



JABATAN KASTAM DIRAJA MALAYSIA

**USER MANUAL
SALES AND SERVICE TAX:
IMPORTED TAXABLE SERVICE (REGISTRANT)**

Version 2.1


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|---|--|----------------------|
|  JABATAN KASTAM DIRAJA MALAYSIA | User Manual | |
| | Doc Ref : EITS/CMMI/ENG/RSD/UM | Version : 2.1 |
| | Doc ID : SST_IMPORTED_SERVICE_UM_REG_v2.1 | Page No : 1 |

1 Registrant Imported Service

1.1 Landing Page

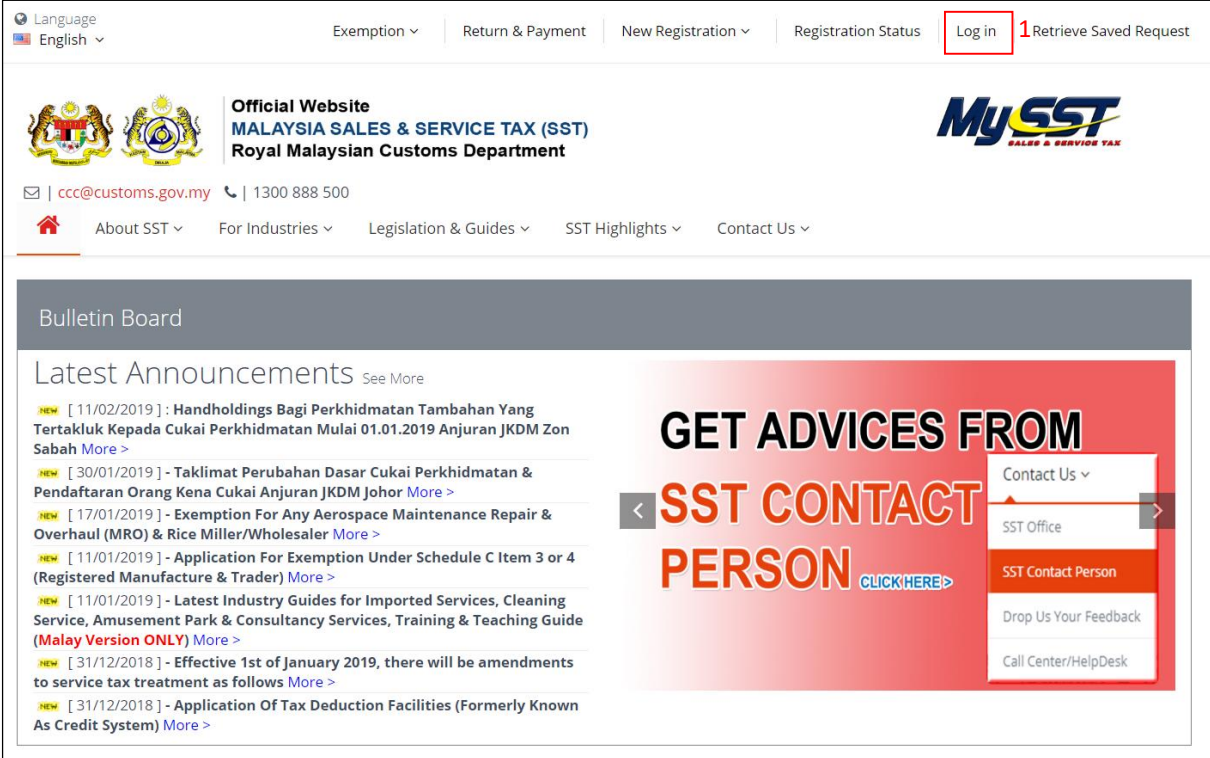


Figure 1.1.1 MySST Landing Page

1. Click Log in and MySST Log In page will appear. (Refer Figure 1.1.1 and Figure 1.1.2)

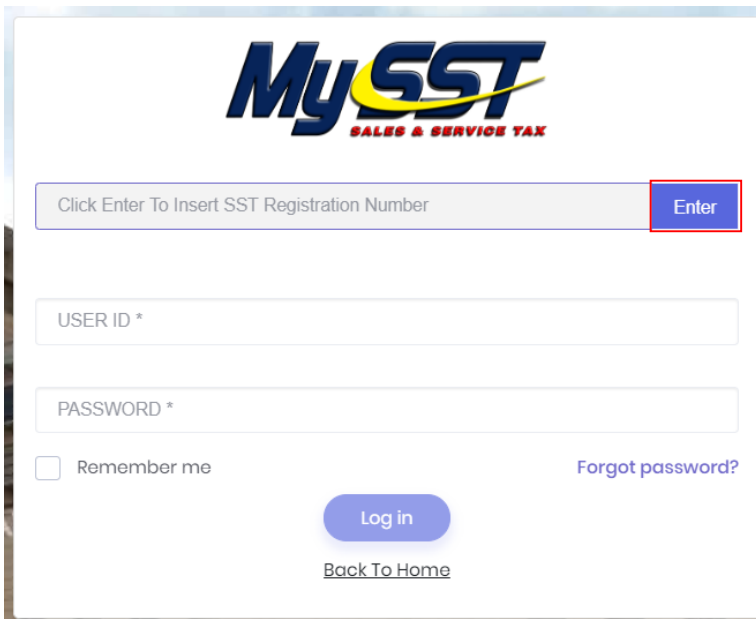



Figure 1.1.2 Log in Page

| | | |
|--|---|---------------|
|  JABATAN KASTAM DIRAJA MALAYSIA | User Manual | |
| | Doc Ref : EITS/CMMI/ENG/RSD/UM | Version : 2.1 |
| | Doc ID : SST_IMPORTED_SERVICE_UM_REG_v2.1 | Page No : 2 |

- Click Enter and Insert SST Registration pop up will appear. (Refer Figure 1.1.2 and Figure 1.1.3)

Figure 1.1.3 Insert SST Registration pop up

- Key in SST Registration Number. (Refer Figure 1.1.3)
- Click Save button and MySST Log in page will appear. (Refer Figure 1.1.3 and Figure 1.1.4)

Figure 1.1.4 Log In Page

- Key in User Id. (Refer Figure 1.1.4)
- Key in password. (Refer Figure 1.1.4)
- Click Log In button and change password Page Will Appear. (Refer Figure 1.1.5)
Change Password page only will appear for first time log in



MySST
SALES & SERVICE TAX

Change password
Please enter your new password.

.....

.....

← Back ✓ Submit

8

9

10

Figure 1.1.5 Change Password

8. Key in New Password. (Refer Figure 1.1.5)
9. Key in New Password confirmation. (Refer Figure 1.1.5)
10. Click Submit button and “Kemaskini Maklumat Syarikat ” pop up will appear. (Refer Figure 1.1.6)

1.2 Update Company Information

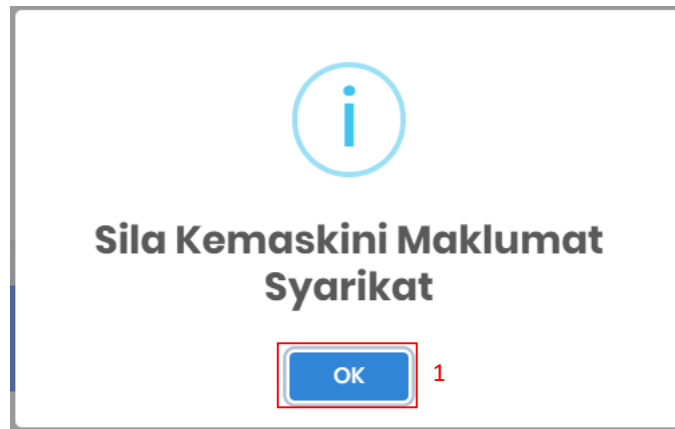


Figure 1.2.1 Update company information pop up

1. Click Ok button and Registration Info will be appear. (Refer Figure 1.2.2)

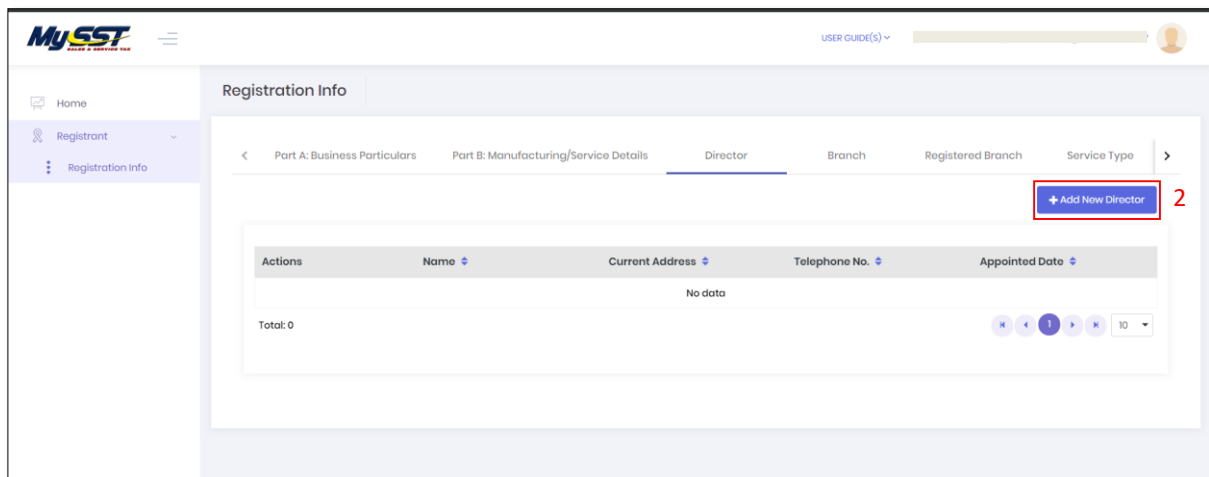
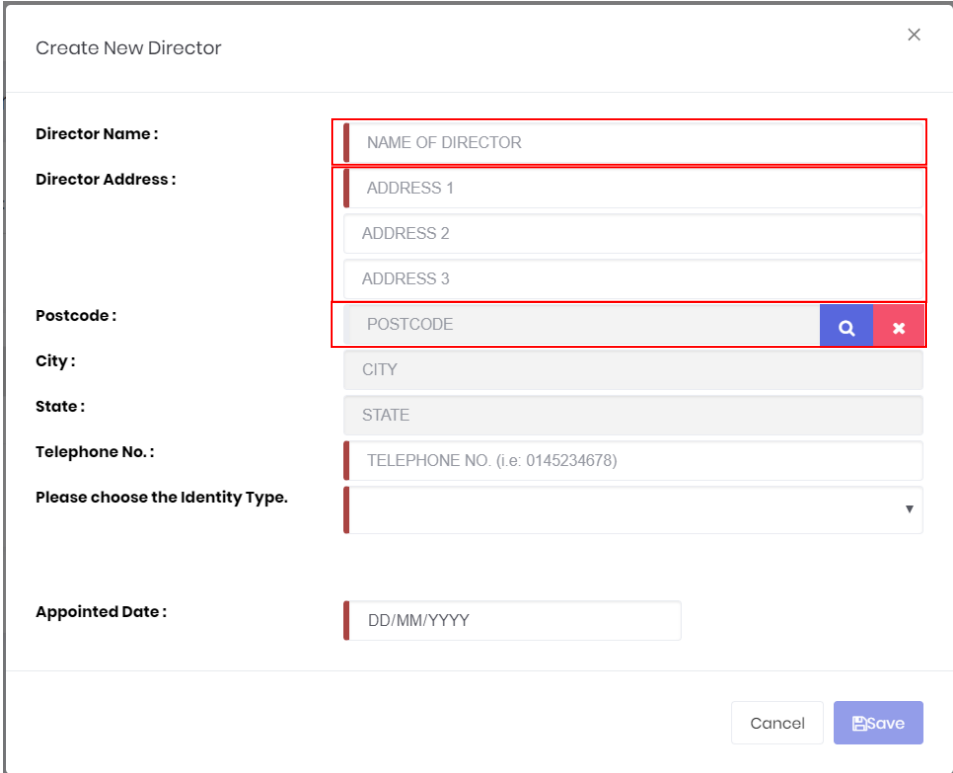


Figure 1.2.2 Registration Info

2. Click Add New Director button and Create New Director Pop up page will appear. (Refer Figure 1.2.3).



Create New Director

Director Name : NAME OF DIRECTOR 3

Director Address :

ADDRESS 1 4

ADDRESS 2

ADDRESS 3

Postcode : POSTCODE 5

City : CITY

State : STATE

Telephone No. : TELEPHONE NO. (i.e: 0145234678)

Please choose the Identity Type.

