INVESTMALAYSIA PORTAL
MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
INVEST IN MALAYSIA ❯ **YOUR PROFIT CENTRE IN ASIA**

SPM USER GUIDE

- USER REGISTRATION
- COMPANY REGISTRATION
- SUBMIT APPLICATION

Last updated on 11 August 2025

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Chapter 1 INTRODUCTION

This user manual will walk you through the process of external user registration, company registration as well as submitting an application by providing step-by-step instructions with illustrations to help you understand each step.

1.1 Intended User

This user manual is targeted for:

- Business user
- Public

1.2 Web Browser

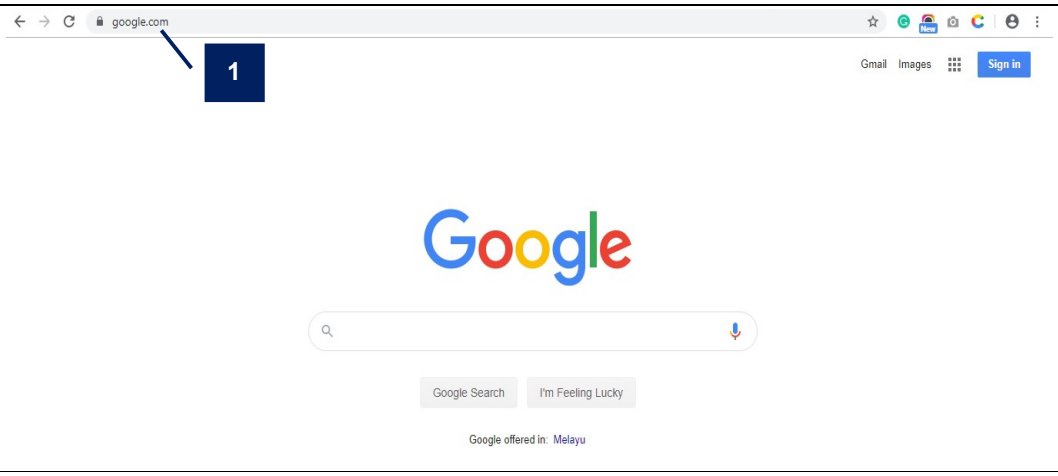
Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

1.3 URL

https://investmalaysia.mida.gov.my

Chapter 2 INVESTMALAYSIA PORTAL

2.1 How to access InvestMalaysia Portal



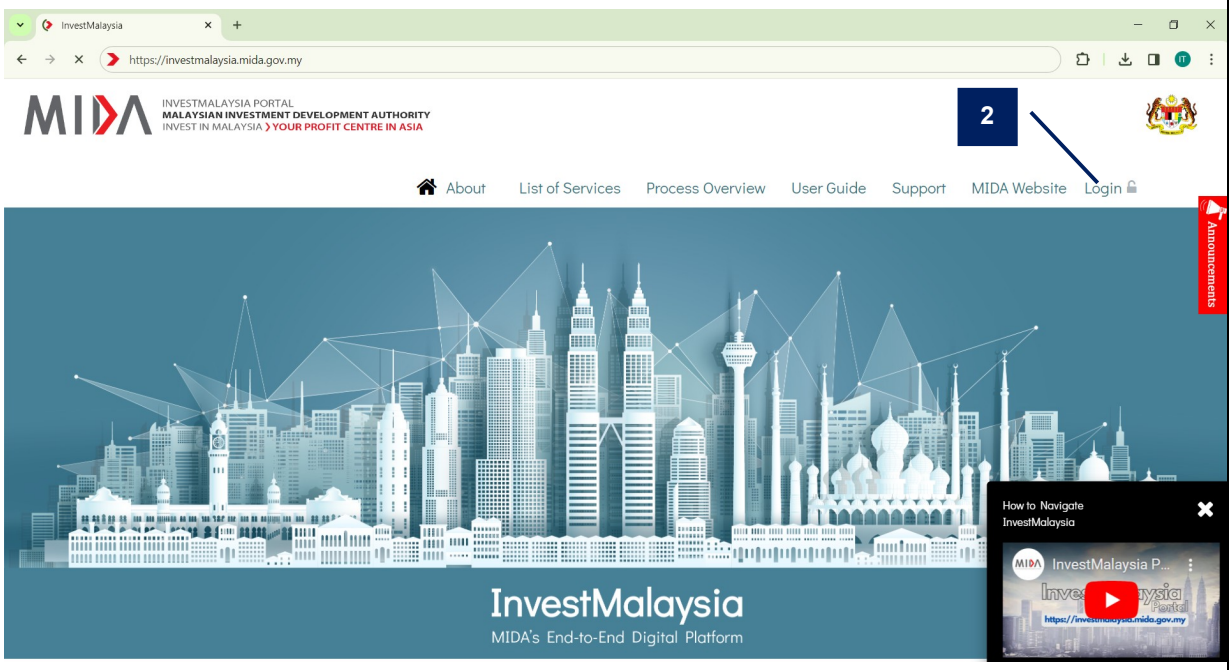
1. Open web browser.

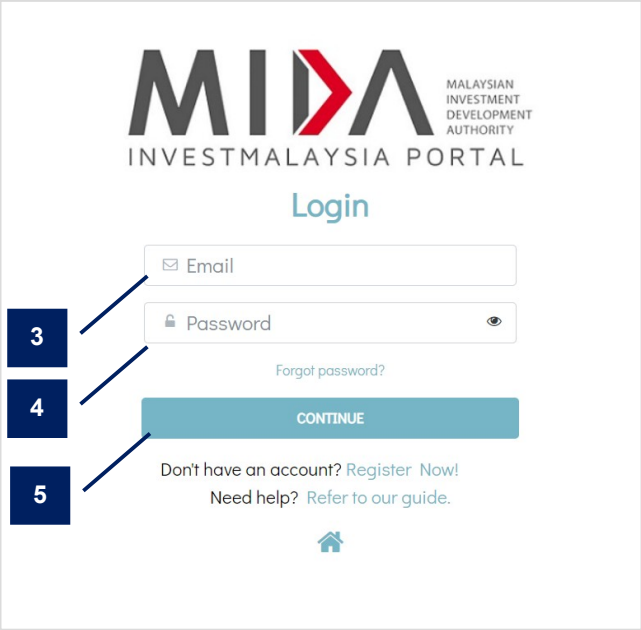
   (Refer Chapter 1 Introduction – Section 1.2 Web Browser)

   Insert URL: https://investmalaysia.mida.gov.my

   Press **[Enter]** button on your keyboard.

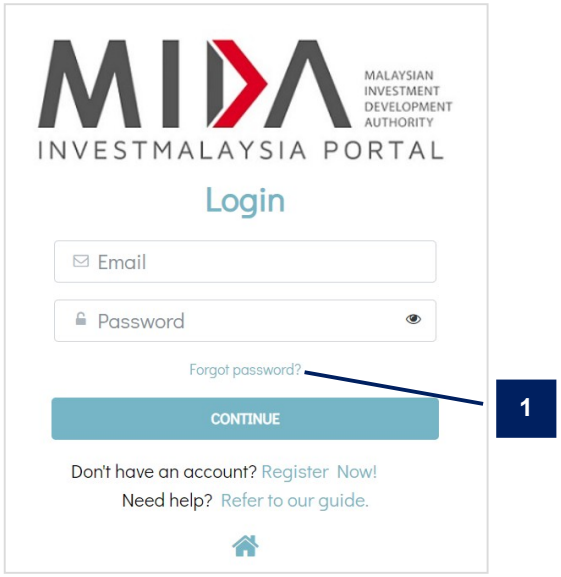
   InvestMalaysia portal will be displayed.



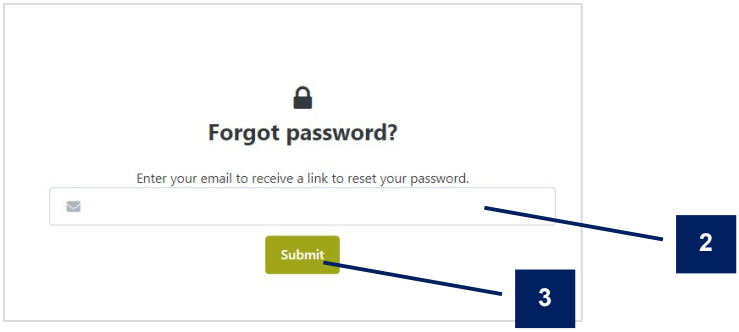


2. Click the **Login** link. New login page will be displayed.
3. Enter username (must use the email that has been registered);
4. Enter password; and
5. Click the **[CONTINUE]** button
   System will redirect to the **'Task List'** page.

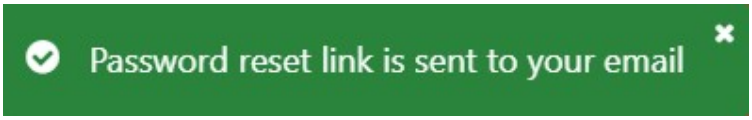
2.2 Forgot Password

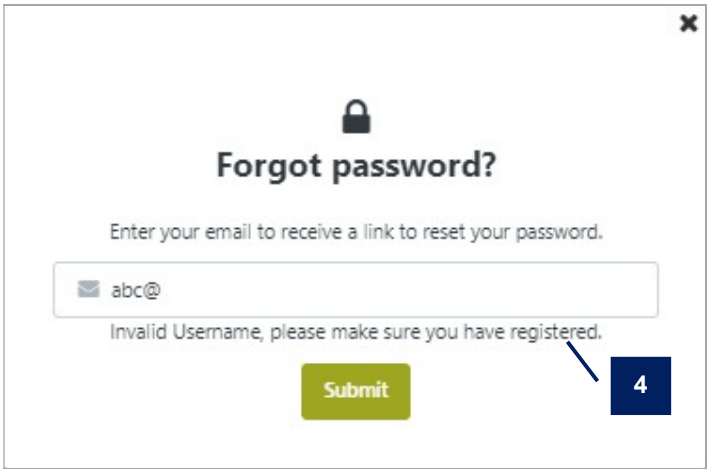


1. At Login page, click **'Forgot Password?'** and Forgot your password? page will be displayed.



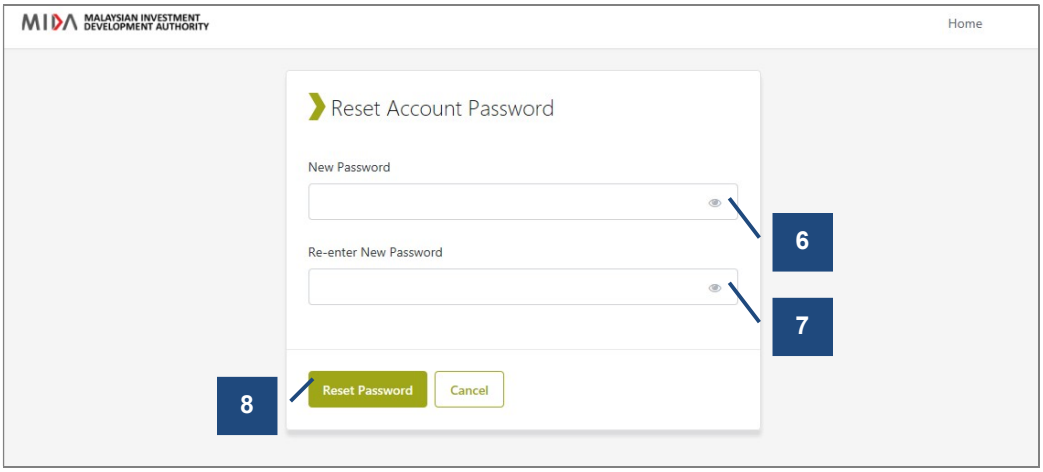
2. Enter your **email address** (must use email that have been registered).
3. **Click 'Submit'** button an email notification will be sent to your email.





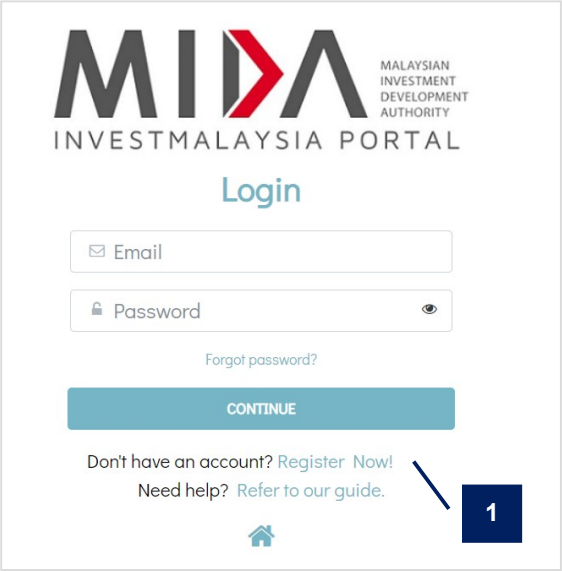
4. System will display above message if you enter invalid username.

