HDB Resale Application Fee: Keep the Seven-Day Submission Window

Description

HDB buyers and sellers each pay a non-refundable resale application fee: S$40 for a 1- or 2-room flat and S$80 for a 3-room or larger flat. The second party must submit within seven calendar days of the first submission or the application is cancelled without a refund. This guide is for an hdb resale buyer or seller preparing to submit a matched resale application and resolves one task: budget the non-refundable fee and coordinate both partiesâ?? submissions within seven calendar days. The material claims were checked against HDB resale application process and HDB e-Resale procedures.

Choose the route that matches your case

Situation	What to do
1- or 2-room flat	Buyer pays S$40 and seller pays S$40
3-room or larger flat	Buyer pays S$80 and seller pays S$80
First party has submitted	Second party must submit within seven calendar days
Supporting document is still missing	Resolve it before starting the clock where possible

Budget per party, not per transaction

The fee table applies separately to the buyer and seller. A 4-room transaction therefore creates S$160 in combined application fees, even though each party sees only a S$80 payment. According to HDB resale application process, the controlling detail for this branch is the specific rule or service condition cited here.

Keep the fee separate from valuation, legal, loan and stamp-duty costs.

Treat seven days as a shared deadline

The application becomes complete only after both portions are submitted. If one side starts on a Friday, weekends and public holidays still sit inside the seven-calendar-day clock. According to HDB e-Resale procedures, the controlling detail for this branch is the specific rule or service condition cited here.

Agree the order, target date and backup contact before anyone presses submit.

Check the fields before payment

The fee is non-refundable, so a mistaken application can cost both time and money. Names, flat address, OTP details, financing route and occupiers should match the underlying documents. According to HDB resale application process, the controlling detail for this branch is the specific rule or service condition cited here.

Use a two-person read-through, with each side responsible for its own declarations.

Choose a payment route that works

HDB lists Visa or Mastercard, AXS NETS and PayNow for supported banks in My Flat Dashboard. A card limit or unavailable signer is a preventable cause of delay. According to HDB e-Resale procedures , the controlling detail for this branch is the specific rule or service condition cited here.

Test access and payment capability before the first party starts the clock.

Prepare for the review period

After a complete application and supporting documents arrive, HDB says it will verify the parties and aims to notify them of acceptance within 28 working days if the application is in order. According to HDB resale application process, the controlling detail for this branch is the specific rule or service condition cited here.

That is not the completion date; keep conveyancing and financing milestones on a separate timeline.

Keep proof of both submissions

Save the acknowledgement, payment record and timestamps for each side. If the status does not match what either party expects, raise it promptly through HDBâ??s official channel. According to HDB e-Resale procedures, the controlling detail for this branch is the specific rule or service condition cited here.

Do not share Singpass credentials to make coordination easier.

Run the numbers or sequence

For a 4-room flat, buyer and seller each pay S$80, so the combined application-fee cost is S$160. If the buyer submits on Monday, the parties should plan for the seller to submit well before the following

Monday rather than use the final hour.

The calculation or sequence above is an LBRD working example. Replace every example input with the amount, date, access condition or document from your own case. Keep the official rate or threshold beside the working so another person can reproduce the answer.

Build a verification note another person can check

Before acting, create a one-page case note headed with the task, the date checked and the person responsible. Copy only the facts that affect your decision, then attach the statement, booking, application, receipt, map record or screenshot that supplies your own input. This separates a published rule from a personal assumption. If the official page changes, keep the earlier dated record but rework the decision with the live version.

Controlling source	What to verify	What to retain
HDB resale application process	Per-party fee treatment, seven-calendar-day matching rule and cancellation without refund.	Record the page date, the exact rule used and the case input it governs.
HDB e-Resale procedures	S$40 and S$80 fee bands, separate buyer and seller payment, seven-day handoff and non-refundable status.	Record the page date, the exact rule used and the case input it governs.

Read the source in context, including definitions, exceptions and effective dates. A relevant page is not proof by itself: the cited passage must contain the particular rate, deadline, eligibility condition, access rule or warning used here. Where two official channels appear inconsistent, pause and ask the authority about the exact case rather than choosing the more convenient answer.

Use the guide with its limits

Property decisions have several parallel tracks: contract, finance, title, tax and physical condition. A correct answer on one track does not clear the others. Keep each responsibility and deadline on its own row, then ask the conveyancing lawyer or authority only the narrow question their record can answer.

No interview, personal use, fresh field visit, survey result or price check is claimed unless explicitly stated. Availability, fees and procedures can change. Reopen the linked authority page immediately before payment, travel, filing or emergency use.

Before you act

1. Confirm the flat type
2. Calculate each partyâ??s fee
3. Agree who submits first
4. Check all application fields
5. Test payment access

6. Submit the second portion early
7. Save both acknowledgements

Mistakes that change the outcome

- Treating S$80 as the combined fee
- Counting working days
- Starting before documents are ready
- Sharing Singpass access
- Assuming acceptance means completion

Continue with the relevant LBRD guide

Next, see the full resale sequence. You can also budget the separate legal fees.

Questions readers ask

Are the fees refundable?

HDB states that they are non-refundable and include GST.

Does each side pay?

Yes. Buyer and seller each pay the applicable amount.

How long does HDB review take?

HDB states an acceptance notification target of within 28 working days for an application in order.

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