Appointed Date : DD/MM/YYYY

Cancel Save

Figure 1.2.3 Create New Director

3. Key in Director Name. (Refer Figure 1.2.3)
4. Key in Address. (Refer Figure 1.2.3)
5. Click postcode search button and choose postcode page will appear. (Refer Figure 1.2.4)

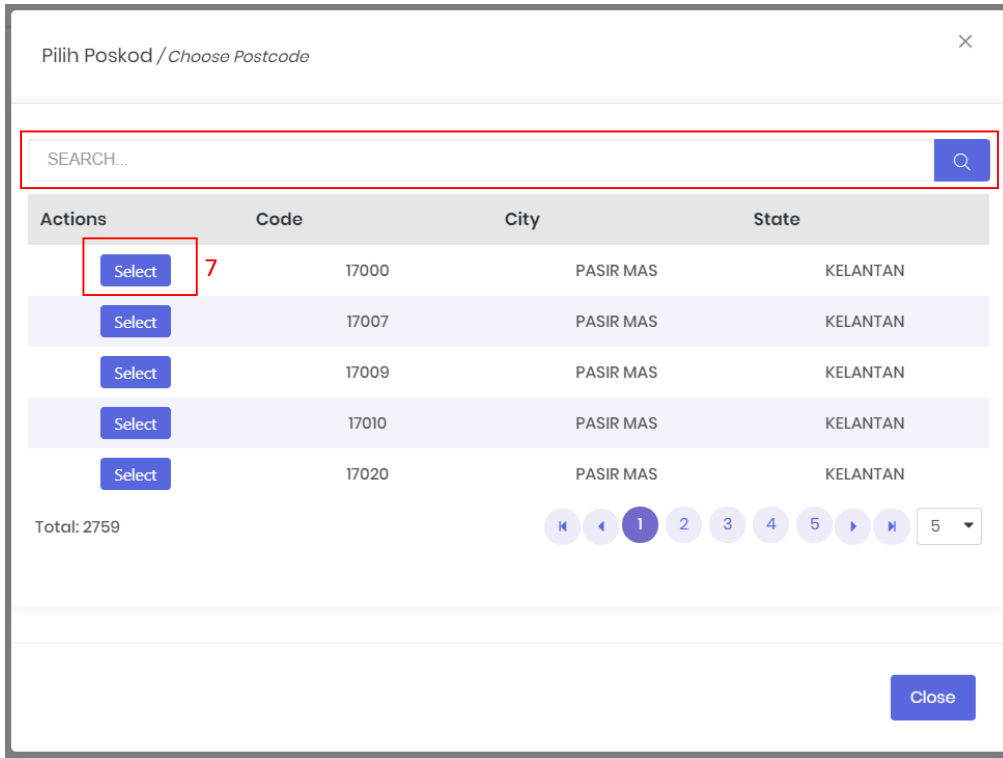
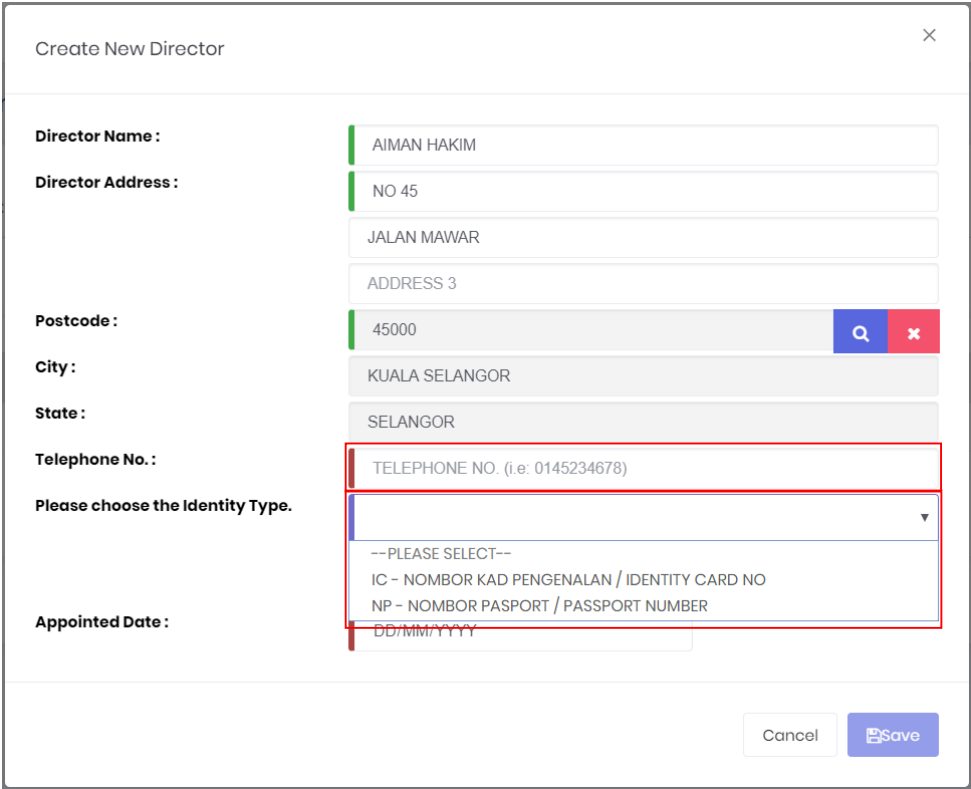


Figure 1.2.4 Choose Postcode pop up page

- Key in postcode and click search button. (Refer Figure 1.2.4)
- Click Select button and City and State will be auto populate based on selected postcode. (Refer Figure 1.2.4)



8

9

Figure 1.2.5 Create New Director

- 8. Key in Telephone number. (Refer Figure 1.2.5)
- 9. Choose Identity type. (Refer Figure 1.2.5)

Create New Director
✕

Director Name :

Director Address :

Postcode :

City :

State :

Telephone No. :

Please choose the Identity Type.

IC No

10

Nationality

Appointed Date :

11

12

Figure 1.2.6 Create New Director: Save

- 10. Key in identification number. (Refer Figure 1.2.6)
- 11. Key in Appointed date. (Refer Figure 1.2.6)
- 12. Click Save button and Registration info page will appear. (Refer Figure 1.2.7)