5. Go to your email account.
   At Inbox, find an email with title **'InvestMalaysia Reset Password Request.**
   Click on the email. Open your email and click the link and **Reset Account Password** page will be displayed.

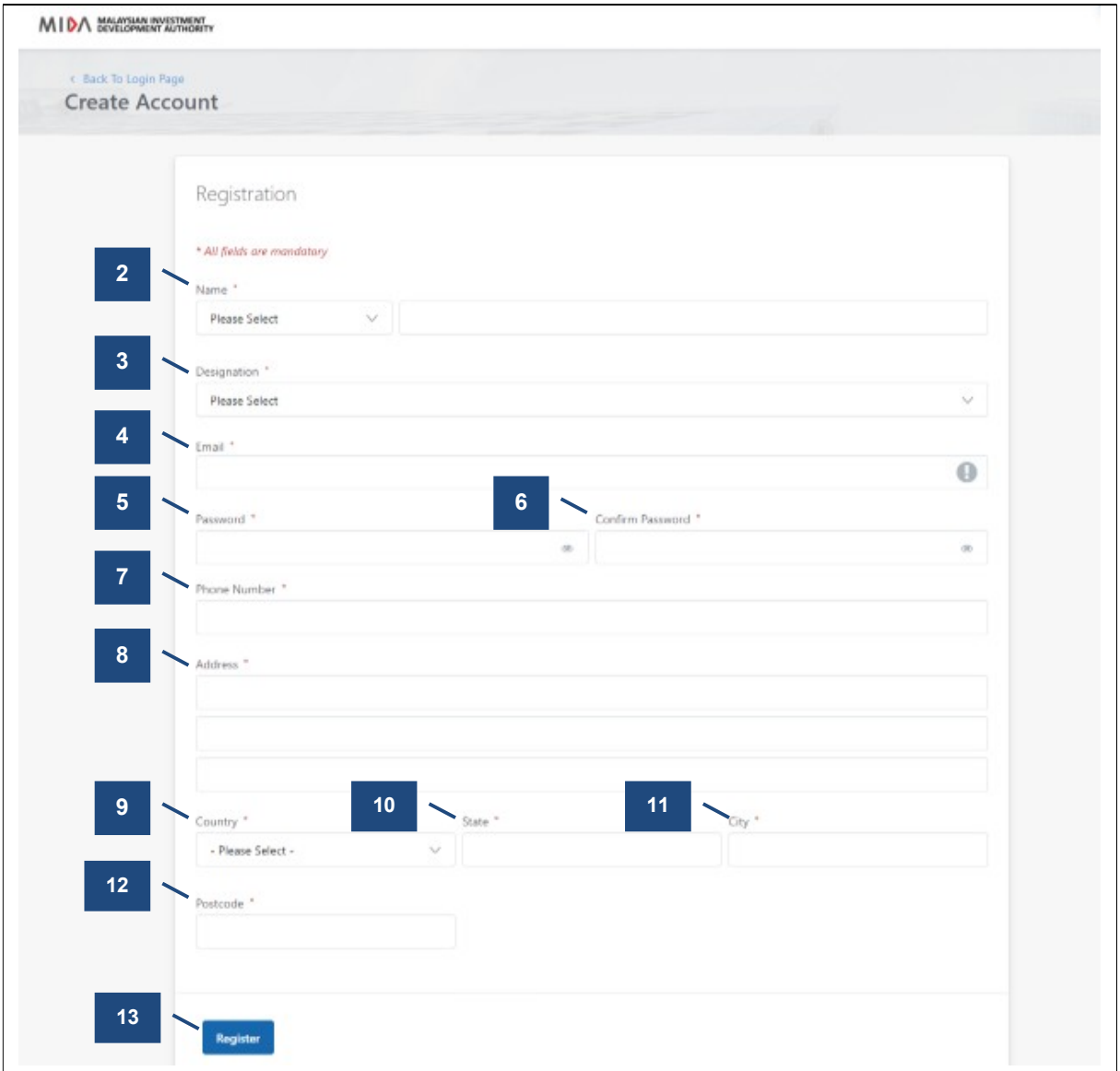


6. Enter your new password; and
7. Re-enter new password.
8. Click **'Reset Password'** button.
   System will redirect to **'InvestMalaysia'** login page.

2.3 User Registration

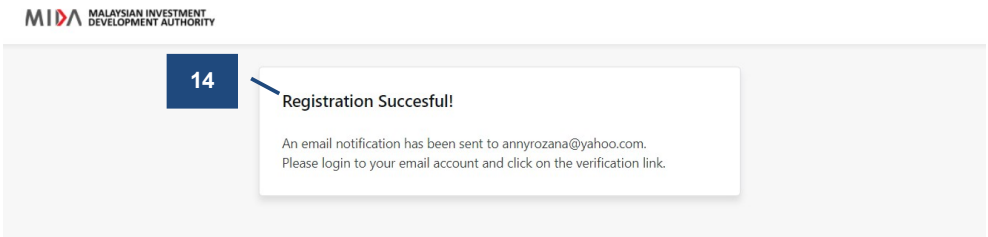


1. At Login page, click **'Register Now'** link.
   Create Account page will be displayed.



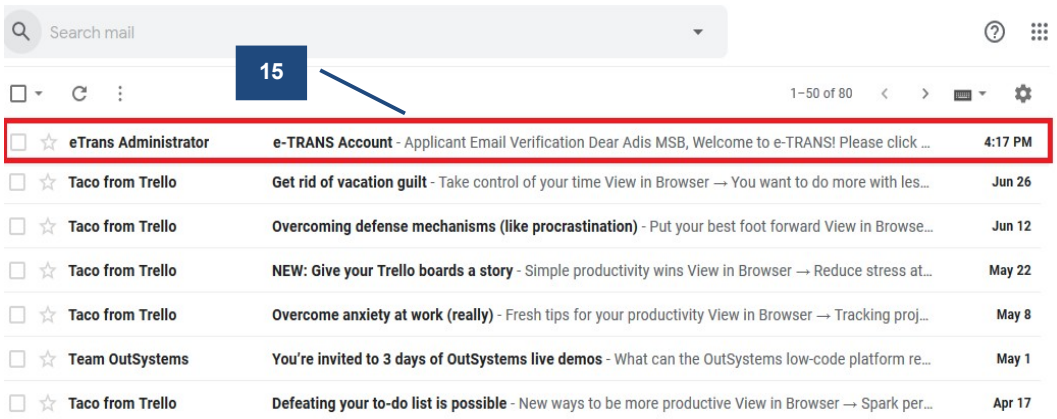
Enter your details such as: (All fields are mandatory)

2. Name *
3. Designation *
4. Email *
5. Password *
6. Confirm Password *
7. Phone Number *
8. Address *
9. Country *
10. State *
11. City *
12. Postcode *
13. Click **'Register'** button.



14. System will display message **'Registration Successful'.**

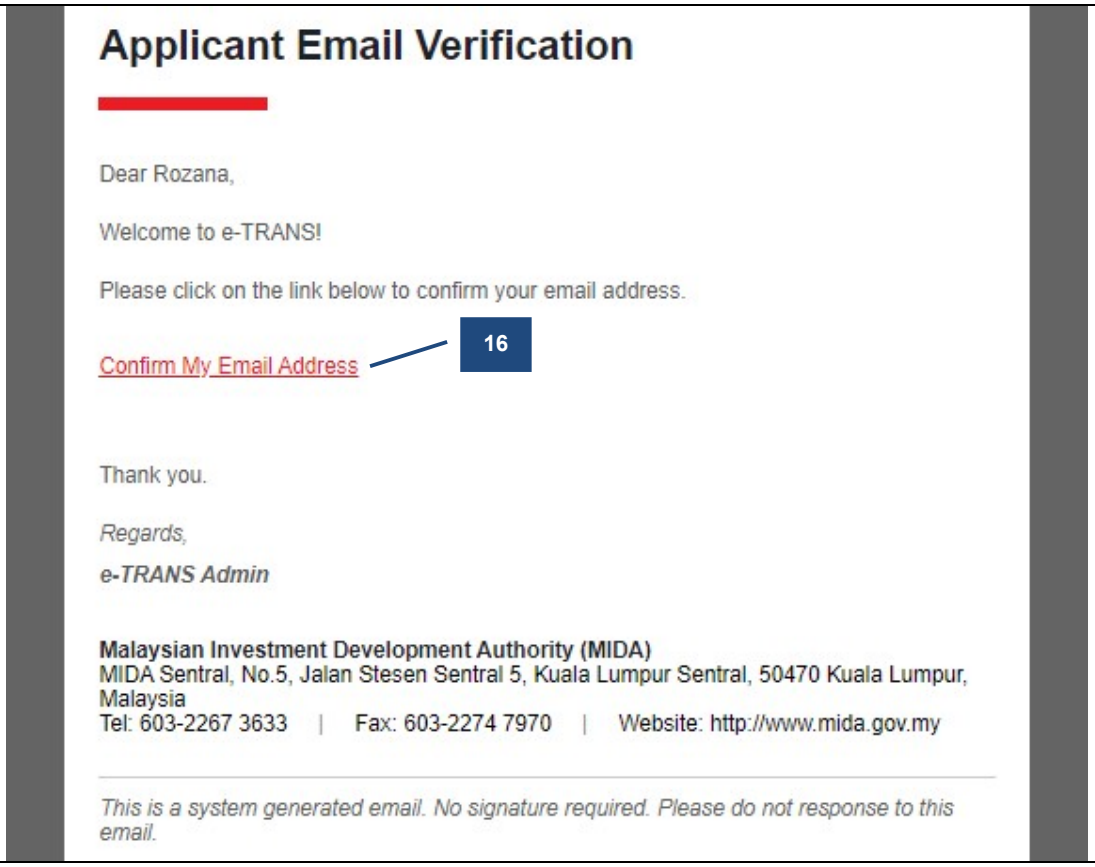
    System will sent an email with verification link.



15. Go to your email account.

    At Inbox, find an email with title **'InvestMalaysia Account'.**

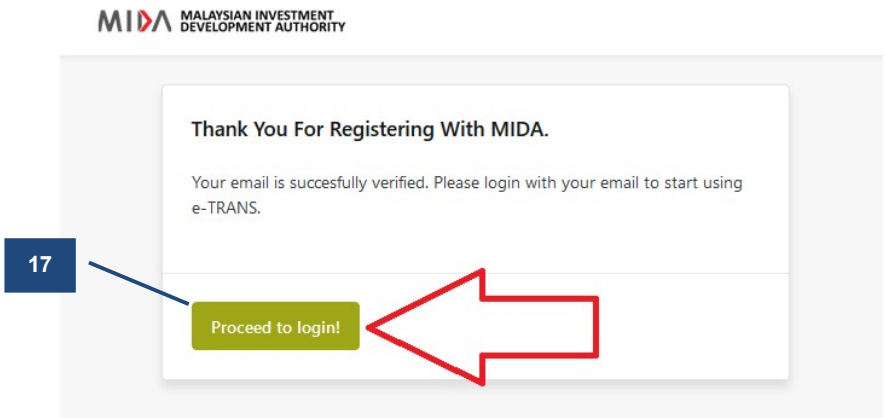
    Click on the email.



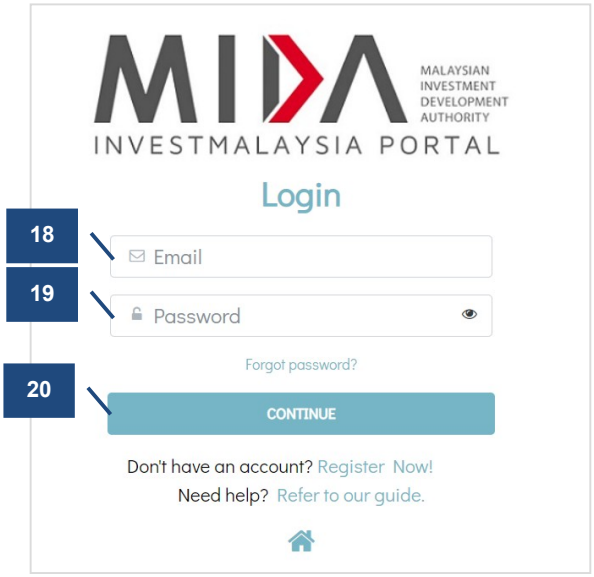
16. Click the verification link **'Confirm My Email Address'.**

    Web browser will go to InvestMalaysia page.

