return	Annual General Meeting	28/07/2016	25.00
<input type="checkbox"/> Extract of Particulars (Certified Copy)	Extract of Particulars (Certified Copy)	07/02/2017	53.00
<input type="checkbox"/> Resolution passed by unitholders	Resolutions passed by unitholders at Annual General Meeting and Extraordinary General Meeting	28/07/2016	25.00
<input type="checkbox"/> Resolution passed by unitholders	Resolutions passed under Section 36 of the Business Trusts Act	27/07/2015	25.00
<input type="checkbox"/> Notice of unitholders' approval for the issue of units by the Trustee-Manager	Resolution passed pursuant to Section 36 of the Business Trusts Act	28/07/2016	25.00

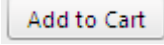
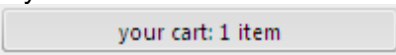
Figure 1.6 Search for documents

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

The screenshot shows the 'Request Documents - Select Documents' page after a search. The search criteria are: Name of Business Trust: Accordia Golf Trust; BT Registration Number: 2014002; Status: Registered; Date of Registration: 21/07/2014; Trustee-Manager Name/Company: Accordia Golf Trust Management Pte. Ltd.; Registration No: ; Document Type: All; Effective Date From: 27/01/2016; To: 24/04/2017. A 'Search' button is visible. Below the search criteria is a table of documents with columns: Document Type, Description, Effective Date, and Total Amt (\$). The table contains 7 rows of documents. A 'your cart: 1 item' button is highlighted with a red box. At the bottom left, there is a 'Check Out' button and an 'Add to Cart' button highlighted with a red box.

Document Type	Description	Effective Date	Total Amt (\$)
<input type="checkbox"/> Extract of Particulars	Extract of Particulars	07/02/2017	5.00
<input type="checkbox"/> Annual return	Annual General Meeting	28/07/2016	25.00
<input type="checkbox"/> Extract of Particulars (Certified Copy)	Extract of Particulars (Certified Copy)	07/02/2017	53.00
<input type="checkbox"/> Resolution passed by unitholders	Resolutions passed by unitholders at Annual General Meeting and Extraordinary General Meeting	28/07/2016	25.00
<input type="checkbox"/> Notice of unitholders' approval for the issue of units by the Trustee-Manager	Resolution passed pursuant to Section 36 of the Business Trusts Act	28/07/2016	25.00

Figure 1.7 Add document(s) to cart

10. Click on  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  button. See **Figure 1.7**

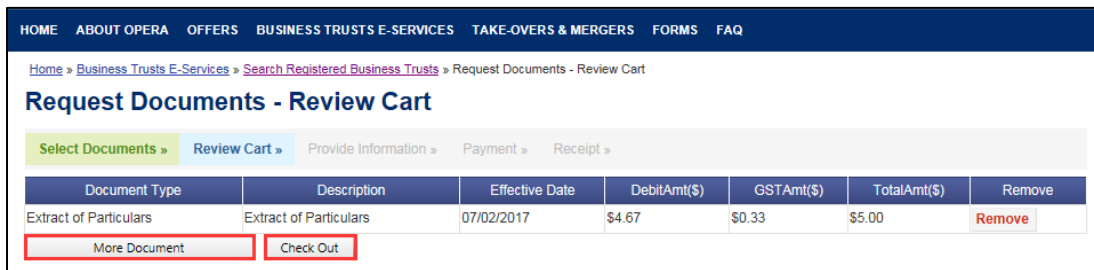
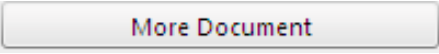
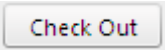


Figure 1.8 View cart items

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

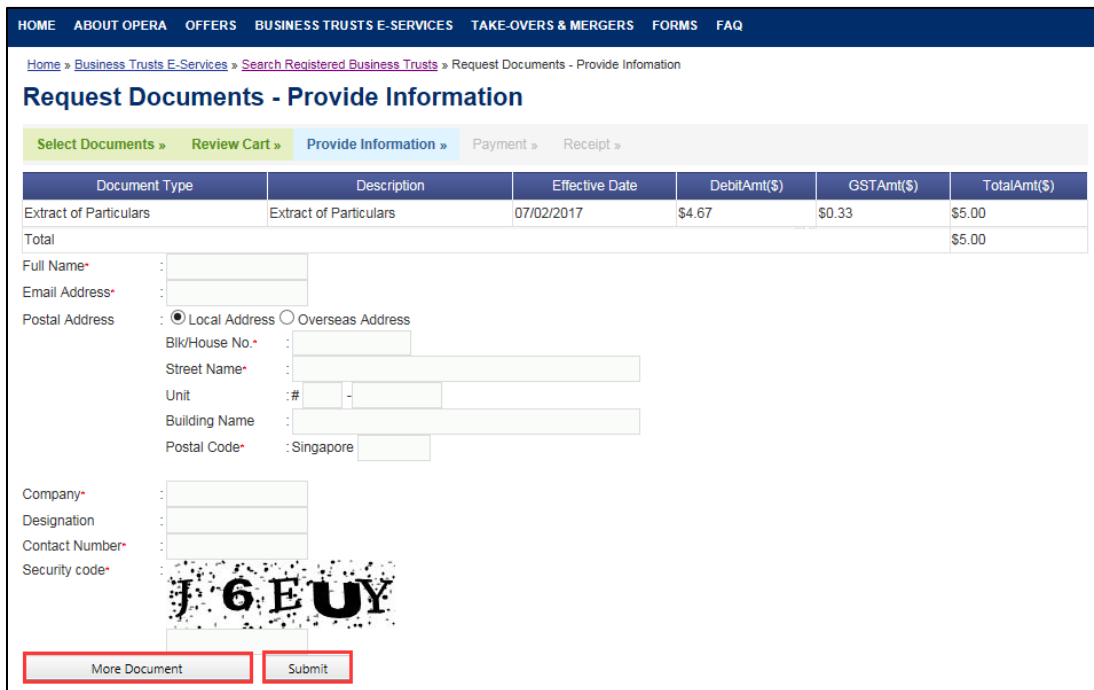
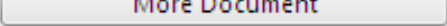
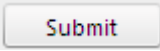


