

SENARAI SEMAK/ CHECKLIST

BUTIRAN/ INFORMATION	PEMBAYAR CUKAI / TAXPAYER			
	INDIVIDU / INDIVIDUAL	PERKONGSIAN / PARTNERSHIP	SYARIKAT / COMPANY	BADAN AMANAH / TRUST
Nama Pembayar Cukai / <i>Name of Taxpayer</i>	√	√	√	√
Nombor Rujukan Cukai Pendapatan / <i>Income Tax Reference Number</i>	√	√	√	√
Perniagaan Utama (Dalam Bahasa Inggeris)/ <i>Principal business activity (In English)</i>	√	√	√	√
Alamat Perniagaan / <i>Business Address</i>	√	√	√	√
Negara Pejanji / <i>Treaty Country</i>	√	√	√	√
Tahun Taksiran diperlukan / <i>Year of Assessment required</i>	√	√	√	√
Jenis Pendapatan diterima / <i>Type of Income received</i>	√	√	√	√
Tempoh Bayaran / <i>Period of Payment</i>	√	√	√	√
Jumlah Pendapatan diterima / <i>Amount of payment received</i>	√	√	√	√
Nama dan alamat pembayar Asing / <i>Name and address of Foreign Payer</i>	√	√	√	√
Alamat Surat-menyurat Pembayar Cukai/ <i>Correspondence Address of Taxpayer.</i>	√	√	√	√
Nama dan Nombor Telefon orang boleh dihubungi/ <i>Name and telephone number of contact person</i>	√	√	√	√
Alamat e-mel Pemohon/ <i>Applicant's email address</i>	√	√	√	√
Salinan Pasport dan Pas Pekerjaan (dokumen asal diperlukan untuk pengesahan) / <i>A copy of the Passport and Employment Pass (Original document required for verification)</i>	√	√		
Senarai pergerakan keluar / masuk Malaysia / <i>List of movement in / out of Malaysia</i>	√	√		
Salinan minit Mesyuarat Lembaga Pengarah atau surat pengesahan pengarah berkenaan dengan kawalan dan pengurusan syarikat dijalankan di Malaysia (sekiranya Borang Nyata Cukai Pendapatan tahun semasa belum patut dikemukakan) / <i>A copy of the minutes of the Board of Directors' meeting or a confirmation letter signed by the director regarding the management and control of the company are exercised in Malaysia (if the Tax Return Form is not due)</i>			√	
Salinan suratikatan penubuhan Badan Amanah (Bagi fail baru daftar) / <i>A copy of the trust deed(for newly registered file)</i>				√
Salinan Borang 49 dari Suruhanjaya Syarikat Malaysia (SSM) / <i>A copy of Form 49 from Companies Commission of Malaysia (CCM)</i>			√	