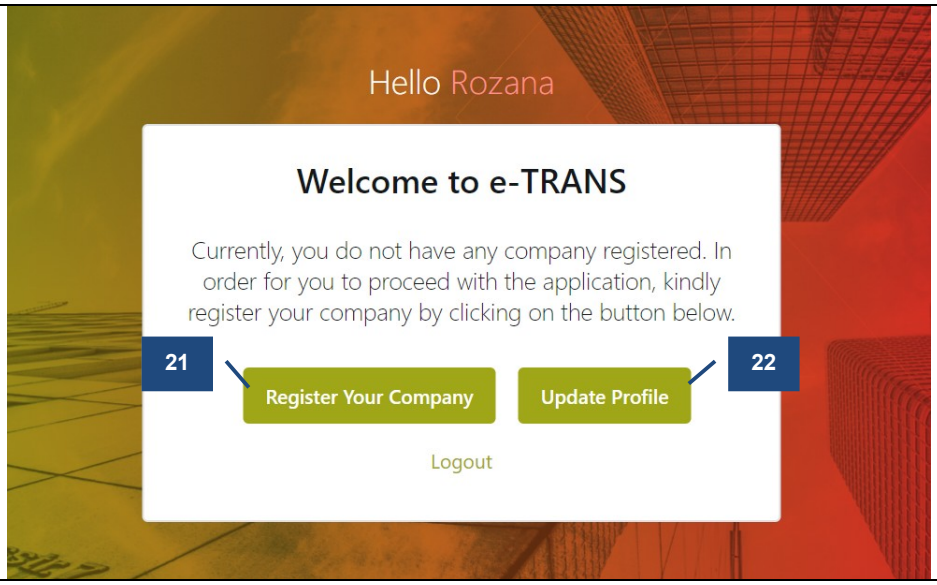
    System will display message **'Thank You For Registering With MIDA'.**



17. Click **'Proceed to login!'** button.

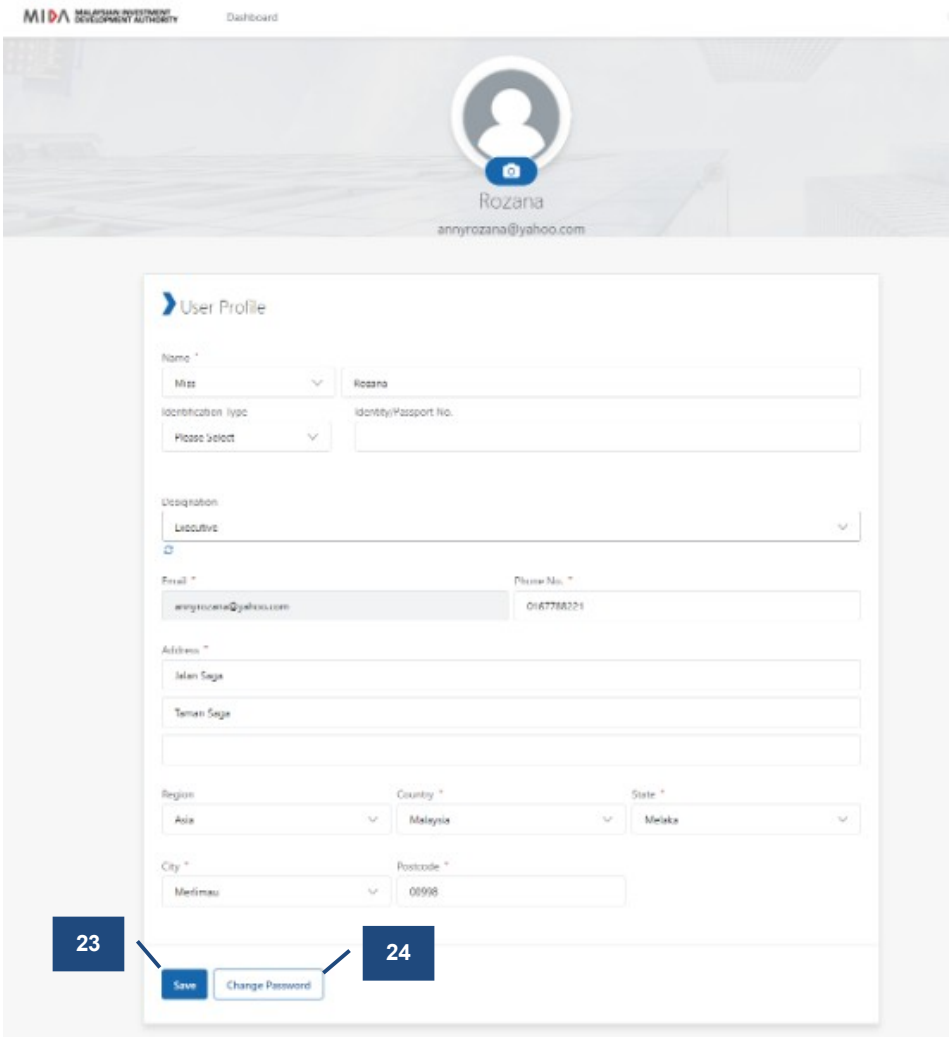


18. Enter your username (must use email that have been registered);
19. Enter your password; and
20. **Click "CONTINUE"** button

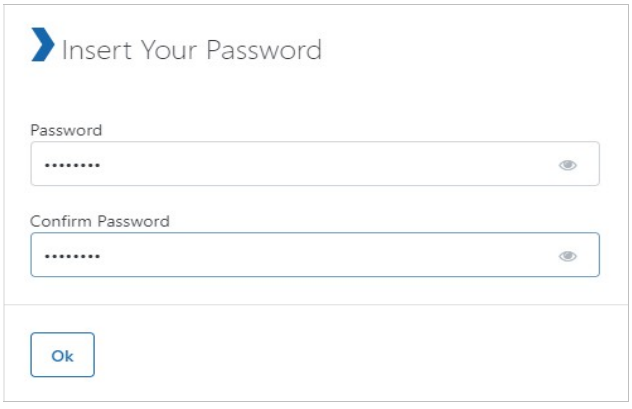


System will redirect to **'Welcome to InvestMalaysia'** page.

21. **'Register Your Company'** button to register your company.
    (Refer Chapter 2 Quick Guide - Section 2.5 Company Registration)
22. Click **'Update Profile'** button.



23. Update all the user profile details and click **'Save'** button.
24. This screen also allows the user to change the password.

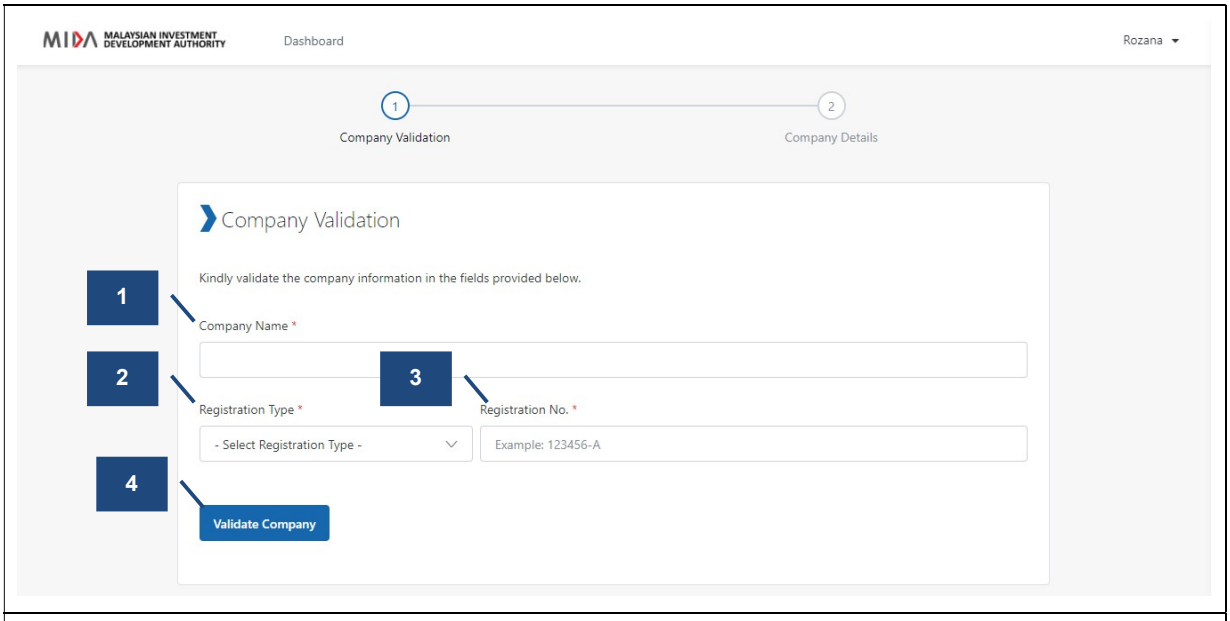


2.4 Company Registration

A new registered **InvestMalaysia** user will be greet with a message for company registration.

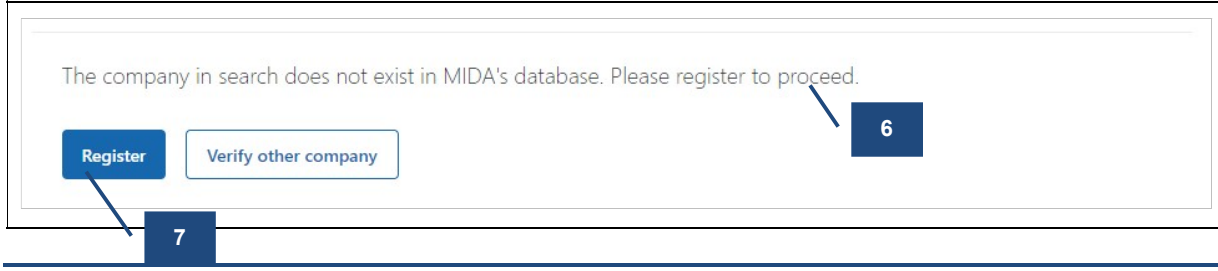
System will redirect to Company Validation page. User are required to insert company details for **InvestMalaysia** to check whether the company profile exist in MIDA.

For new company, user need to fill-in and submit the company details.

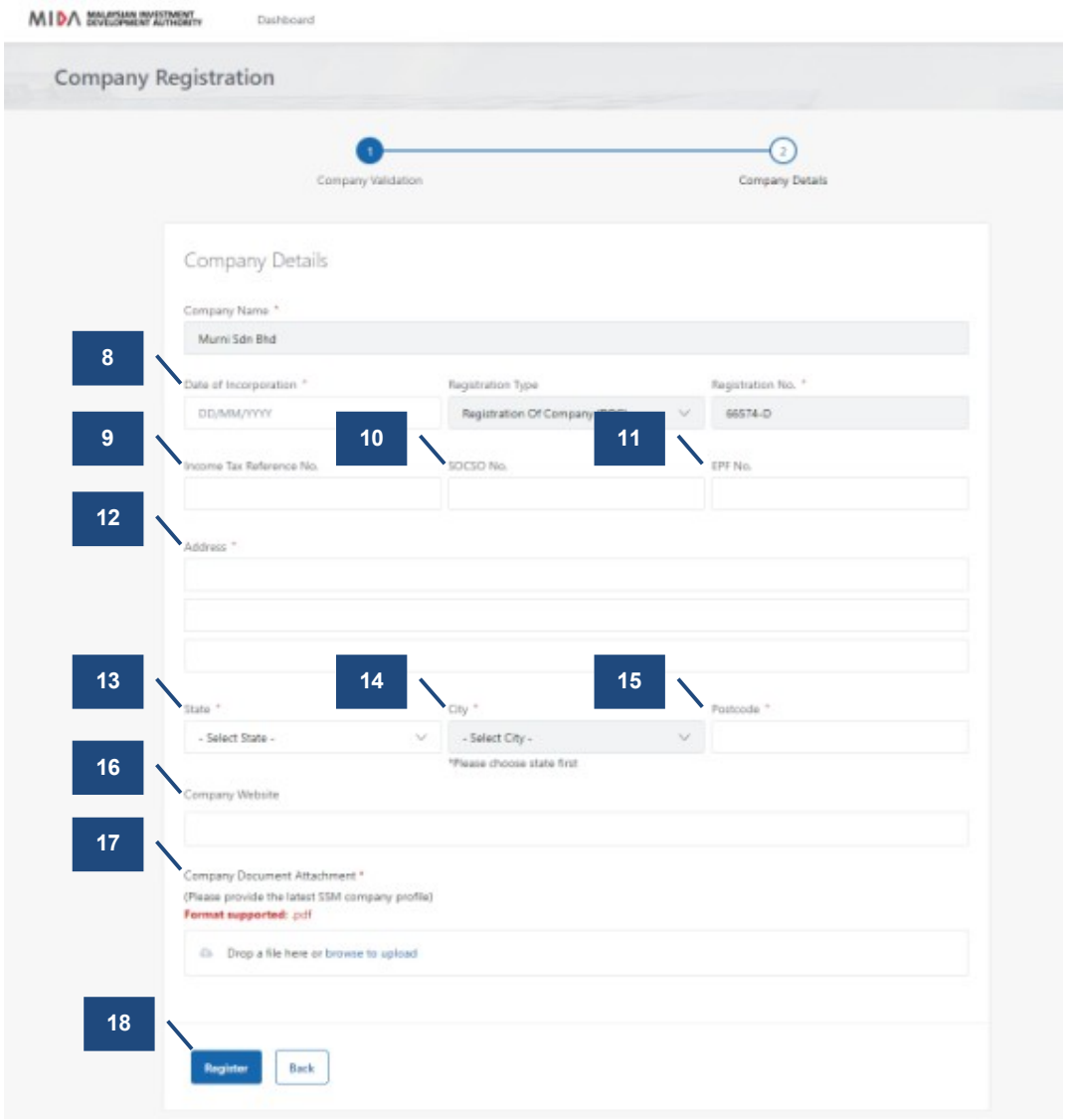


1. Enter the exact details for Company Name (This includes symbol characters (.) and abbreviations (Sdn Bhd));
2. Registration Type;
3. Company Registration No.; and
4. Click **'Validate Company'** button.