Figure 1.9 Contact details of person requesting the documents

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

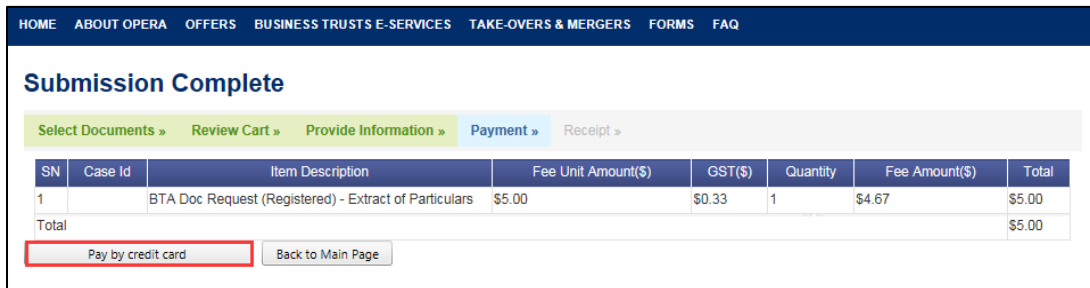
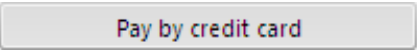


Figure 1.10 Make payment

- To make payment for the requested document(s), click  button. See **Figure 1.10**

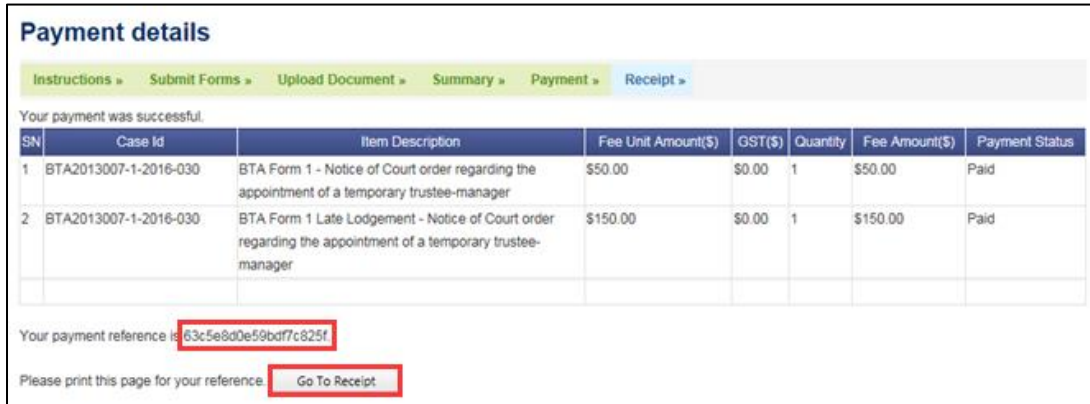


Figure 1.11 Successful payment

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

HOME ABOUT OPERA OFFERS BUSINESS TRUSTS E-SERVICES TAKE-OVERS & MERGERS MY OPERA FORMS FAQ

Tax Invoice

Monetary Authority of Singapore
10 Shenton Way MAS Building Singapore 079117
GST Reg No : M90363076J
Date : 29/03/2017
Payment Reference Number : 3d82ff2551d40f103cd4
Invoice Number : R170000173

Receipt Information

SN	Description	Qty	Unit Price (\$)	Amount (\$)
1	BTA Form 1 - Notice of resolution passed regarding the appointment of a replacement trustee-manager pursuant to a resignation of the incumbent trustee-manager	1	50.00	50.00
2	BTA Form 1 Late lodgment - Notice of resolution passed regarding the appointment of a replacement trustee-manager pursuant to a resignation of the incumbent trustee-manager	1	150.00	150.00
				Total 200.00
				GST Amount 0.00
				Amount Due 200.00

Project Information

Figure 2.17-12 Receipt of successful payment

20. Click on [Go To Receipt](#) 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.