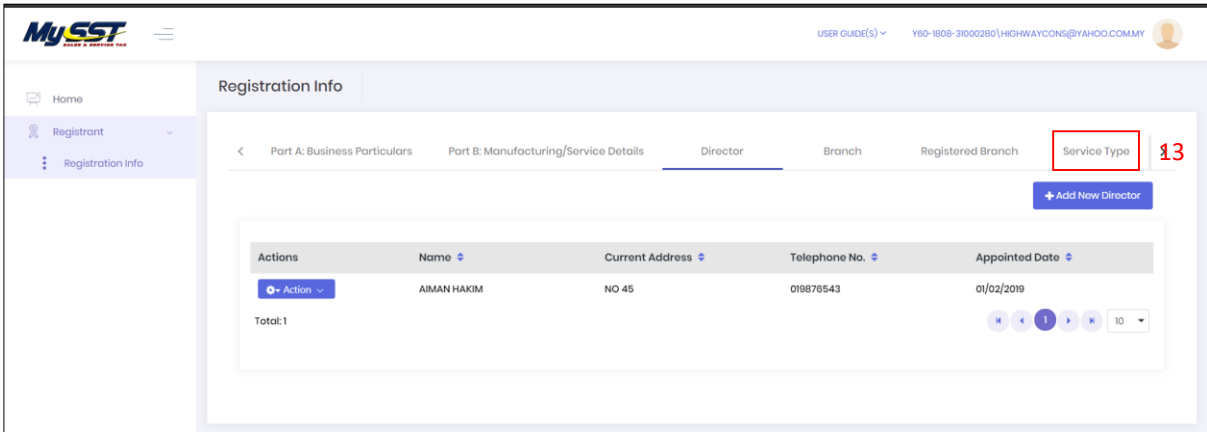


Figure 1.2.7 Registration Info

13. Click Service Type and Service Type page will appear. (Refer Figure 1.2.8)

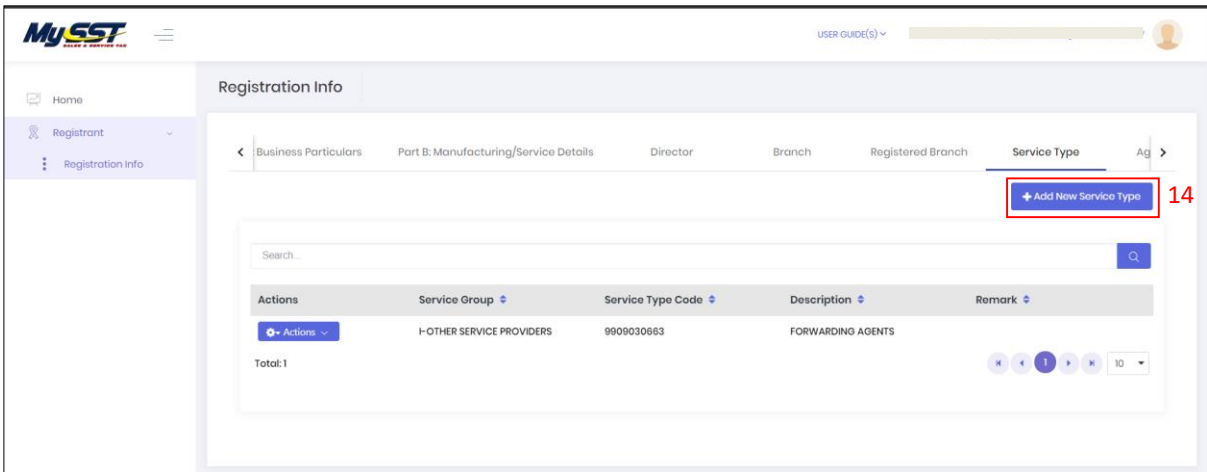


Figure 1.2.8 Service Type

14. Click Add New Service Type button. (Refer Figure 1.2.8)

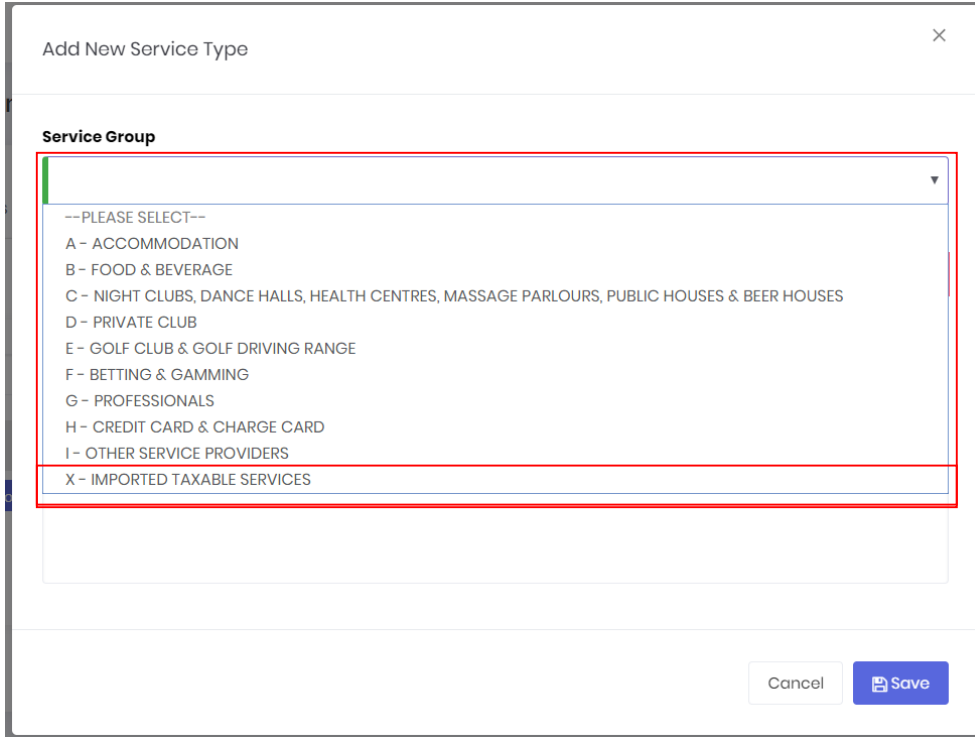


Figure 1.2.9 Add New Service Type

15. Choose X-Imported Taxable Services service group. (Refer Figure 1.2.9)

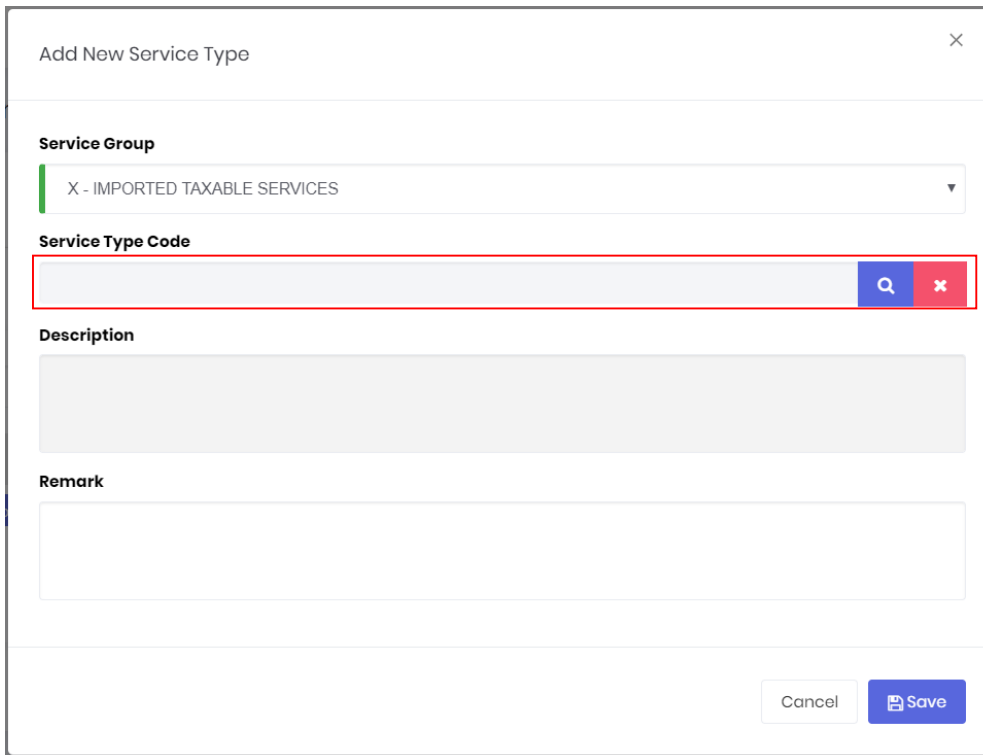


Figure 1.2.10 Add New Service Type

16. Click Service Type Code search button and pick service pop up will appear. (Refer Figure 1.2.11)

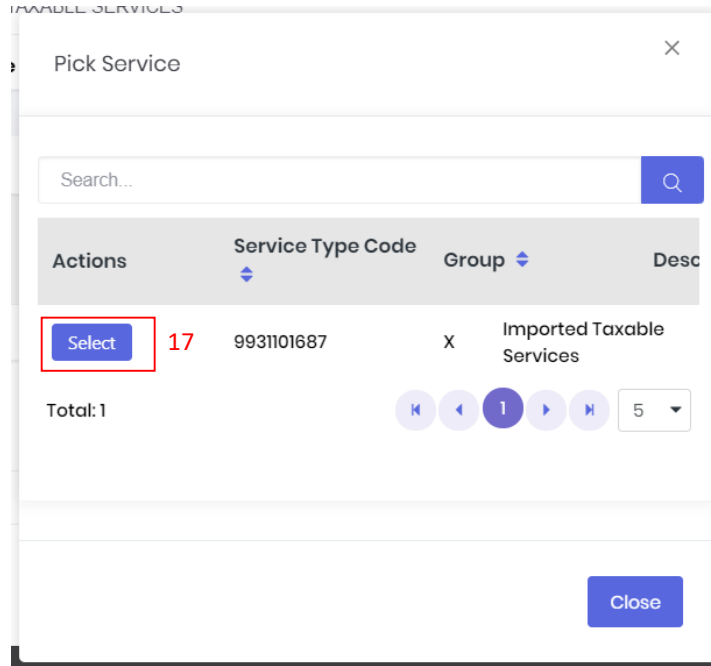


Figure 1.2.11 Pick Service

17. Click Select Button and Add New Service Type page will appear. (Refer Figure 1.2.12)

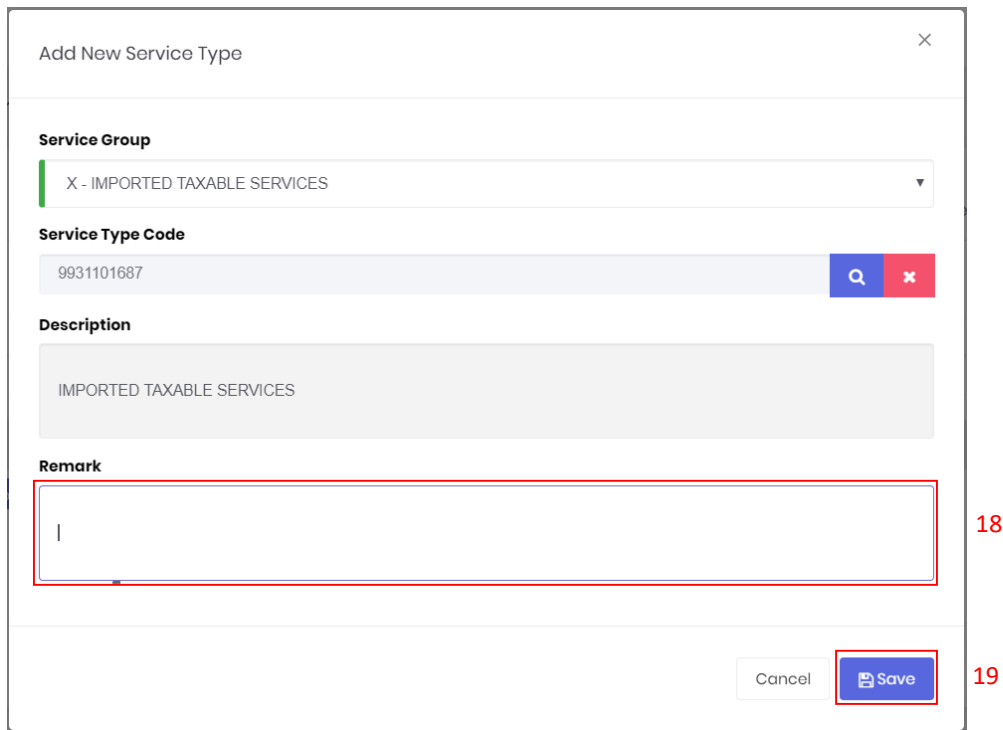


Figure 1.2.12 Add New Service Type

18. Key in Remark. (Refer Figure 1.2.12)

19. Click Save button and Registration info page will appear. (Refer Figure 1.2.13)

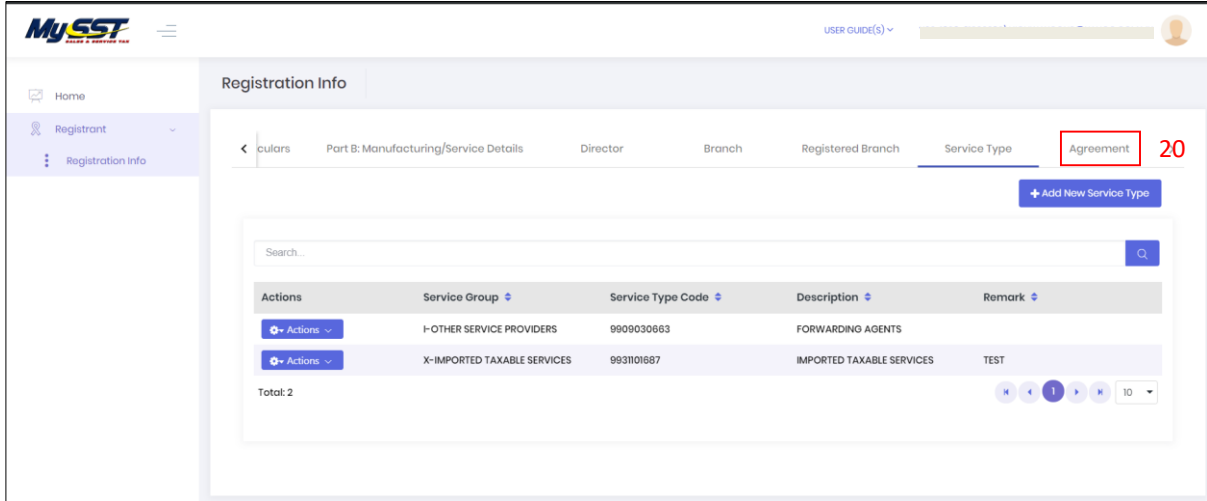


Figure 1.2.13 Registration Info

20. Click Agreement and Agreement page will appear. (Refer Figure 1.2.14)

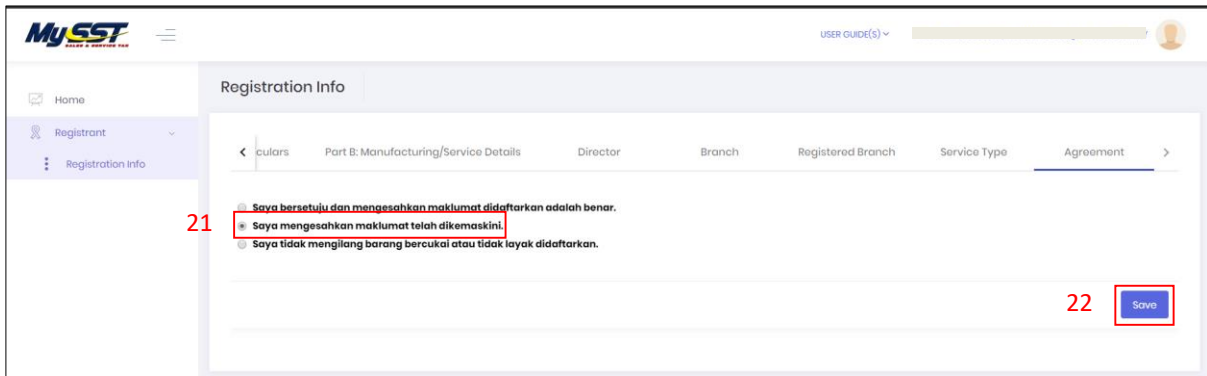


Figure 1.2.14 Agreement

21. Choose “Saya mengesahkan maklumat telah dikemaskini”. (Refer Figure 1.2.14)

22. Click Save button and MySST homepage will appear. (Refer Figure 1.3.1)

1.3 Log in Return & Payment Homepage System

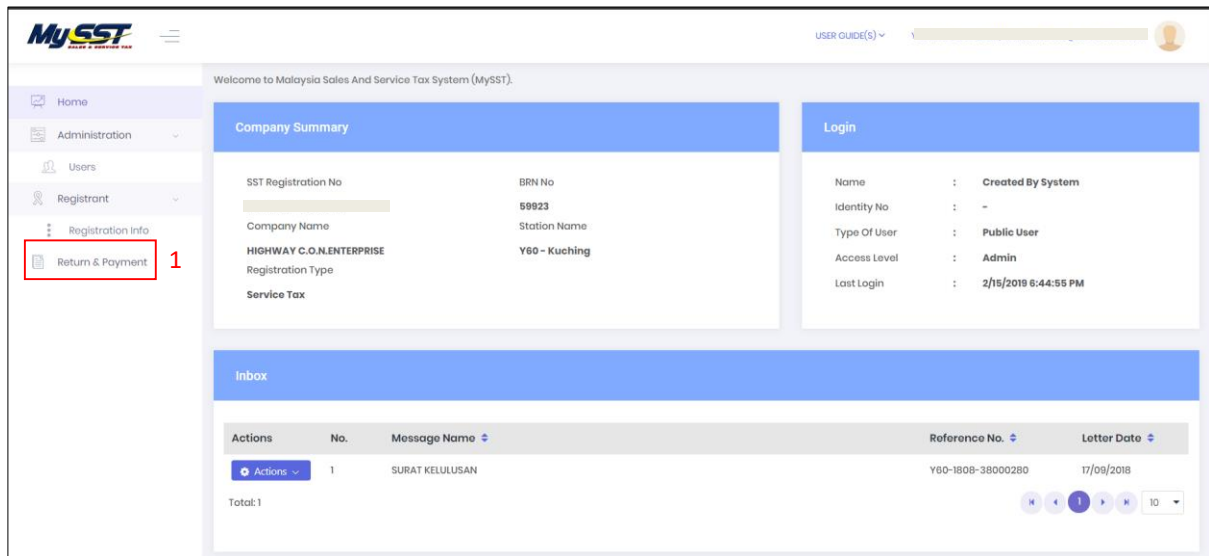


Figure 1.3.1 MySST homepage


1. Click Return & Payment and login page will appear. (Refer Figure 1.3.2)



Figure 1.3.2 Log In CJP

2. Key In Password. (Refer Figure 1.3.2)
3. Click Login button and CJP system homepage will appear. (Refer Figure 1.3.2)

1.4 Add Service Tax for Imported Service



Official Website
MALAYSIA SALES & SERVICE TAX (SST)
Royal Malaysian Customs Department

Welcome to MySST Online. Server time is 31/03/2019 08:05:23.