5. If the company is registered with MIDA, system will display above message.



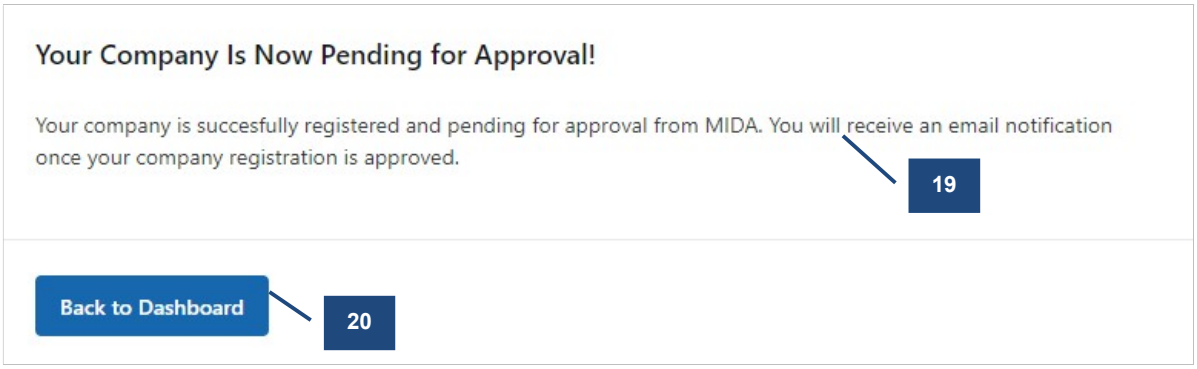
6. If the company is not registered with MIDA, system will display above message.
7. Click **'Register'** button to register new company.



Enter your company details such as:

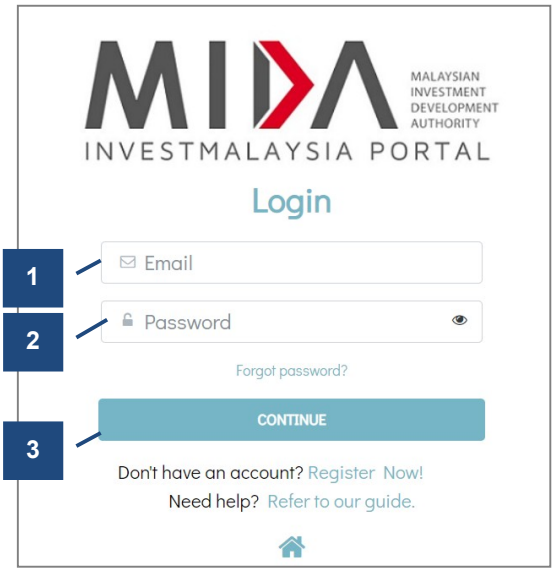
8. Date of Incorporation *
9. Income Tax Reference No.
10. SOCSO No.
11. EPF No.
12. Address *
13. State *
14. City *
15. Postcode *

16. Company Website
17. Company Document Attachment (Latest SSM company profile)
18. Click **'Register'** button.



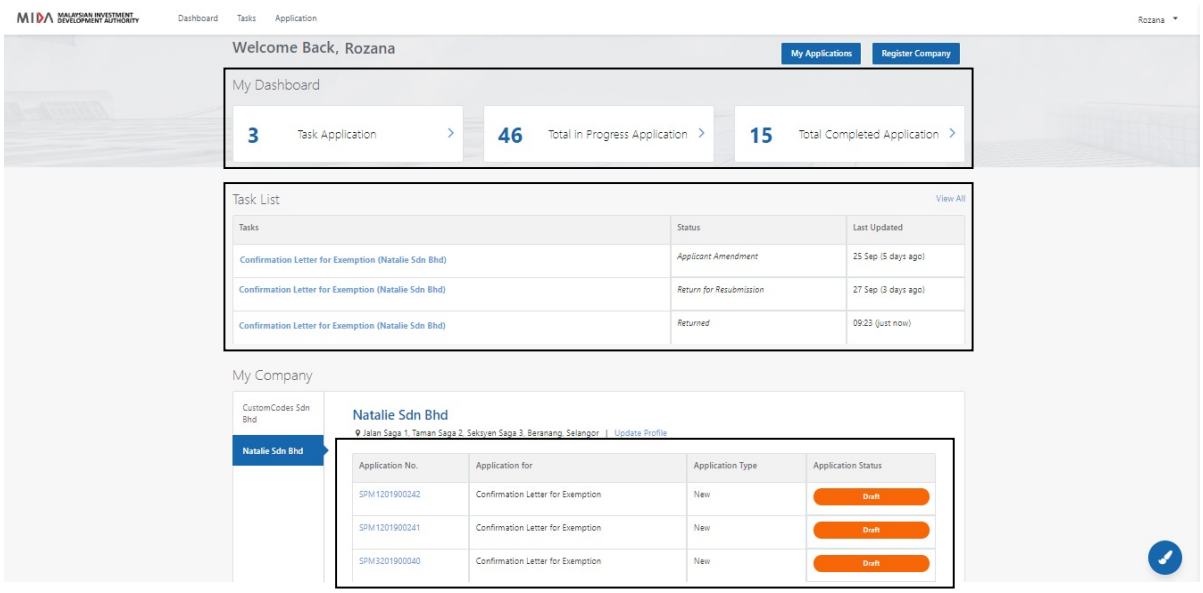
19. System will prompt above message. Once the result is ready, user will receive an email.
20. The approved company profile will be displayed in user's dashboard.

2.5 How to Log In

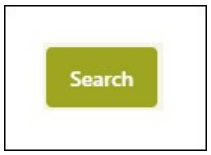


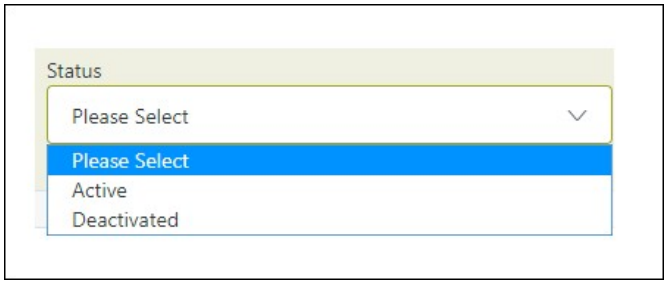
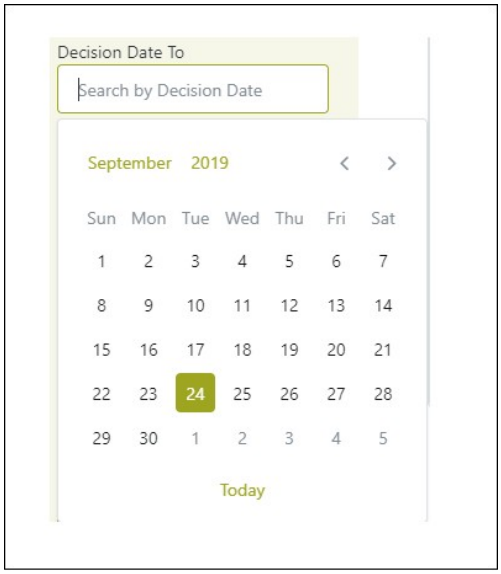
1. At login page, enter your username (must use email that have been registered);
2. Enter your password; and
3. Click **'CONTINUE'** button

   System will redirect to **'Dashboard'** page



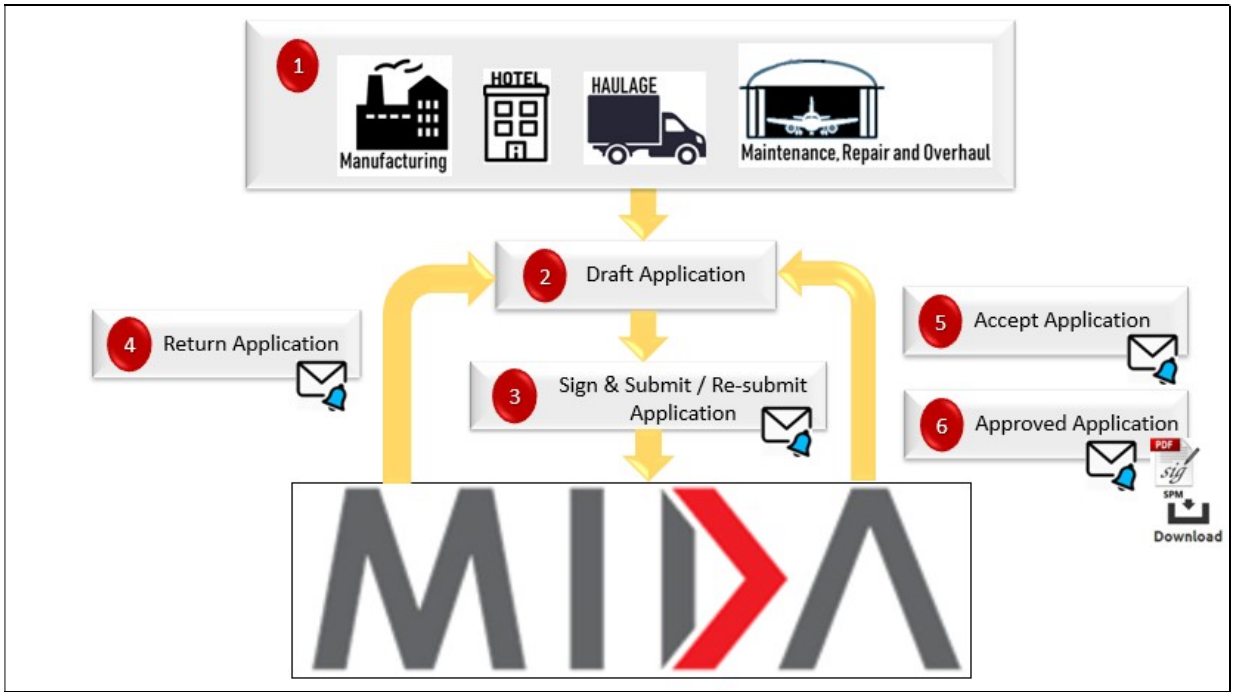
2.6 Common Fields and Definitions

No.	Field	Description
1.	Textbox	A box that allow user to type-in information. Usually, it has characters limit. If there is an asterisk (*) mark at the textbox, it means the information is required/mandatory.
2.	Button	An item that allow user to click and it will respond according to it's purpose; usually denoted as the button's name. 
3.	Radio button	A selection features that allows the user to choose only ONE selection from the data sets. Usually it's round-shaped.
4.	Check Box	A selection features that allows the user to check/uncheck selections from the data sets. Usually it's box-shaped.
5.	Dropdown	A features that allows user to select a value from a series of option. Usually when user click a dropdown, a list of options will be displayed vertically and user may select one value from the list.

