

Summary of EDG Application Steps

[Immediate Action] Apply for Enterprise Development Grant (EDG)

Refer to document '*EDG E-commerce booster package support step-by-step guide_AMAZON*' for the detailed step by step process.

Overview of process

Step 1: Apply for EDG on the Business Grant Portal

Link to Business Grant Portal: <https://www.businessgrants.gov.sg>

Step 2: Documents to prepare

1. Amazon Service Level Agreement (provided by Amazon after you have registered your Amazon.sg seller account*)
2. **Sign on Amazon Service Level Agreement** to acknowledge Project Start Date
3. ARCA Business Document access via <https://www.bizfile.gov.sg>

*If you have not received the service level agreement even though you have registered your Amazon.sg seller account, please contact us at amazonsellersg@amazon.sg

Step 3: Upload documents on Business Grant Portal

Proceed with submission even if you see a warning message "*Applications with start date earlier than today may be rejected*".

Enterprise Singapore and Amazon are both aware of this message.

* Mandatory field

Project Title *	<input type="text"/>
Start Date *	<input type="text" value="28 May 2020"/>
Applications with start date earlier than today may be rejected.	
End Date *	<input type="text" value="27 Nov 2020"/>
Project Duration	6 months

Step 4: Add item to be claimed (1 Platform Fee Support)

1. Platform Fee Support: Enter S\$10,000 which is the total supportable cost – of which 90% is claimable (S\$9,000).

Step 5: Receive Letter of Offer (LOF) after EDG application

Step 6: Submit EDG application number

Link to submission page: [Click here](#)

[After Project Period] Make a claim via Enterprise Singapore Grant Portal

Key pointers to note:

When to claim:

- You can only submit one claim after the project ends.
- The project period is stated on your service level agreement and ends after 6 months.
- The deadline to submit a claim is 6 months after the project ends.

Example Project Period:

- 1 July 2020 to 31 December 2020
- Seller can claim starting on 1 January 2021
- Last date to claim is 30 June 2021

How to claim:

- Claims will be submitted via Enterprise Singapore Grant Portal:
<https://grantportal.enterprisesg.gov.sg>
- Instructions will be provided in your Letter of Offer (LOF), which you will receive from Enterprise Singapore after your EDG application is complete.
- Amazon fees report will be retrievable in Amazon Seller Central via self-service tool. Instructions will be sent out separately.

Additional Resources

Additional links:

- <https://www.enterprisesg.gov.sg/industries/type/retail/e-commerce-booster-package>
- https://www.enterprisesg.gov.sg/-/media/esg/files/industries/retail/e-commerce-booster-package/list_of_faq_for_the_singapore_e-commerce_programme.pdf?la=en