You are login as
Name :
E-mail :
Type of User : Public User
Access Level : Administrator
Last Login : 31/03/2019 8:03PM
System Date : 31/03/2019 8:05PM

| Announcement Title | Published Date | Details |
|------------------------|--------------------|------------------------------|
| Welcome to CJP Online | 18/02/2014 10:05AM | View Details |
| Meeting for New User 2 | 11/02/2014 9:49AM | View Details |

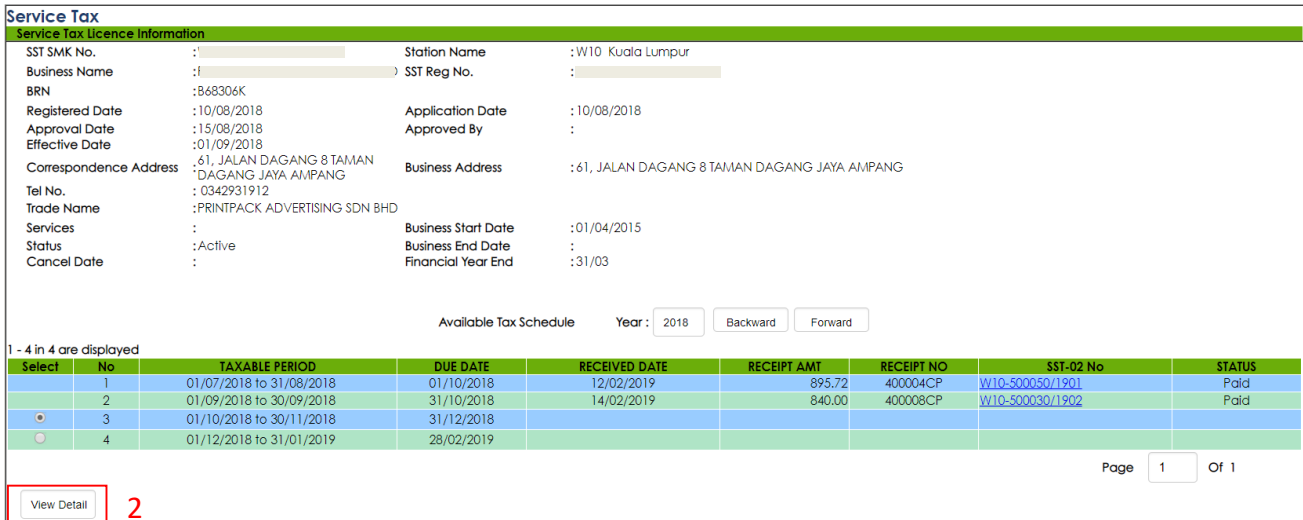
Page 1 Of 1

| Taxable Period | Due Date | 1st Reminder | 2nd Reminder | Type |
|--------------------------|------------|--------------|--------------|------|
| 01/01/2018 to 28/02/2018 | 31/03/2018 | 05/01/2019 | | CP |
| 01/03/2018 to 30/04/2018 | 31/05/2018 | 05/01/2019 | | CP |
| 01/05/2018 to 30/06/2018 | 31/07/2018 | 05/01/2019 | | CP |
| 01/10/2018 to 30/11/2018 | 31/12/2018 | 30/01/2019 | | CP |

Page 1 Of 1

Figure 1.4.1 Return & Payment system Homepage

1. Click Service Tax Information and Service Tax Licence Information Page will appear. (Refer Figure 1.4.2)



Service Tax
Service Tax Licence Information

SST SMK No. : Station Name : W10 Kuala Lumpur
 Business Name : SST Reg No. :
 BRN : 868306K
 Registered Date : 10/08/2018 Application Date : 10/08/2018
 Approval Date : 15/08/2018 Approved By :
 Effective Date : 01/09/2018
 Correspondence Address : 61, JALAN DAGANG 8 TAMAN DAGANG JAYA AMPANG Business Address : 61, JALAN DAGANG 8 TAMAN DAGANG JAYA AMPANG
 Tel No. : 0342931912
 Trade Name : PRINTPACK ADVERTISING SDN BHD
 Services : Business Start Date : 01/04/2015
 Status : Active Business End Date :
 Cancel Date : Financial Year End : 31/03

Available Tax Schedule Year : 2018 Backward Forward

1 - 4 in 4 are displayed

| Select | No | TAXABLE PERIOD | DUE DATE | RECEIVED DATE | RECEIPT AMT | RECEIPT NO | SST-02 No | STATUS |
|-------------------------------------|----|--------------------------|------------|---------------|-------------|------------|-----------------|--------|
| <input type="checkbox"/> | 1 | 01/07/2018 to 31/08/2018 | 01/10/2018 | 12/02/2019 | 895.72 | 400004CP | W10-500050/1901 | Paid |
| <input type="checkbox"/> | 2 | 01/09/2018 to 30/09/2018 | 31/10/2018 | 14/02/2019 | 840.00 | 400008CP | W10-500030/1902 | Paid |
| <input checked="" type="checkbox"/> | 3 | 01/10/2018 to 30/11/2018 | 31/12/2018 | | | | | |
| <input type="checkbox"/> | 4 | 01/12/2018 to 31/01/2019 | 28/02/2019 | | | | | |

Page 1 Of 1

View Detail 2

Figure 1.4.2 Service Tax Licence Information

2. Click View Detail button and Service Tax Return Page will Appear. (Refer Figure 1.4.3)



Service Tax
Service Tax Return

SST Name : [BHD]868306K
SST-02 No. : This field will be automatic generated
SST SMK No. :
Taxable Period : From 01/10/2018 To 30/11/2018
SST Reg No. :
Station Name : W10 Kuala Lumpur
Declared By Name : Ahmad Bin Ali 3
Due Date : 31/12/2018
Declared By IC/Passport No : 860204109755 4
Date Registered (System) :
Total Taxable Services Value : 0.00
Date Declare (Received/ Submit) :
Total Value of Tax Computed : 0.00
Form Status : Draft
Total Value of Tax Collected /Payable (12) : 0.00
Total Service Tax Deduction (13c) : 0.00
Receipt No :
Total Tax Payable Before Penalty Imposed(14) : 0.00
Receipt Date :
Total Penalty Amount(15) : 0.00
Receipt Amount : 0.00
Total Tax Payable Inclusive Penalty(14) : 0.00
Penalty Receipt Amount : 0.00
SST-02 Registered By ID :
BOD Ref No/ Status : REGISTER
Registered Name :
BOD Date :
Total Detail : 0
BOD Total Received/ Total : 0.00/0.00
BOD Tax Received/ Total : 0.00/0.00
BOD Penalty Received/ Total : 0.00/0.00
Supplement SST-02 No :
Detail Service Tax Return

Add 5 Edit Delete New Service Type Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKILANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | | | | | | | 0.00 | | | |

Page 1 Of 1

Back Clear Save

Figure 1.4.3 Service Tax Return

- Key in Declared by Name. (Refer Figure 1.4.3)
- Key in Declared by IC/ Passport number. (Refer Figure 1.4.3)
- Click Add button and Service Tax Return (Draft) will appear. (Refer Figure 1.4.4)

Service Tax
Service Tax Return (Draft)

Detail Service Tax Return

Service Type : 687 PERKHIDMATAN BERCUKAI DIIMPORT

i. Value of Taxable Service (10) : 1,230.00 6
viii. Tax Rate % : 6.00
ii. Values of Free Services (9) : 123.00 7
ix. Penalty Rate % : 40.00
iii. Total Taxable Value (i + ii) : 0.00
x. Total Penalty (vii * ix) : 0.00
iv. Tax Amount Computed (iii * viii) : 0.00
xi. Tax Amount Payable (vii + x) : 0.00
v. Tax Amount Collected (Leave it Blank or 0 if want to be calculated automatically. Must be greater or equal than iv) : 0.00 8
vi. Service Tax Deduction** (13c) : 678.00 9
xii. Total Value of Exempted Taxable Services (18c) : 0.00 10
vii. Total Tax Payable Before Penalty Imposed (v - vi) : 0.00

Back Clear Confirm 11

Figure 1.4.4 Service Tax Return (Draft)

- Key in Value of Taxable Service. (Refer Figure 1.4.4)
- Key in Value of Free Services. (Refer Figure 1.4.4)
- Key in Tax Amount Collected. (Refer Figure 1.4.4)
- Key in Service Tax Deduction. (Refer Figure 1.4.4)
- Key in Total Value of Exempted Taxable Service (18c) if necessary. (Refer Figure 1.4.4)



11. Click Confirm button and GM10N RECORD CREATED will appear. (Refer Figure 1.4.5)

Service Tax
Service Tax Return (Draft)
GM10N RECORD CREATED.

Detail Service Tax Return

Service Type : 687 PERKHIDMATAN BERCUKAI DIIMPORT

i. Value of Taxable Service (10) : 1,230.00 viii. Tax Rate % : 6.00

ii. Values of Free Services (9) : 123.00 ix. Penalty Rate % : 40.00

iii. Total Taxable Value (i + ii) : 1,353.00 x. Total Penalty (vii * ix) : 26.47

iv. Tax Amount Computed (iii * viii) : 81.18 xi. Tax Amount Payable (vii + x) : 92.65

v. Tax Amount Collected (Leave it blank or 0 if want to be calculated automatically. Must be greater or equal than iv) : 81.18

vi. Service Tax Deduction** (13c) : 15.00 xii. Total Value of Exempted Taxable Services (18c) : 0.00

vi. Service Tax Deduction** (13c) : Kemudahan Pelonggangan Cukai Perkhidmatan

vii. Total Tax Payable Before Penalty Imposed (v - vi) : 66.18

Buttons: Back, Clear, Confirm, **Next** 12

Figure 1.4.5 Record created

12. Click Next Button and Service Tax Return page will appear. (Refer Figure 1.4.6)

Service Tax
Service Tax Return

SST Name :
SST SMK No. :
Taxable Period : From 01/10/2018 To 30/11/2018

Declared By Name : Ahmad Bin Ali SST-02 No. :
SST Reg No. : Station Name : W10 Kuala Lumpur

Declared By IC/Passport No : 860204109755 Due Date : 31/12/2018

Total Taxable Services Value : 1,353.00 Date Registered (System) : 31/03/2019

Total Value of Tax Computed : 81.18 Date Declare (Received/ Submit) :
Total Value of Tax Collected /Payable (12) : 81.18 Form Status : Draft

Total Service Tax Deduction (13c) : 15.00 Receipt No :
Total Tax Payable Before Penalty Imposed(14) : 66.18 Receipt Date :
Total Penalty Amount(15) : 26.47 Receipt Amount : 0.00

Total Tax Payable Inclusive Penalty(16) : 92.65 Penalty Receipt Amount : 0.00

SST-02 Registered By ID :
Registered Name : BOD Ref No/ Status :
Total Detail : 1 BOD Date :
BOD Total Received/ Total : 0.00/0.00
BOD Tax Received/ Total : 0.00/0.00
BOD Penalty Received/ Total : 0.00/0.00
Supplement SST-02 No :