No.	Field	Description
		
6.	Calendar	A features that allows user to select a date from a calendar and/or time from a time range. 
7.	Success Message	A message that is displayed once an action taken was successful. It is displayed in green color.
8.	Error/Failure message	A message that is displayed once an action taken was failed. It is displayed in red color.

2.7 Process Flow

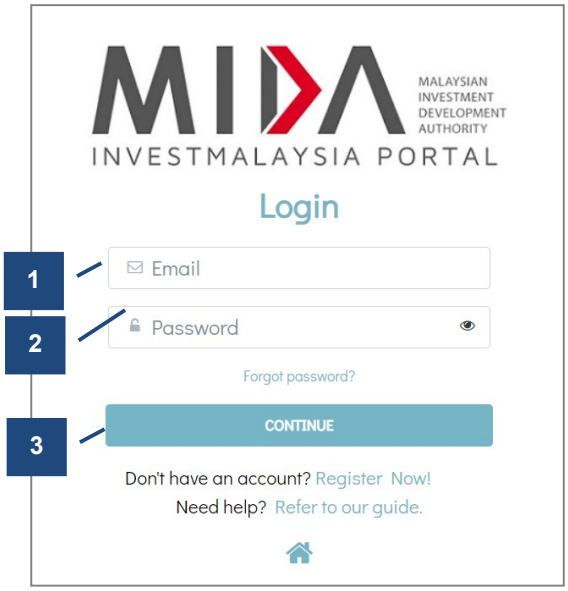
Below are the process flow for SPM application:



No.	Process Flow
1.	SPM Application: a. SPM Manufacturers in the Principal Customs Area (PCA) b. SPM Companies Engaged In a Hotel Business c. SPM Haulage Operators d. SPM Aerospace Maintenance, Repair & Overhaul (MRO)
2.	Applicant can create new application and save as draft.
3.	Sign (by authorised user) and Submit application or Re-submit returned application to MIDA. The applicant shall receive notification email.
4.	MIDA may return the application to the applicant if the application form is incomplete.
5.	If the application is complete, MIDA will send an acknowledgment email and accepted for processing.
6.	MIDA shall review, sign and approve the application. The applicant shall receive an email notification and confirmation letter.

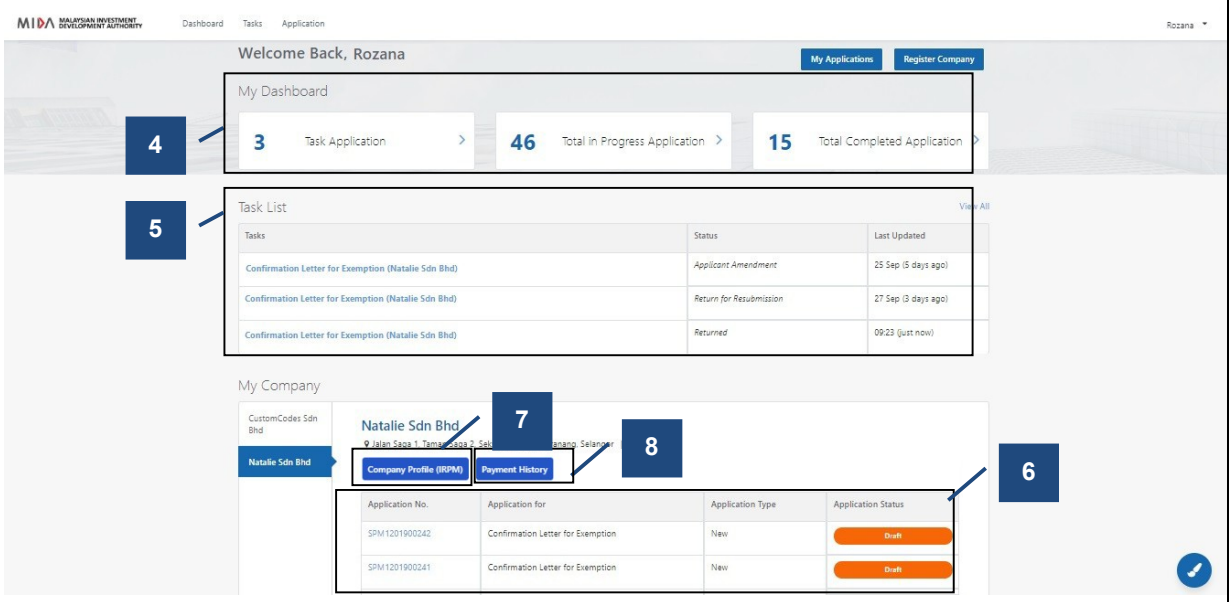
Chapter 3 SPM APPLICATION

3.1 Dashboard



1. Enter your username (must use email that have been registered);
2. Enter your password; and
3. Click **'CONTINUE'** button

   System will redirect to **'Dashboard'** page



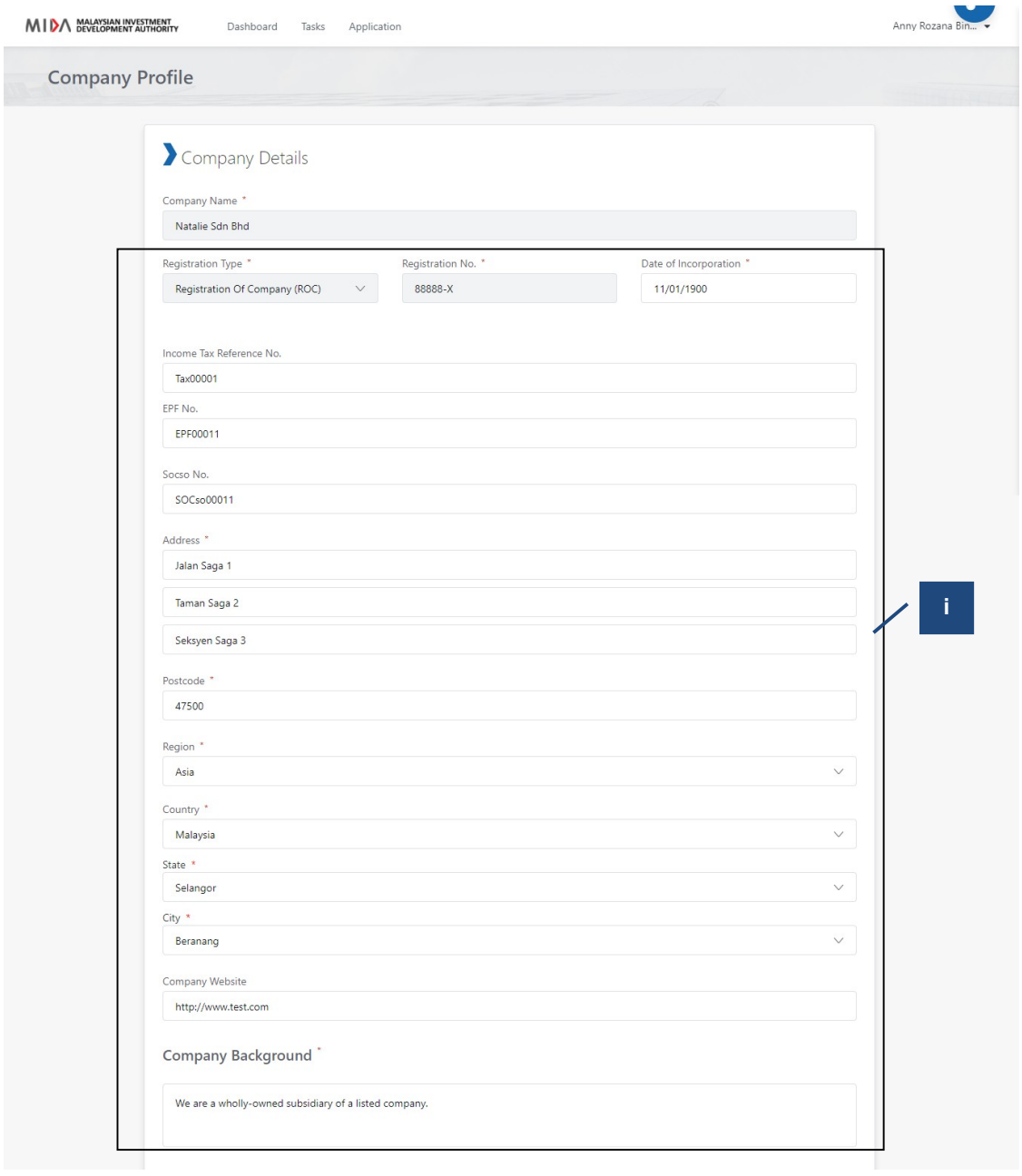
4. **Task Application** shall display a task list that needs to take action by the applicant.

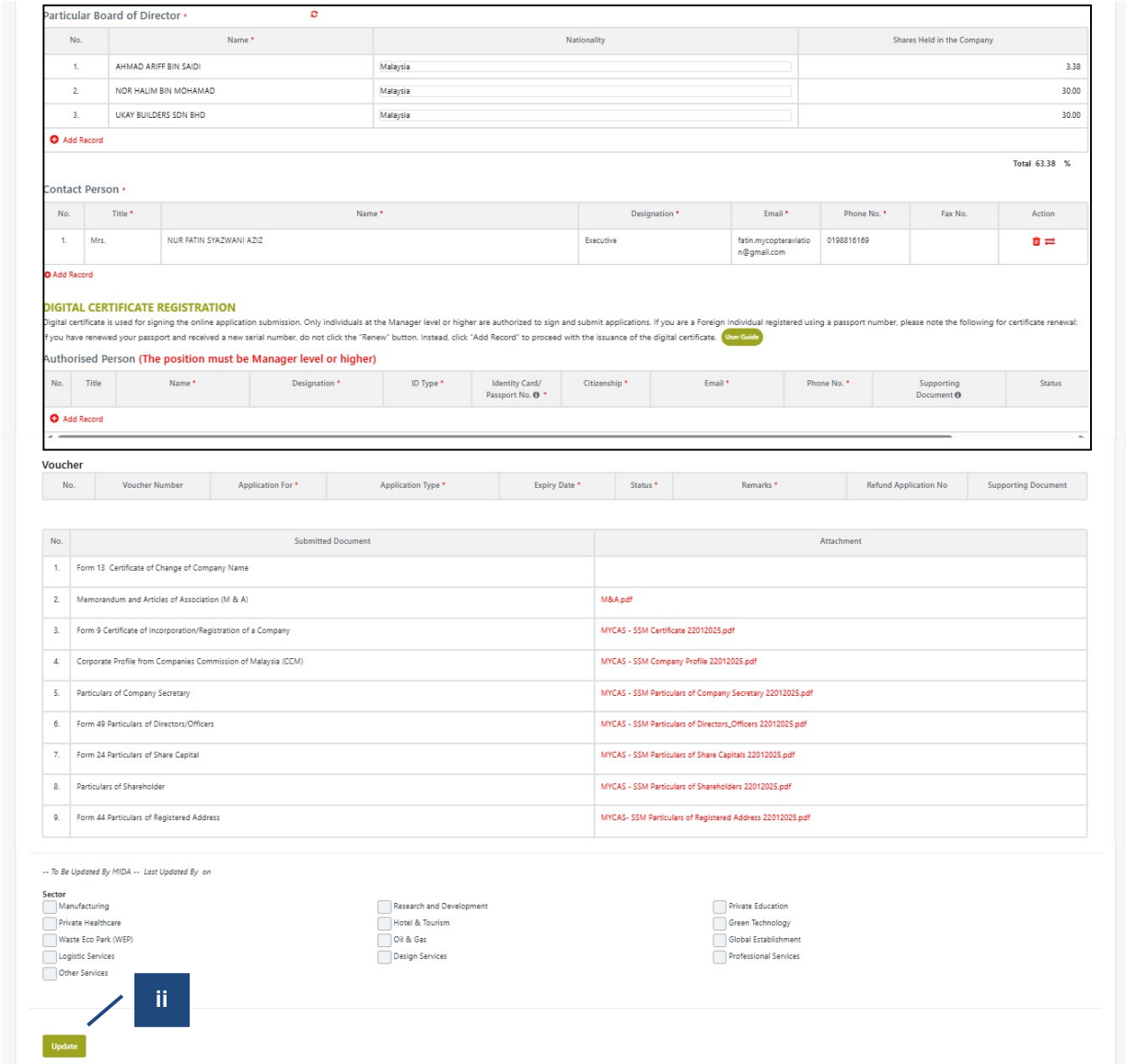
   Total in Progress Application shall display in progress application list.

Total Completed Application shall display completed application list.

5. **Task List** shall display a task list that needs to take action by the applicant.
6. List of application for the company.
7. Click **'Company Profile (IRPM)'** link.

   Company Profile page will be displayed.





i. Update the company's profile and all required details:

a) Date of Incorporation *

b) Income Tax Reference No.

c) EPF No.

d) Socso No.

e) Address *

f) Poscode*

g) Region *

h) Country *

i) State *

j) City *

k) Company Website

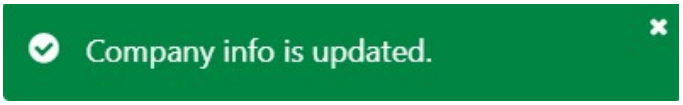
l) Company Background *

m) Particular Board of Director *

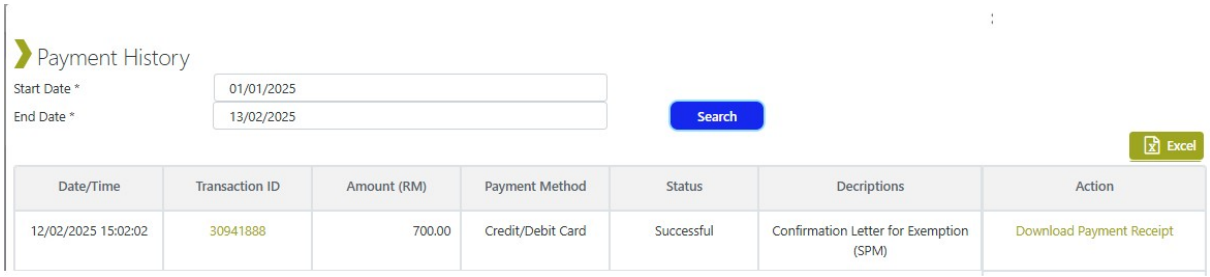
n) Contact Person *

o) Authorised Person (Position: Manager and above) *

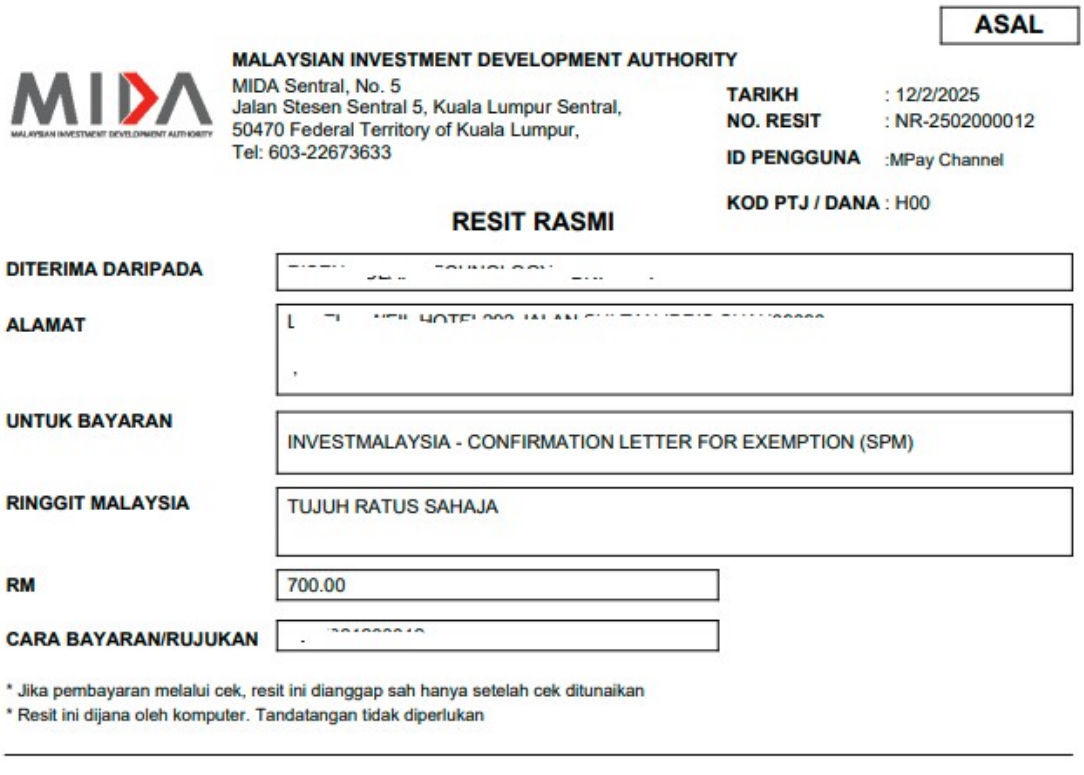
ii. Click the [Update] button and system shall display success message:



8. Click the '**Payment History**' link to display the payment history popup page.



i. Click the '**Download Payment Receipt**' link to open and download the payment receipt.



ASAL

MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
MIDA Sentral, No. 5
Jalan Stesen Sentral 5, Kuala Lumpur Sentral,
50470 Federal Territory of Kuala Lumpur,
Tel: 603-22673633

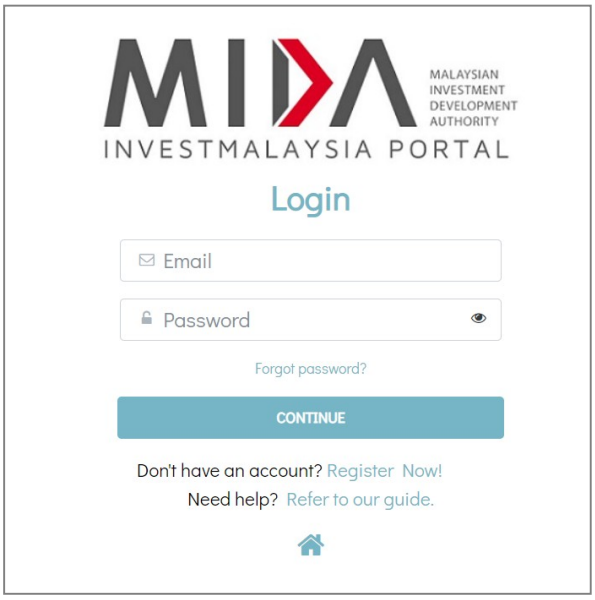
TARIKH : 12/2/2025
NO. RESIT : NR-2502000012
ID PENGGUNA :MPay Channel
KOD PTJ / DANA : H00

RESIT RASMI

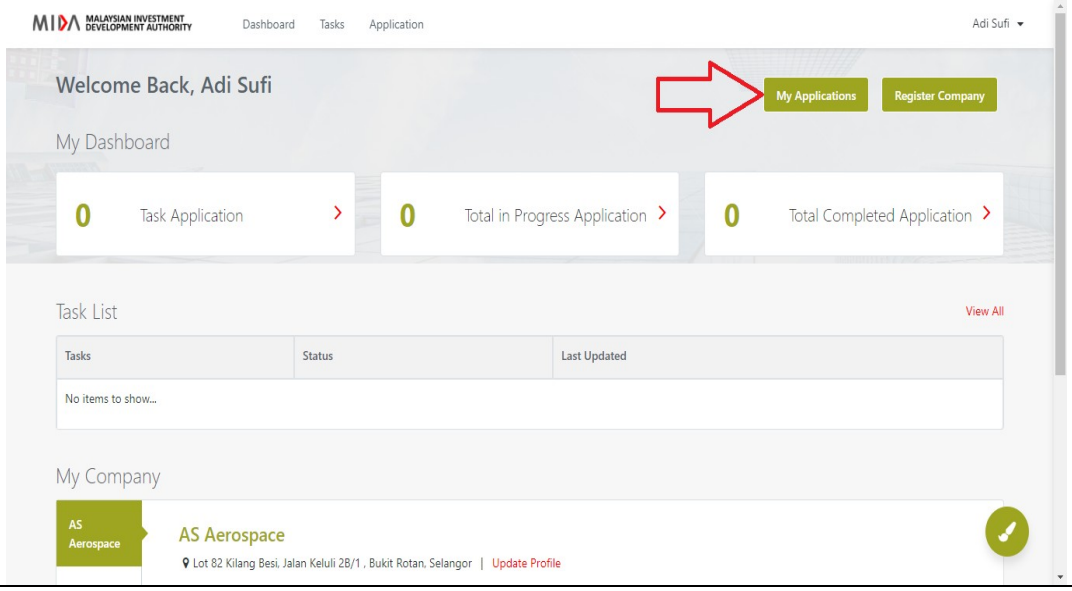
DITERIMA DARIPADA	
ALAMAT	
UNTUK BAYARAN	INVESTMALAYSIA - CONFIRMATION LETTER FOR EXEMPTION (SPM)
RINGGIT MALAYSIA	TUJUH RATUS SAHAJA
RM	700.00
CARA BAYARAN/RUJUKAN	

* Jika pembayaran melalui cek, resit ini dianggap sah hanya setelah cek ditunaikan
* Resit ini dijana oleh komputer. Tandatangan tidak diperlukan

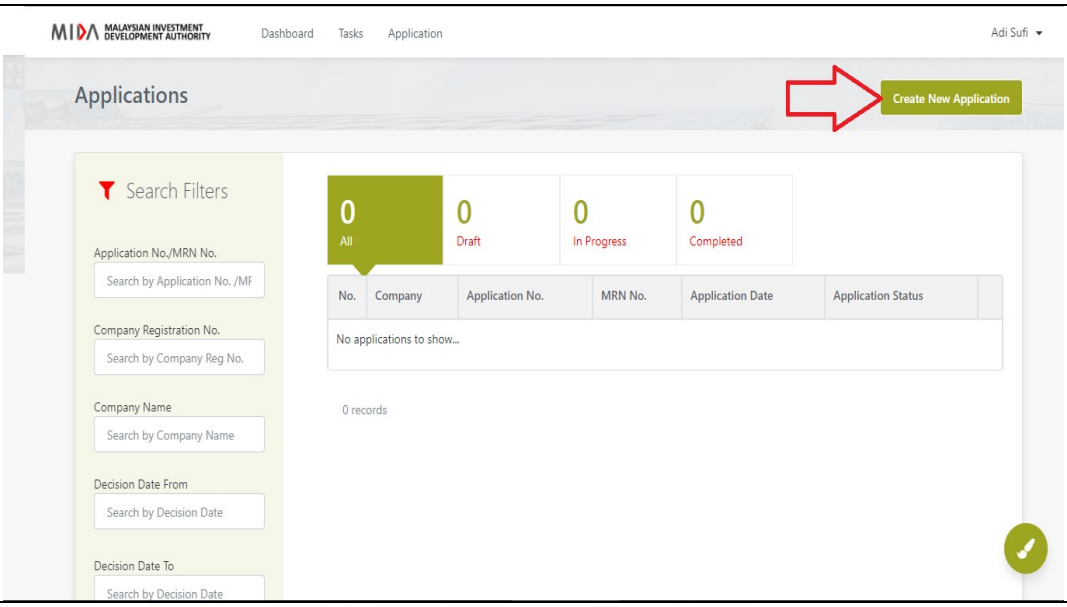
3.2 SPM Manufacturers in the Principal Customs Area (PCA)



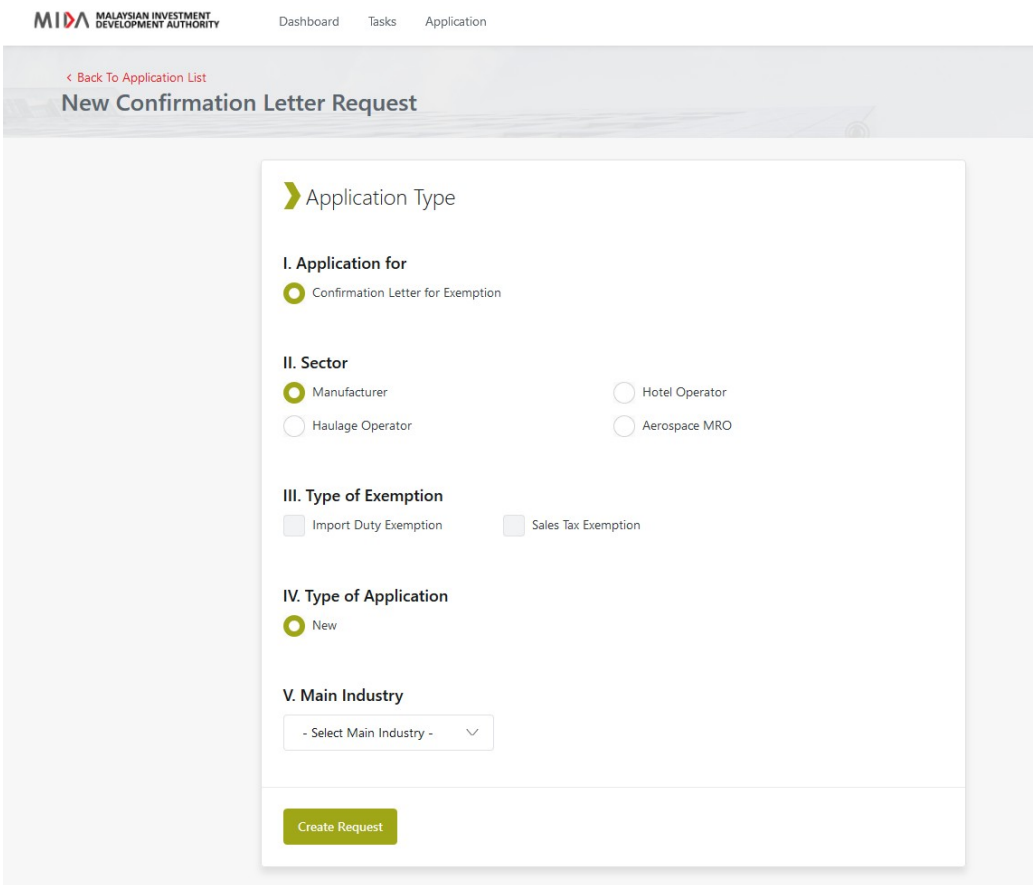
1. At InvestMalaysia login page, insert:
   a) Email;
   b) Password; and
   c) Click **'CONTINUE'** button.