Buttons: Add, Edit, Delete, New Service Type, Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARIJENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGIKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/ 26.47 | 81.18 | 92.65 |

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Buttons: Back, Print SST-02, Clear, **Save** 13

Figure 1.4.6 Service Tax Return

13. Click Save button and pop up confirmation to save will appear. (Refer Figure 1.4.7)

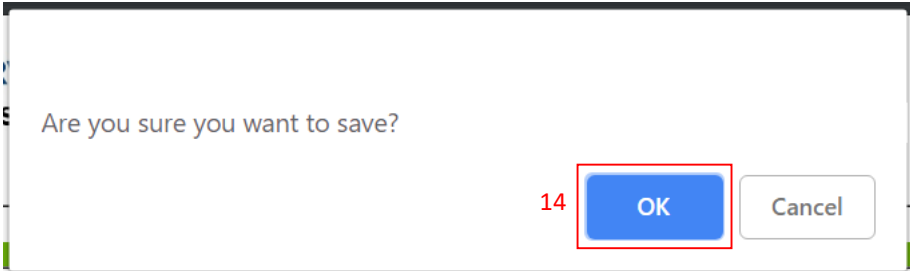


Figure 1.4.7 Save confirmation pop up

14. Click Ok button and Service Tax Return page with record updated will appear. (Refer Figure 1.4.8)

Service Tax

Service Tax Return

GM11N RECORD UPDATED.

| | |
|--|--|
| SST Name : [REDACTED] | SST-02 No. : [REDACTED] |
| SST SMK No. : [REDACTED] | SST Reg No. : [REDACTED] |
| Taxable Period : From 01/10/2018 To 30/11/2018 | Station Name : W10 Kuala Lumpur |
| Declared By Name : Ahmad Bin Ali | Due Date : 31/12/2018 |
| Declared By IC/Passport No : 860204109755 | Date Registered (System) : 31/03/2019 |
| Total Taxable Services Value : 1,353.00 | Date Declare (Received/ Submit) : Draft |
| Total Value of Tax Computed : 81.18 | Form Status : Draft |
| Total Value of Tax Collected /Payable (12) : 81.18 | Receipt No : [REDACTED] |
| Total Service Tax Deduction (13c) : 15.00 | Receipt Date : [REDACTED] |
| Total Tax Payable Before Penalty Imposed(14) : 66.18 | Receipt Amount : 0.00 |
| Total Penalty Amount(15) : 26.47 | Penalty Receipt Amount : 0.00 |
| Total Tax Payable Inclusive Penalty(16) : 92.65 | BOD Ref No/ Status : [REDACTED] |
| SST-02 Registered By ID : [REDACTED] | BOD Date : [REDACTED] |
| Registered Name : [REDACTED] | BOD Total Received/ Total : 0.00/0.00 |
| Total Detail : 1 | BOD Tax Received/ Total : 0.00/0.00 |
| | BOD Penalty Received/ Total : 0.00/0.00 |
| | Supplement SST-02 No : [REDACTED] |

Detail Service Tax Return

Add Edit Delete New Service Type Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|-------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARIH-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUJ,MAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPOR | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/ 26.47 | 81.18 | 92.65 |

Page 1 Of 1

Back Print SST-02 Clear Save Submit 15

Figure 1.4.8 Service Tax Return with record updated

15. Click Submit button and submit confirmation pop up will appear. (Refer Figure 1.4.9)

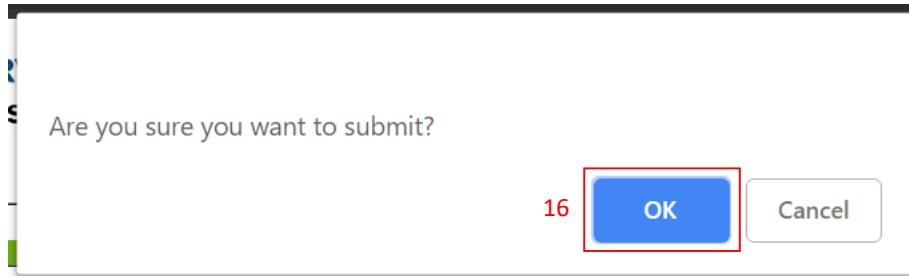


Figure 1.4.9 Submit confirmation pop up

16. Click Ok button and Service Tax Return (view only) with Process completed will appear. (Refer Figure 1.4.10)

Service Tax
Service Tax Return (View Only)
 GMB2N Process completed.

| | | | | | |
|--|---|-------------------------------|---------------------------------|---|------------------|
| SST Name | : | | SST-02 No. | : | |
| SST SMK No. | : | | SST Reg No. | : | |
| Taxable Period | : | From 01/10/2018 To 30/11/2018 | Station Name | : | W10 Kuala Lumpur |
| Declared By Name | : | Ahmad Bin Ali | Due Date | : | 31/12/2018 |
| Declared By IC/Passport No | : | 860204109755 | Date Registered (System) | : | 31/03/2019 |
| Total Taxable Services Value | : | 1,353.00 | Date Declare (Received/ Submit) | : | 31/03/2019 |
| Total Value of Tax Computed | : | 81.18 | Form Status | : | Submitted |
| Total Value of Tax Collected /Payable (12) | : | 81.18 | Receipt No | : | |
| Total Service Tax Deduction (13c) | : | 15.00 | Receipt Date | : | |
| Total Tax Payable Before Penalty Imposed(14) | : | 66.18 | Receipt Amount | : | 0.00 |
| Total Penalty Amount(15) | : | 26.47 | Penalty Receipt Amount | : | 0.00 |
| Total Tax Payable Inclusive Penalty(14) | : | 92.65 | BOD Ref No/ Status | : | |
| SST-02 Registered By ID | : | | BOD Date | : | |
| Registered Name | : | | BOD Total Received/ Total | : | 0.00/0.00 |
| Total Detail | : | 1 | BOD Tax Received/ Total | : | 0.00/0.00 |
| | | | BOD Penalty Received/ Total | : | 0.00/0.00 |
| | | | Supplement SST-02 No | : | |

Detail Service Tax Return

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/26.47 | 81.18 | 92.65 |

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Back **Print SST-02** Pay Now Reset to Draft

Figure 1.4.10 Service Tax Return (view only)

17. Click Print SST-02 and SST-02 form will appear. (Refer Figure 1.4.11)



JABATAN KASTAM DIRAJA MALAYSIA

User Manual

Doc Ref : EITS/CMMI/ENG/RSD/UM

Version : 2.1

Doc ID : SST_IMPORTED_SERVICE_UM_REG_v2.1

Page No : 19

SST-02

No. SST-02 :D11-500010/2003

[] Pindaan / Amendment



JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT
DERAF
PENYATA CUKAI JUALAN / CUKAI PERKHIDMATAN
SALES TAX / SERVICE TAX RETURN

Nota Penting (Important Notes)

- 1) Sila isikan borang ini dengan menaip menggunakan **HURUF BESAR** sahaja (Please type in using **BLOCK LETTERS** only)
- 2) Borang ini hendaklah diisi secara berasingan bagi Cukai Jualan dan Cukai Perkhidmatan (This form must be filled in separately for Sales Tax and Service Tax)
- 3) Sila rujuk Panduan Mengisi Penyata SST-02 (Please refer to SST-02 Returns Guidelines)
- 4) Ruangan yang bertanda (*) adalah wajib diisi (Column with (*) is a mandatory field)
- 5) Sekiranya tiada nilai untuk diikrar, sila isi angka '0' (If nothing to declare, please fill in '0')
- 6) Sila hubungi Pusat Panggilan Kastam ditalian 1-300-88-8500 / 03-78067200 atau emel ccc@customs.gov.my untuk pertanyaan lanjut (Please contact Customs Call Center at 1-300-88-8500 / 03-78067200 or email ccc@customs.gov.my for further enquiry)

BAHAGIAN A: MAKLUMAT PENGILANG BERDAFTAR / ORANG BERDAFTAR

PART A: REGISTERED MANUFACTURER / REGISTERED PERSON PARTICULARS

CUKAI PERKHIDMATAN / SERVICE TAX

- 1) No. Pendaftaran SST* (SST Registration No. *) XXXXXXXXXXXX
- 2) Nama Pengilang Berdaftar / Orang berdaftar *
(Name of Registered Manufacturer / Registered Person) TESTING
- 3) Tempoh Bercukai* (Taxable Period*)
dari (from) 01/01/2020
hingga (until) 29/02/2020
- 4) Tarikh Akhir Serahan Penyata dan Bayaran* (Return and Payment Due Date*) 31/03/2020

Figure 1.4.11 SST-02 form (BELUM BAYAR)

1.5 Reset to draft Imported Service

Service Tax
Service Tax Return (View Only)
GM82N Process completed.

| | |
|--|--|
| SST Name : [REDACTED] | SST-02 No. : [REDACTED] |
| SST SMK No. : [REDACTED] | SST Reg No. : W10 1000 01000000 |
| Taxable Period : From 01/10/2018 To 30/11/2018 | Station Name : W10 Kuala Lumpur |
| Declared By Name : Ahmad Bin Ali | Due Date : 31/12/2018 |
| Declared By IC/Passport No : 860204109755 | Date Registered (System) : 31/03/2019 |
| Total Taxable Services Value : 1,353.00 | Date Declare (Received/ Submit) : 31/03/2019 |
| Total Value of Tax Computed : 81.18 | Form Status : Submitted |
| Total Value of Tax Collected /Payable (12) : 81.18 | Receipt No : [REDACTED] |
| Total Service Tax Deduction (13c) : 15.00 | Receipt Date : [REDACTED] |
| Total Tax Payable Before Penalty Imposed(14) : 66.18 | Receipt Amount : [REDACTED] 0.00 |
| Total Penalty Amount(15) : 26.47 | Penalty Receipt Amount : [REDACTED] 0.00 |
| Total Tax Payable Inclusive Penalty(16) : 92.65 | BOD Ref No/ Status : [REDACTED] |
| SST-02 Registered By ID : [REDACTED] | BOD Date : [REDACTED] |
| Registered Name : [REDACTED] | BOD Total Received/ Total : [REDACTED] 0.00/0.00 |
| Total Detail : 1 | BOD Tax Received/ Total : [REDACTED] 0.00/0.00 |
| | BOD Penalty Received/ Total : [REDACTED] 0.00/0.00 |
| | Supplement SST-02 No : [REDACTED] |

Detail Service Tax Return

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGIKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/ 26.47 | 81.18 | 92.65 |

Page 1 Of 1

Back Print SST-02 Pay Now Reset to Draft 1

Figure 1.5.1 Service Tax Return (view only)

1. Click Reset to Draft button and confirmation pop up to reset to draft will appear. (Refer Figure 1.5.2)

Are you sure you want to reset status to draft?

2

OK

Cancel

Figure 1.5.2 Reset to Draft confirmation pop up

2. Click Ok button and Service Tax Return page will appear with process completed. (Refer Figure 1.5.3)



1.6 Edit Imported Service

Service Tax
Service Tax Return
 GMB2N Process completed.