2. At Dashboard, click **[My Applications]**
3. System will redirect to **'Application'** page



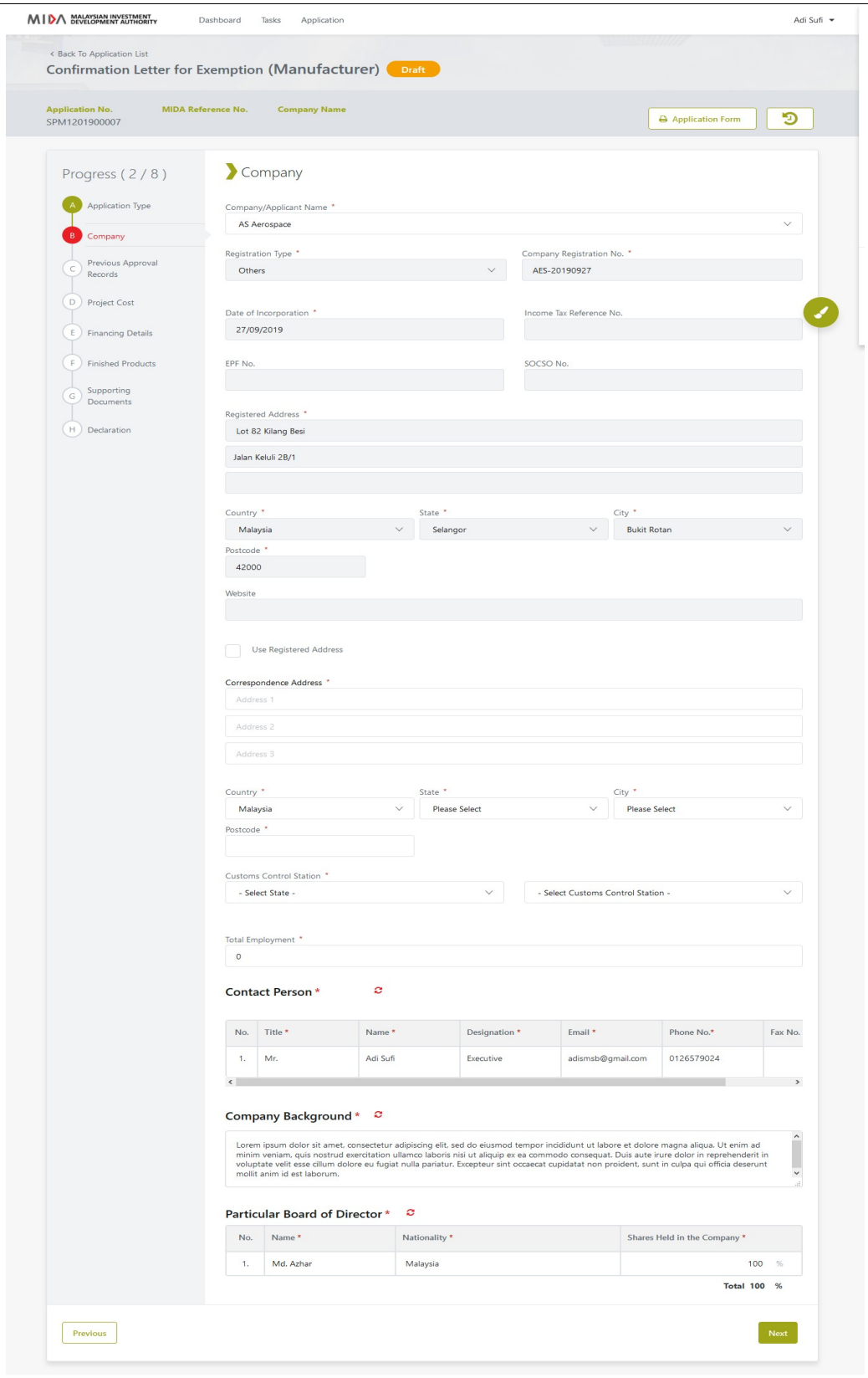
4. Click **[Create New Application]**



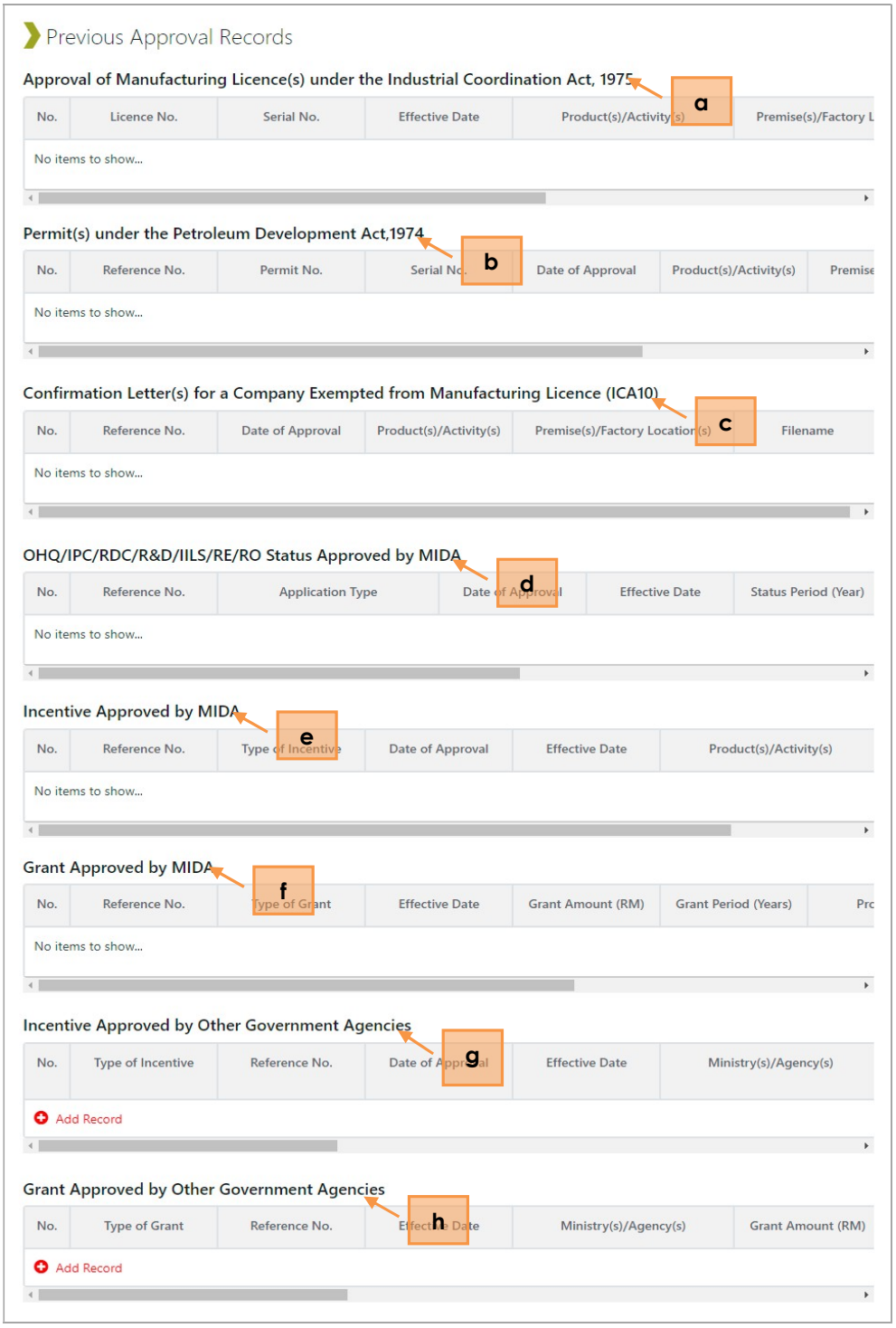
5. Select:
    a) Application for: Confirmation Letter for Exemption
    b) Sector: Manufacturer
    c) Type of Application: New
    d) Main Industry

6. Click **[Create Request]**

7. System will redirect to **'Company Section'**

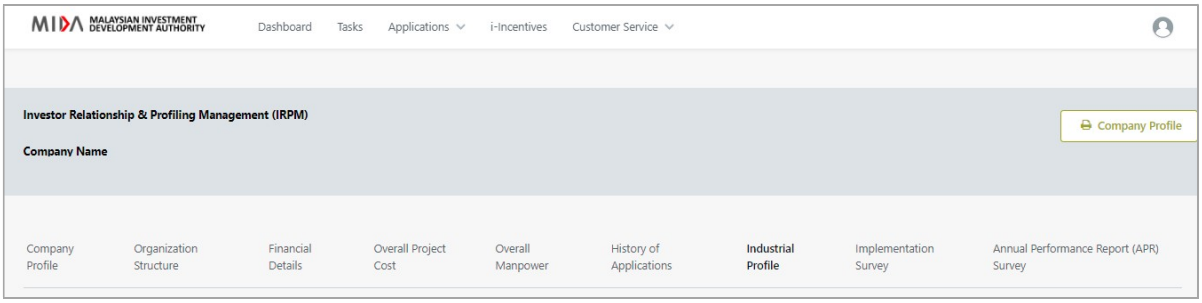


8. Fill-in required details in:
    a) Company
    b) Contact Person
    c) Company Background
    d) Particular Board of Director
9. Click **[Next]**
10. System will redirect to **'Previous Approval Records'**



Fill in all required information in the Company Profile

11. Go to Company Dashboard and click the **[Company Profile]** link



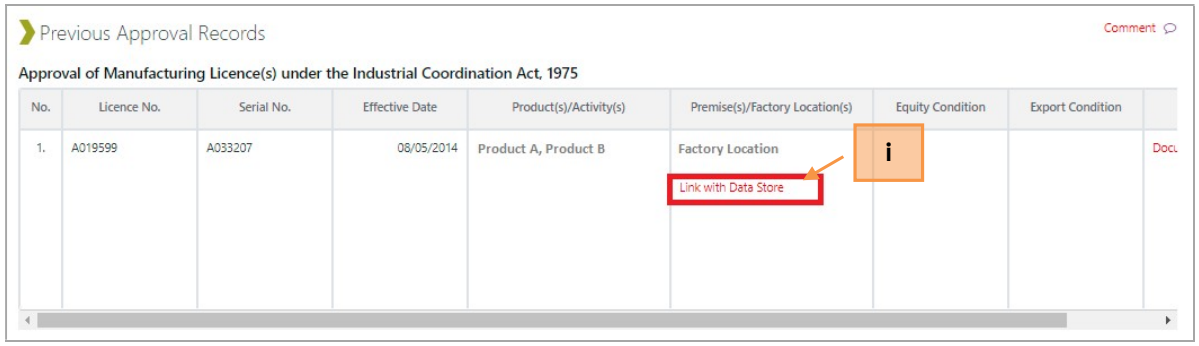
12. Click the **[Industrial Profile]** tab

a) Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

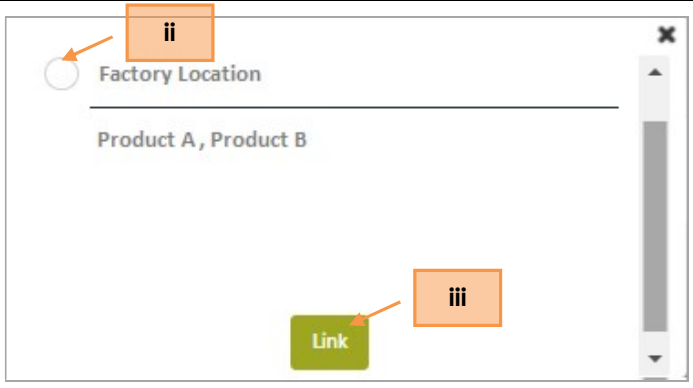
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.1 and 3.8.2)

- Only Verified Manufacturing Licence(s) will be displayed in this section.