SST Name : [Redacted]
 SST SMK No. : [Redacted]
 Taxable Period : From 01/10/2018 To 30/11/2018
 Declared By Name : Ahmad Bin Ali
 Declared By IC/Passport No : 860204109755
 SST-02 No. : [Redacted]
 SST Reg No. : [Redacted]
 Station Name : W10 Kuala Lumpur
 Due Date : 31/12/2018
 Date Registered (System) : 31/03/2019
 Date Declare (Received/ Submit) :
 Form Status : **Draft**

Total Taxable Services Value : 1,353.00
 Total Value of Tax Computed : 81.18
 Total Value of Tax Collected /Payable (12) : 81.18
 Total Service Tax Deduction (13c) : 15.00
 Total Tax Payable Before Penalty Imposed(14) : 66.18
 Total Penalty Amount(15) : 26.47
 Total Tax Payable Inclusive Penalty(16) : 92.65
 SST-02 Registered By ID :
 Registered Name :
 Total Detail : 1

Receipt No :
 Receipt Date :
 Receipt Amount : 0.00
 Penalty Receipt Amount : 0.00
 BOD Ref No/ Status :
 BOD Date :
 BOD Total Received/ Total : 0.00/0.00
 BOD Tax Received/ Total : 0.00/0.00
 BOD Penalty Received/ Total : 0.00/0.00
 Supplement SST-02 No :

Buttons: Add, **Edit**, Delete, New Service Type, Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/ 26.47 | 81.18 | 92.65 |

Page 1 Of 1

Buttons: Back, Print SST-02, Clear, Save

Figure 1.6.1 Service Tax Return Process Complete

1. Click Edit Button and Service Tax Return (Draft) will appear. (Refer Figure 1.6.2)

Service Tax
Service Tax Return (Draft)

Detail Service Tax Return

Service Type : 687 PERKHIDMATAN BERCUKAI DIIMPORT

i. Value of Taxable Service (10) : 1,230.00 **2**

ii. Values of Free Services (9) : 123.00 **3**

iii. Total Taxable Value (i + ii) : 1,353.00

iv. Tax Amount Computed (iii * viii) : 81.18

v. Tax Amount Collected (Leave it blank or 0 if want to be calculated automatically. Must be greater or equal than iv) : 81.18 **4**

vi. Service Tax Deduction** (13c) Kemudahan Polangan Cukai Perkhidmatan : 15.00 **5**

vii. Total Tax Payable Before Penalty Imposed (v - vi) : 66.18

viii. Tax Rate % : 6.00

ix. Penalty Rate % : 40.00

x. Total Penalty (vii * ix) : 26.47

xi. Tax Amount Payable (vii + x) : 92.65

xii. Total Value of Exempted Taxable Services (18c) : 0.00 **6**

Buttons: Back, Clear, **Confirm** **7**

Figure 1.6.2 Service Tax Return (Draft)

2. Key in Value of Taxable Service. (Refer Figure 1.6.2)
3. Key in Value of Free Services if necessary. (Refer Figure 1.6.2)
4. Key in Tax Amount Collected. (Refer Figure 1.6.2)
5. Key in Service Tax Deduction (13c) if necessary. (Refer Figure 1.6.2)
6. Key in Total Value of Exempted Taxable Services (18c) if necessary. (Refer Figure 1.6.2)

- Click Confirm button and update confirmation pop up will appear. (Refer Figure 1.6.3)

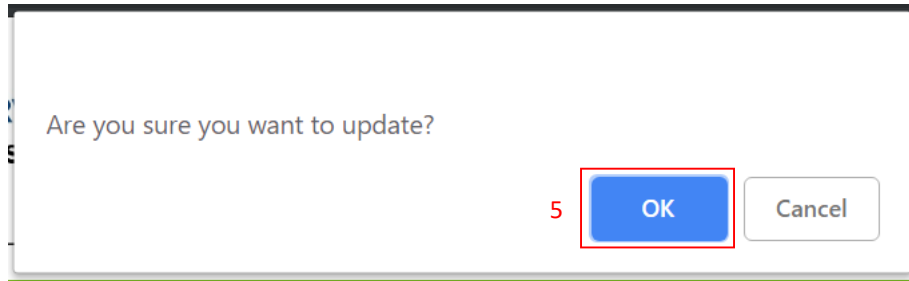


Figure 1.6.3 Update confirmation pop up

- Click Ok button and Service Tax Return (Draft) will appear with record updated. (Refer Figure 1.6.4)

| Service Tax | |
|--|------------------------------------|
| Service Tax Return (Draft) | |
| GM11N RECORD UPDATED. | |
| Detail Service Tax Return | |
| Service Type : | 687 PERKHIDMATAN BERCUKAI DIIMPORT |
| i. Value of Taxable Service (10) : | 1,230.00 |
| ii. Values of Free Services (9) : | 123.00 |
| iii. Total Taxable Value (i + ii) : | 1,353.00 |
| iv. Tax Amount Computed (iii * viii) : | 81.18 |
| v. Tax Amount Collected (Leave it blank or 0 if want to be calculated automatically. Must be greater or equal than iv) : | 81.18 |
| vi. Service Tax Deduction** (13c) : <small>Kemudahan Polangan Cukai Perkhidmatan</small> | 15.00 |
| vii. Total Tax Payable Before Penalty Imposed (v - vi) : | 66.18 |
| viii. Tax Rate % : | 6.00 |
| ix. Penalty Rate % : | 40.00 |
| x. Total Penalty (vii * ix) : | 26.47 |
| xi. Tax Amount Payable (vii + x) : | 92.65 |
| xii. Total Value of Exempted Taxable Services (18c) : | 0.00 |
| <input type="button" value="Back"/> <input type="button" value="Clear"/> <input type="button" value="Confirm"/> <input type="button" value="Next"/> 9 | |

Figure 1.6.4 Service Tax Return (Draft) with record updated

- Click Next button (Refer Figure 1.6.4) and Service Tax Return Page will appear. (Refer Figure 1.7.1)



1.7 Delete Imported Service data

Service Tax
Service Tax Return

SST Name :
SST SMK No. :
Taxable Period : From 01/10/2018 To 30/11/2018
Declared By Name : Ahmad Bin Ali
Declared By IC/Passport No : 860204109755
Total Taxable Services Value : 1,353.00
Total Value of Tax Computed : 81.18
Total Value of Tax Collected /Payable (12) : 81.18
Total Service Tax Deduction (13c) : 15.00
Total Tax Payable Before Penalty Imposed(14) : 66.18
Total Penalty Amount(15) : 26.47
Total Tax Payable Inclusive Penalty(16) : 92.65
SST-02 Registered By ID :
Registered Name :
Total Detail : 1

SST-02 No. :
SST Reg No. :
Station Name : W10 Kuala Lumpur
Due Date : 31/12/2018
Date Registered (System) : 31/03/2019
Date Declare (Received/ Submit) :
Form Status : Draft
Receipt No :
Receipt Date :
Receipt Amount : 0.00
Penalty Receipt Amount : 0.00
BOD Ref No/ Status :
BOD Date :
BOD Total Received/ Total : 0.00/0.00
BOD Tax Received/ Total : 0.00/0.00
BOD Penalty Received/ Total : 0.00/0.00
Supplement SST-02 No :

Buttons: Add, Edit, Delete, New Service Type, Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|--------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKILANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPORT | 6.00% | 1,230.00 | 123.00 | | 81.18 | 15.00 | 66.18 | 40.00/ 26.47 | 81.18 | 92.65 |

Page 1 Of 1

Buttons: Back, Print SST-02, Clear, Save

Figure 1.7.1 Service Tax Return

1. Click Delete button and Service Tax Return (Draft) will appear. (Refer Figure 1.7.2)

Service Tax
Service Tax Return (Draft)

Detail Service Tax Return

Service Type : 687 PERKHIDMATAN BERCUKAI DIIMPORT

i. Value of Taxable Service (10) : 1,230.00
viii. Tax Rate % : 6.00

ii. Values of Free Services (9) : 123.00
ix. Penalty Rate % : 40.00

iii. Total Taxable Value (i + ii) : 1,353.00
x. Total Penalty (viii * ix) : 26.47

iv. Tax Amount Computed (iii * viii) : 81.18
xi. Tax Amount Payable (viii + x) : 92.65

v. Tax Amount Collected (Leave it blank or 0 if want to be calculated automatically. Must be greater or equal than iv) : 81.18

vi. Service Tax Deduction** (13c) : 15.00
xii. Total Value of Exempted Taxable Services (18c) : 0.00

vii. Total Tax Payable Before Penalty Imposed (v - vi) : 66.18

Buttons: Back, Confirm

Figure 1.7.2 Service Tax Return (Draft)

2. Click Confirm button and confirmation to delete pop up will appear. (Refer Figure 1.7.3)

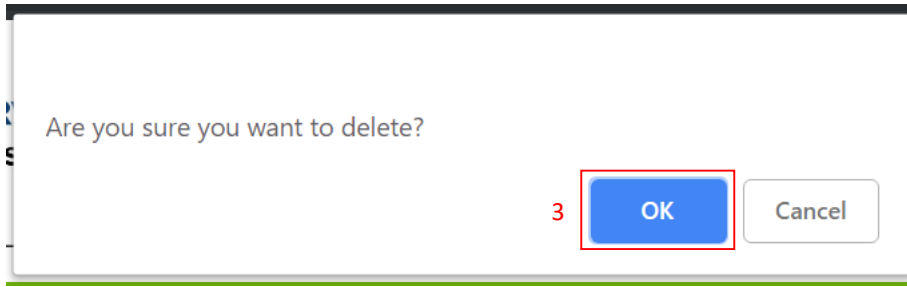


Figure 1.7.3 Delete confirmation pop up

3. Click Ok button and Service Tax Return page will appear. (Refer Figure 1.7.4)

Once user deleted data Service Tax Return data will be deleted (Refer Figure 1.7.4)

Service Tax

Service Tax Return

SST Name : F [redacted]

SST SMK No. : 8

Taxable Period : From 01/10/2018 To 30/11/2018

Declared By Name : Ahmad Bin Ali

Declared By IC/Passport No : 860204109755

Total Taxable Services Value : 0.00

Total Value of Tax Computed : 0.00

Total Value of Tax Collected /Payable (12) : 0.00

Total Service Tax Deduction (13c) : 15.00

Total Tax Payable Before Penalty Imposed(14) : -15.00

Total Penalty Amount(15) : 0.00

Total Tax Payable Inclusive Penalty(16) : 0.00

SST-02 Registered By ID : [redacted]

Registered Name : [redacted]

Total Detail : [redacted]

SST-02 No. : [redacted]

SST Reg No. : [redacted]

Station Name : W10 Kuala Lumpur

Due Date : 31/12/2018

Date Registered (System) : 31/03/2019

Date Declare (Received/ Submit) : [redacted]

Form Status : Draft

Receipt No : [redacted]

Receipt Date : [redacted]

Receipt Amount : 0.00

Penalty Receipt Amount : 0.00

BOD Ref No/ Status : [redacted]

BOD Date : [redacted]

BOD Total Received/ Total : 0.00/0.00

BOD Tax Received/ Total : 0.00/0.00

BOD Penalty Received/ Total : 0.00/0.00

Supplement SST-02 No : [redacted]

Detail Service Tax Return

Add Edit Delete New Service Type Remove Service Type

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|-------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARIH/MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUMAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCUKAI DIIMPOR | | | | | | | 0.00 | | | |

Page 1 Of 1

Back Print SST-02 Clear Save

Figure 1.7.4 Service Tax Return deleted imported service data

1.8 Payment for Imported Service

Payment can be made once user already add service tax for Imported Service and submit the service tax form.



Figure 1.8.1 Return & Payment system Homepage

1. Click Service Tax Information and Service Tax Licence Information Page will appear. (Refer Figure 1.8.2)

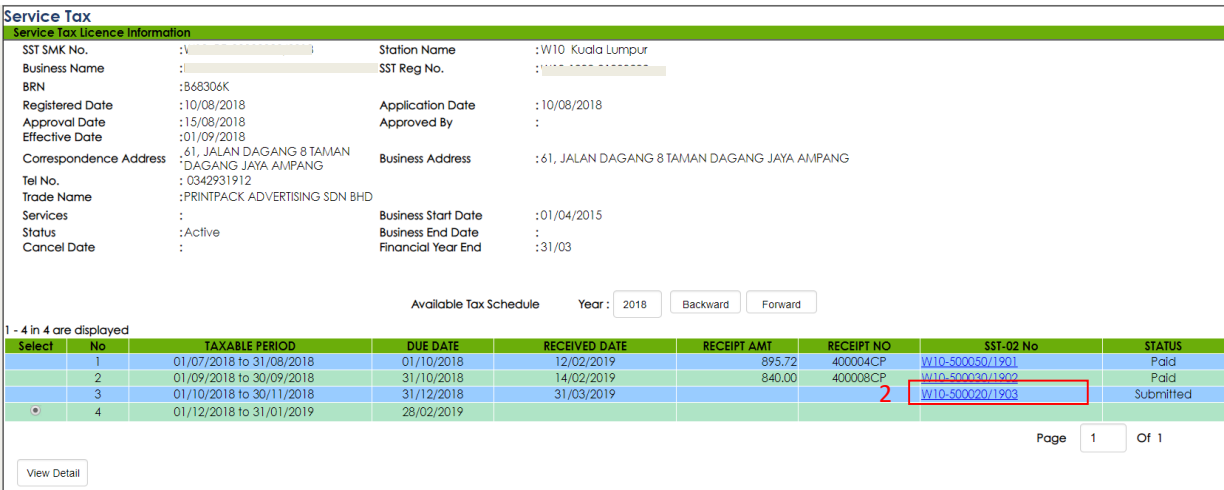


Figure 1.8.2 Service Tax Licence Information

2. Click SST-02 Number and Service Tax Return (Submitted) will appear. (Refer Figure 1.8.3)



Service Tax
Service Tax Return (Submitted)

SST Name : [Redacted] SST-02 No. : [Redacted]
 SST SMK No. : [Redacted] SST Reg No. : [Redacted]
 Taxable Period : From 01/10/2018 To 30/11/2018 Station Name : W10 Kuala Lumpur
 Declared By Name : Ahmad Bin Ali Due Date : 31/12/2018
 Declared By IC/Passport No : 860204109755 Date Registered (System) : 31/03/2019
 Total Taxable Services Value : 4,079.00 Date Declare (Received/ Submit) : 31/03/2019
 Total Value of Tax Computed : 244.74 Form Status : Submitted
 Total Value of Tax Collected /Payable (12) : 2,083.74
 Total Service Tax Deduction (13c) : 0.00
 Total Tax Payable Before Penalty Imposed(14) : 2,083.74 Receipt No :
 Total Penalty Amount(15) : 833.50 Receipt Date :
 Total Tax Payable Inclusive Penalty(16) : 2,917.24 Receipt Amount : 0.00
 SST-02 Registered By ID : Penalty Receipt Amount : 0.00
 Registered Name : BOD Ref No/ Status :
 Total Detail : 1 BOD Date :
 BOD Total Received/ Total : 0.00/0.00
 BOD Tax Received/ Total : 0.00/0.00
 BOD Penalty Received/ Total : 0.00/0.00
 Supplement SST-02 No :

1 - 4 in 4 are displayed

| Select | No | Service Type | Service Tax Rate | Value of Taxable Services | Values of Free Services | No of Card | Computed Tax Amt | Contra Tax | Total Tax Before Penalty | Penalty Rate /Amt | Collected Tax | Tot Amt Payable |
|----------------------------------|----|---------------------------------------|------------------|---------------------------|-------------------------|------------|------------------|------------|--------------------------|-------------------|---------------|-----------------|
| <input type="radio"/> | 1 | 653 - TARI-MENARI | | | | | | | 0.00 | | | |
| <input type="radio"/> | 2 | 656 - RUI-MAH AWAM | | | | | | | 0.00 | | | |
| <input type="radio"/> | 3 | 677 - PENGKLANAN | | | | | | | 0.00 | | | |
| <input checked="" type="radio"/> | 4 | 687 - PERKHIDMATAN BERCHUKAI DIIMPORT | 6.00% | 3,400.00 | 679.00 | | 244.74 | 0.00 | 2,083.74 | 40.00/833.50 | 2,083.74 | 2,917.24 |

Page 1 Of 1

Back Print SST-02 **Pay Now** 3 Reset to Draft

Figure 1.8.3 Service Tax Return (Submitted)

3. Click Pay Now Button and Payment (Payment Request) page will appear. (Refer Figure 1.8.4)

Payment
Payment Request

Select/Unselect All

| Payment Option | No | Request Date | Type of Payment | Registration No | Tax (RM) | Penalty (RM) | Total Amount (RM) |
|-------------------------------------|----|--------------|---------------------|-----------------|----------|--------------|-------------------|
| <input checked="" type="checkbox"/> | 1 | 31/03/2019 | SST-02(Service Tax) | [Redacted] | 258.00 | 64.50 | 322.50 |

Continue 4

Attention:
 1. You can only select 100 payment requests at a time to make the online payment transaction. If you have more than 100 payment requests in your list, the earliest 100 payment requests will appear on top and once it is paid, the subsequent batch of payment requests (another 100) will appear.
 2. Click Toggle All to check all the payment requests that you would like to made payment.

You can Pay with

Figure 1.8.4 Payment

4. Click Continue and Confirm Payment Request will appear. (Refer Figure 1.8.5)

Payment
Confirm Payment Request


| No | Request Date | Type | Registration No | Tax (RM) | Penalty (RM) | Total Amount (RM) |
|----|--------------|---------------------|-----------------|----------|--------------|-------------------|
| 1 | 31/03/2019 | SST-02(Service Tax) | [Redacted] | 258.00 | 64.50 | 322.50 |

Request Mode Individual Account (B2C) Corporate Account (B2B) Total (RM) 322.50

Back **Confirm** 5

Figure 1.8.5 Confirm Payment Request

5. Click Confirm button and confirmation to proceed pop up will appear. (Refer Figure 1.8.6)

| | | |
|---|--|----------------------|
|  JABATAN KASTAM DIRAJA MALAYSIA | User Manual | |
| | Doc Ref : EITS/CMMI/ENG/RSD/UM | Version : 2.1 |
| | Doc ID : SST_IMPORTED_SERVICE_UM_REG_v2.1 | Page No : 27 |

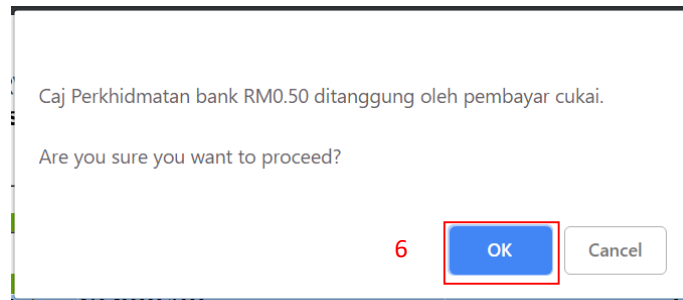




Figure 1.8.6 Proceed confirmation pop up

- Click Ok button and Payment Confirmation page will appear. (Refer Figure 1.8.7)



Jabatan Kastam Diraja Malaysia
 Royal Malaysian Customs Department Payment Page



Payment Confirmation

Transaction Date: 15/02/2019

Order No.: 20190331000001

Payment Channel: B2C

Item Summary: 12345QWER


Total Amount: RM 322.50

Bank:* 7

Customer Email: 8

By clicking on the "Pay via FPX" button , you agree to FPX's [Terms & Conditions](#).

9



*If popup blocker is active, please disable and press refresh

List of Patricipating bank that offering FPX as per link below:
<http://www.myclear.org.my/business-fpx/banks-tpa.html>

Figure 1.8.7 Payment Confirmation

- Select Bank. (Refer Figure 1.8.7)
- Enter Customer Email. (Refer Figure 1.8.7)
- Click Pay Via FPX button and FPX Bank simulator page will appear. (Refer Figure 1.8.8)

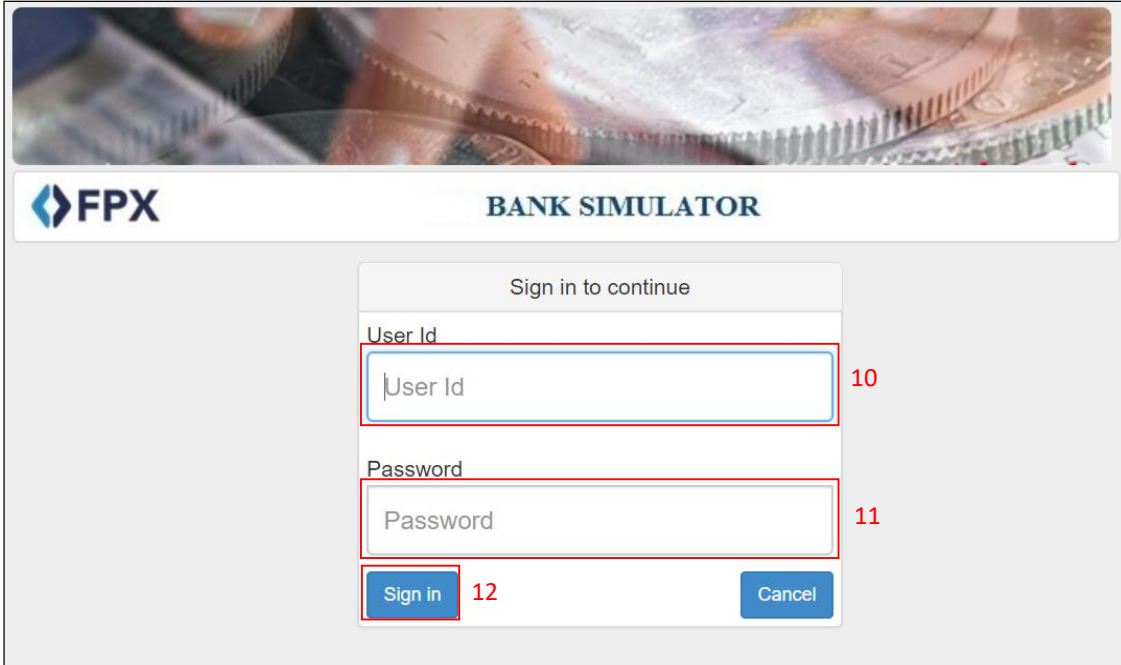


Figure 1.8.8 FPX Bank Simulator

10. Key in User Id. (Refer Figure 1.8.8)
11. Key in Password. (Refer Figure 1.8.8)
12. Click Sign In button and Transaction information will appear. (Refer Figure 1.8.9)

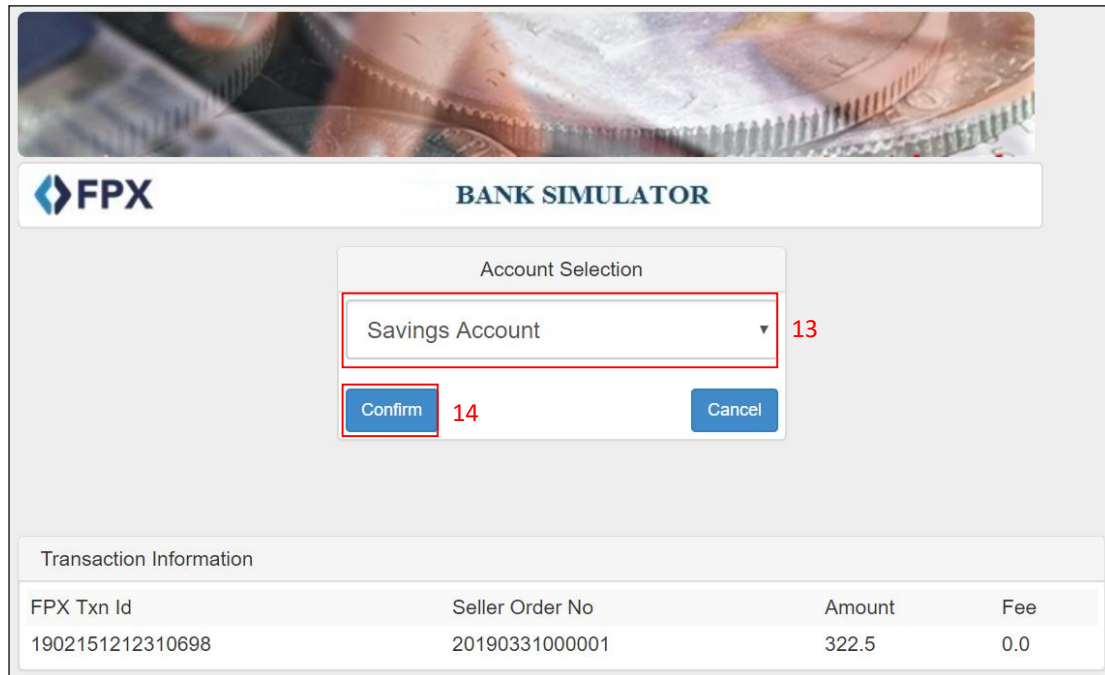


Figure 1.8.9 Transaction information

13. Choose account selection. (Refer Figure 1.8.9)

14. Click Confirm button and Account has been deducted information will appear. (Refer Figure 1.8.10)

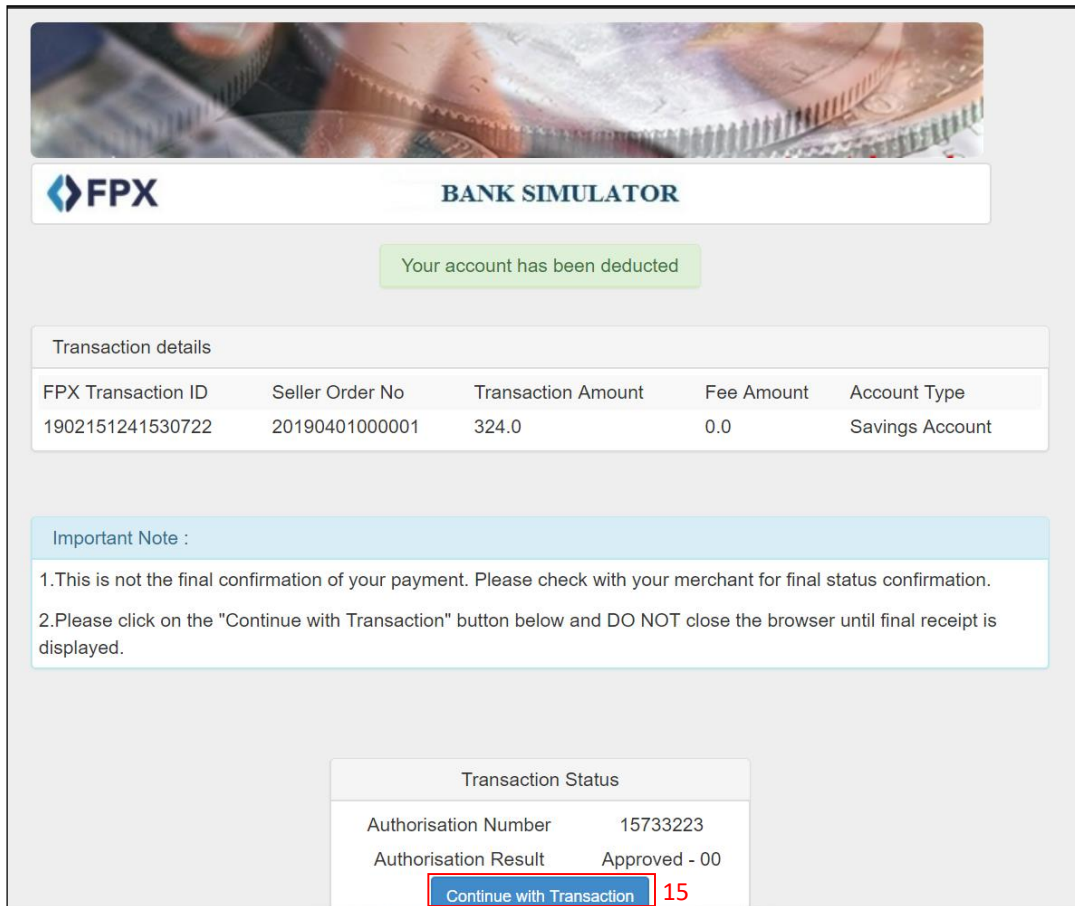


Figure 1.8.10 Account has deducted

15. Click Continue with Transaction button and FPX Transaction Status page will appear. (Refer Figure 1.8.11)

If Continue button is not clicked within 10 seconds it will continue directly to FPX Transaction Status page



Figure 1.8.11 FPX Transaction Status

16. Click Continue button and Payment Response page will appear. (Refer Figure 1.8.12)

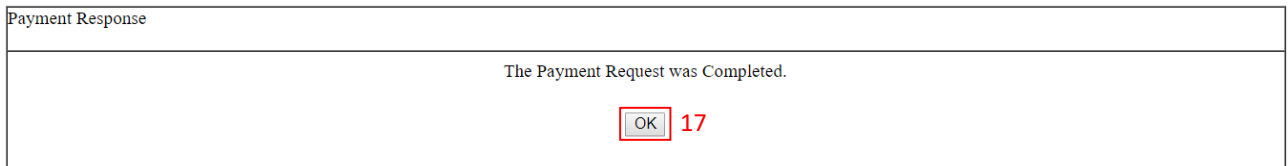


Figure 1.8.12 Payment Response

17. Click Ok button and Payment page with process completed will appear. (Figure 1.8.13)

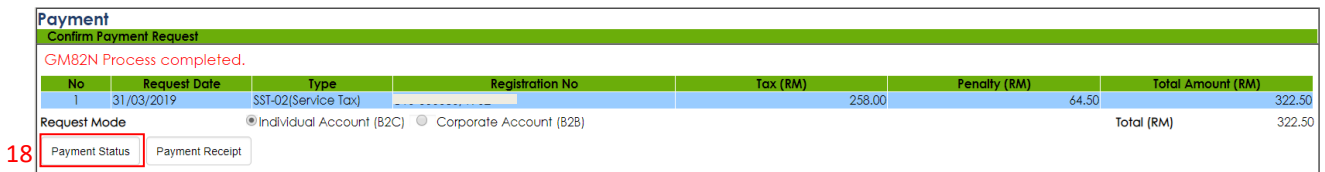


Figure 1.8.13 Payment process completed

18. Click Payment Status and Payment Status/ History page will appear. (Refer Figure 1.8.14)



Payment
Payment Status/History

Fill in the information below and click Search

Transaction No. :

Transaction Date :

Status : All Status

1 - 3 in 3 are displayed

| Select | No | Transaction Code | Request Date/Time | Payment Mode | Transaction Amount | Status |
|----------------------------------|----|------------------|---------------------|--------------------------|--------------------|---------|
| <input checked="" type="radio"/> | 1 | 20190331000002 | 31/03/2019 20:58:28 | Individual Account (B2C) | 2,917.24 | Success |
| <input type="radio"/> | 2 | 20190214000010 | 14/02/2019 11:52:54 | Individual Account (B2C) | 840.00 | Success |
| <input type="radio"/> | 3 | 20190212000006 | 12/02/2019 16:10:01 | Individual Account (B2C) | 895.72 | Success |

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Figure 1.8.14 Payment Status/History

19. Click Detail button and Detail payment will be displayed. (Refer Figure 1.8.15)

Payment
Payment Status/History

| No | Transaction Code | Type | Form No. | Actual Amount | Paid Amount |
|----|------------------|---------------------|----------|---------------|-------------|
| 1 | 20190401000001 | SST-02(Service Tax) | | 324.00 | 324.00 |

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Figure 1.8.15 Detail Payment

1.9 Penalty and Bill of Demand (BOD)

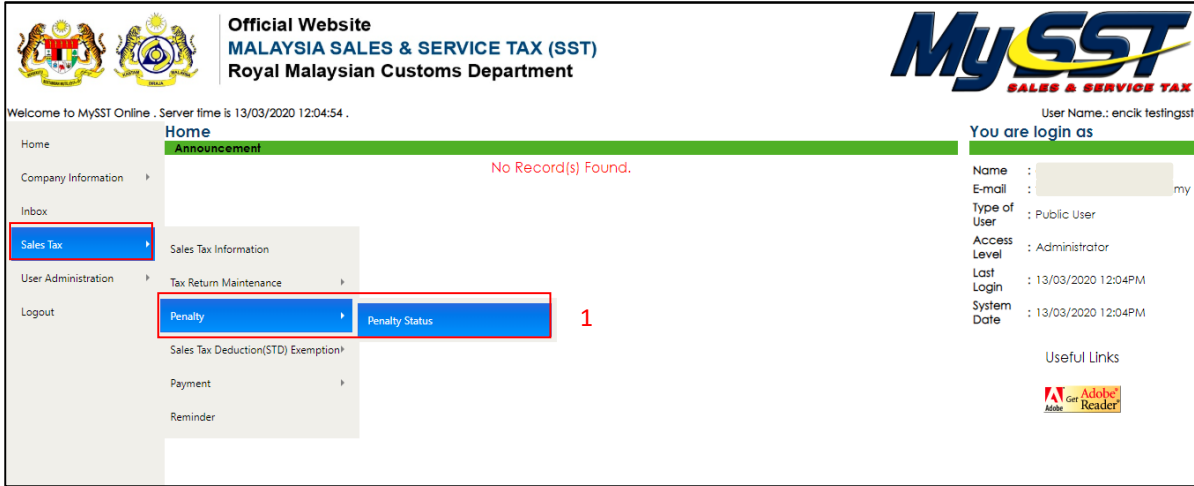


Figure 1.9.1 Home page Return and Payment

1. Click Sales Tax and Penalty, then click Penalty Status. (Refer Figure 1.9.1)

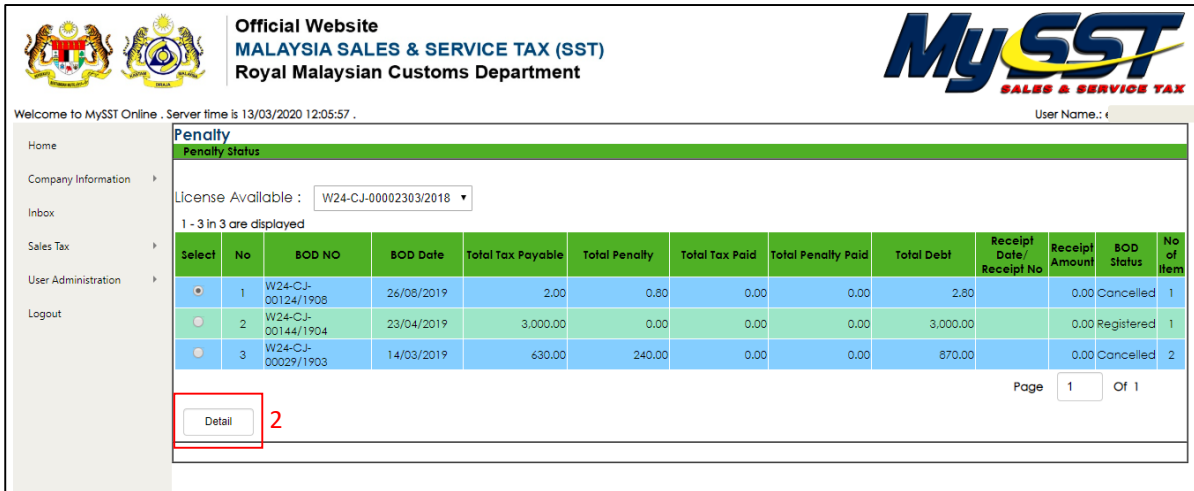
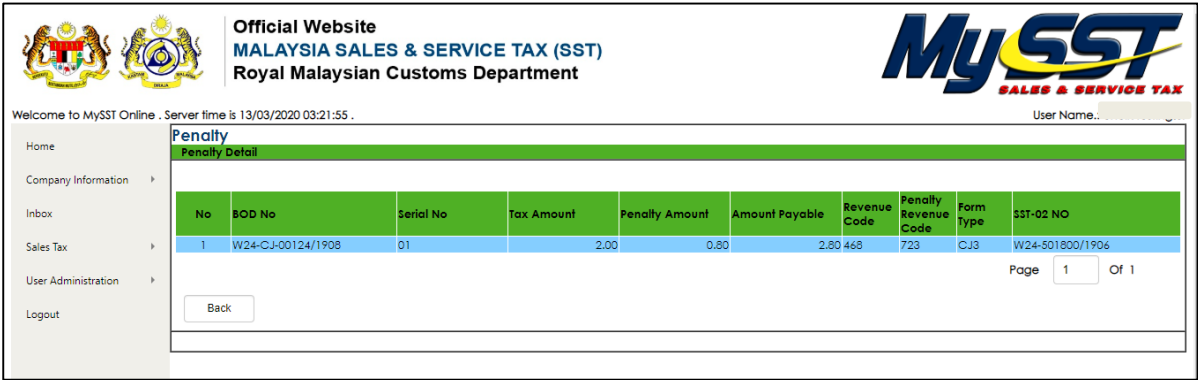


Figure 1.9.2 Penalty Status

2. Select any radio button and click Detail button. (Refer Figure 1.9.2)



Official Website
MALAYSIA SALES & SERVICE TAX (SST)
 Royal Malaysian Customs Department

Welcome to MySST Online . Server time is 13/03/2020 03:21:55 . User Name..

Penalty

Penalty Detail

| No | BOD No | Serial No | Tax Amount | Penalty Amount | Amount Payable | Revenue Code | Penalty Revenue Code | Form Type | SST-02 NO |
|----|-------------------|-----------|------------|----------------|----------------|--------------|----------------------|-----------|-----------------|
| 1 | W24-CJ-00124/1908 | 01 | 2.00 | 0.80 | 2.80 | 468 | 723 | CJ3 | W24-501800/1906 |

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Figure 1.9.3 Penalty Detail

3. Penalty Detail will be displayed. (Refer Figure 1.9.3)