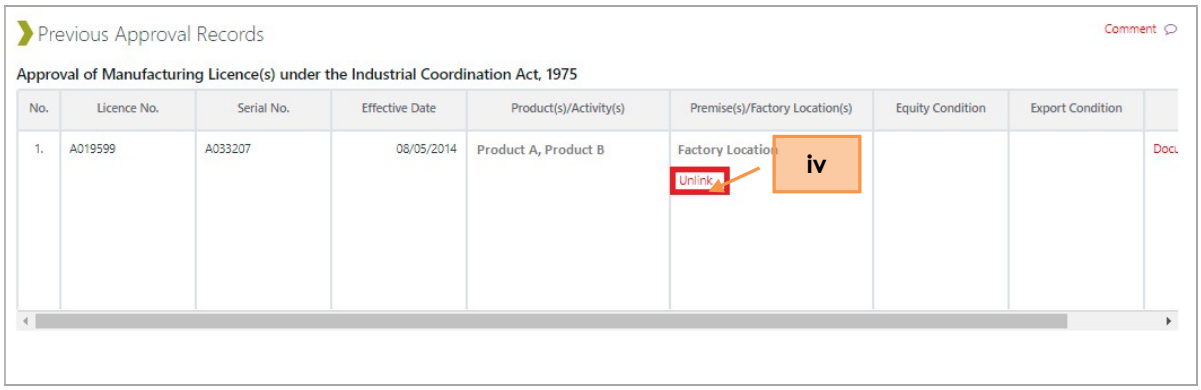


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

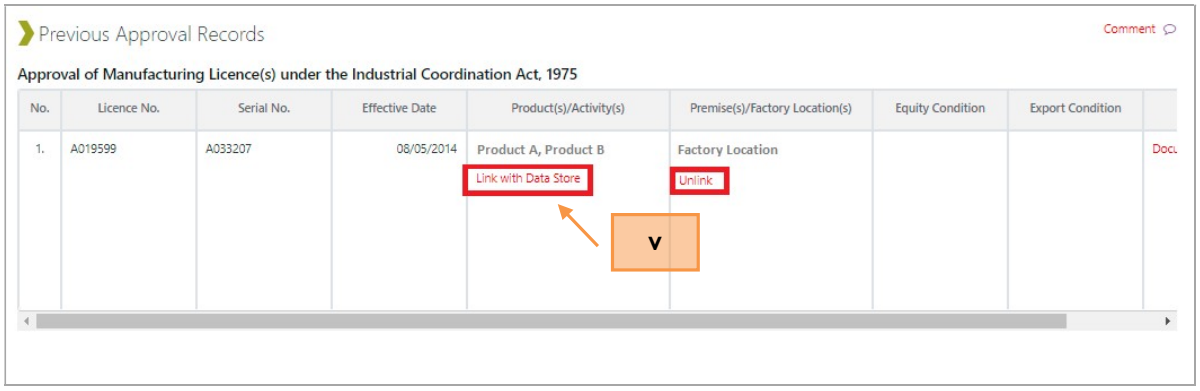


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

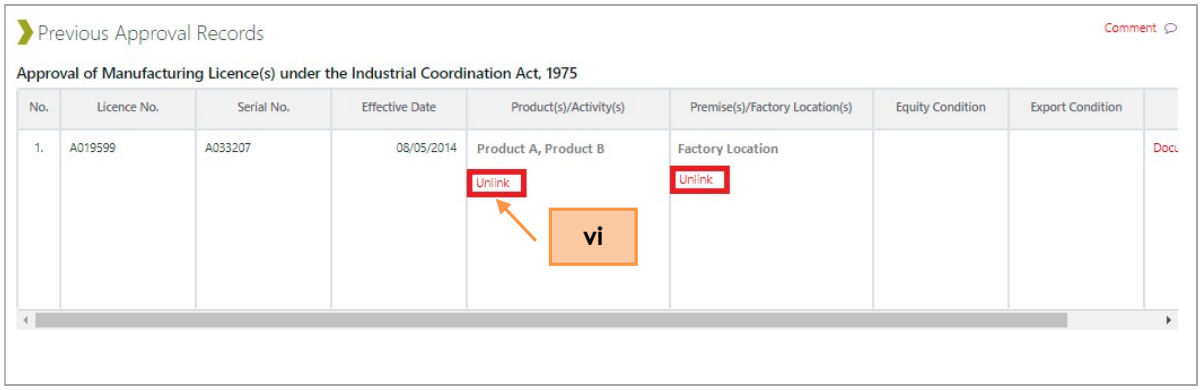
iii. Click the **[Link]** button



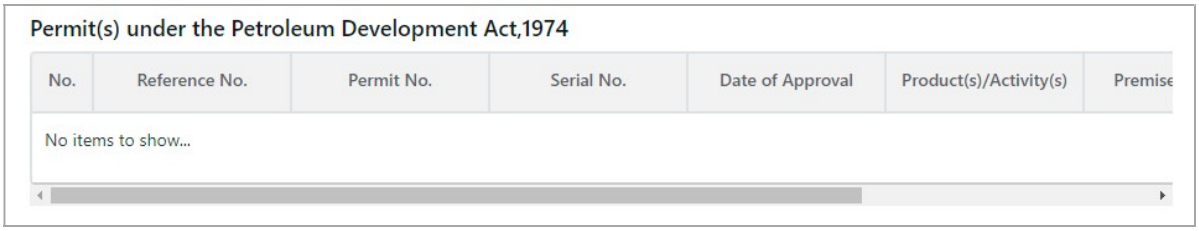
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).

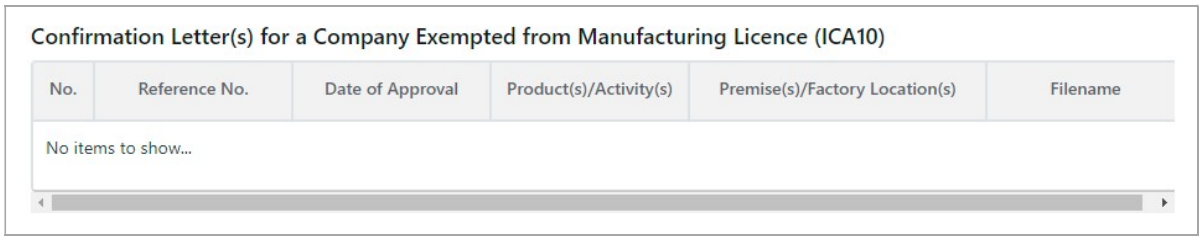


b) Permit(s) under the Petroleum Development Act,1974

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.3)

- Only Verified Permit(s) will be displayed in this section.

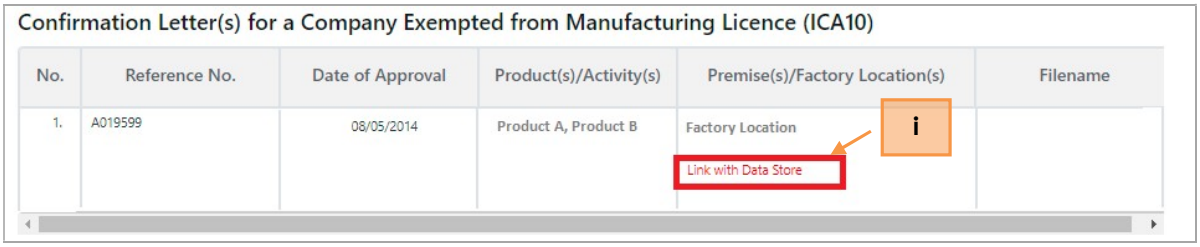


c) Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA10)

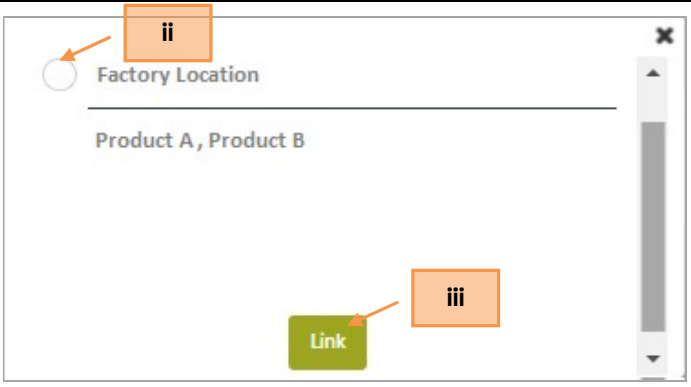
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.5)

- Only Verified Confirmation Letter(s) will be displayed in this section.

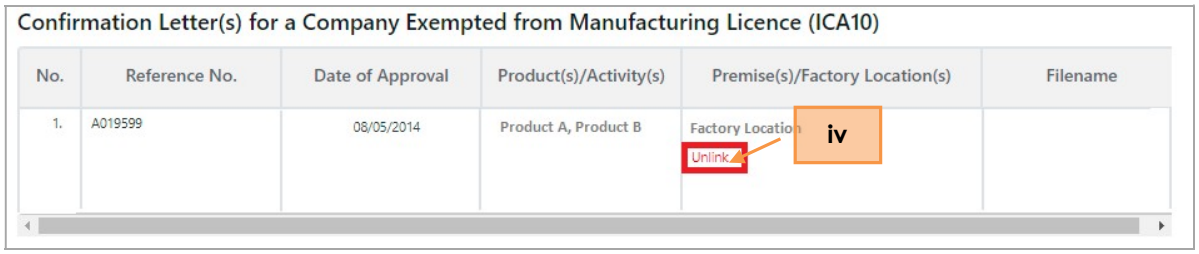


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

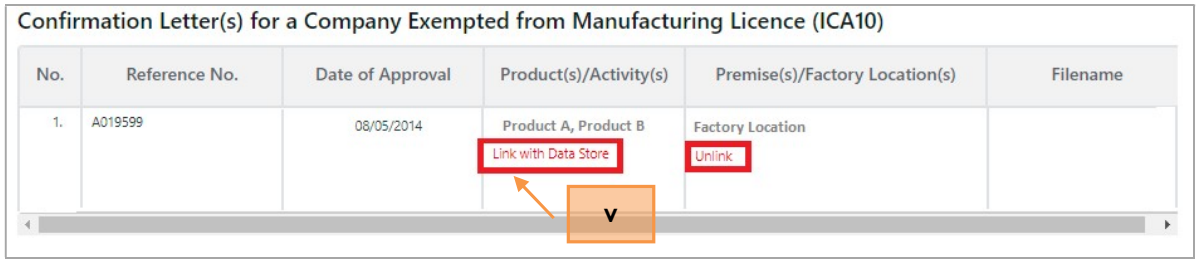


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

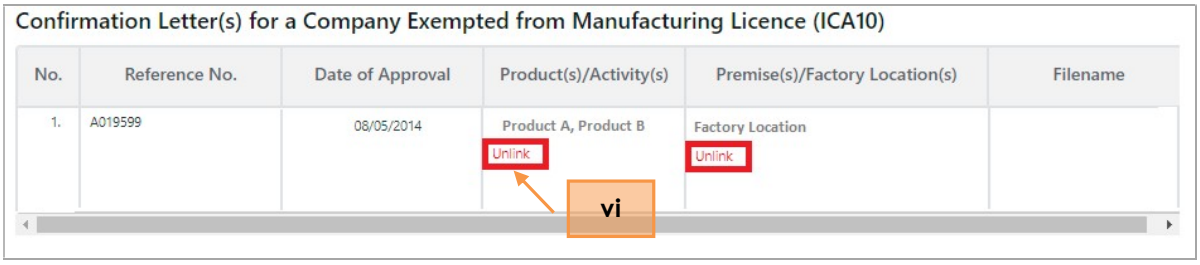
iii. Click the **[Link]** button



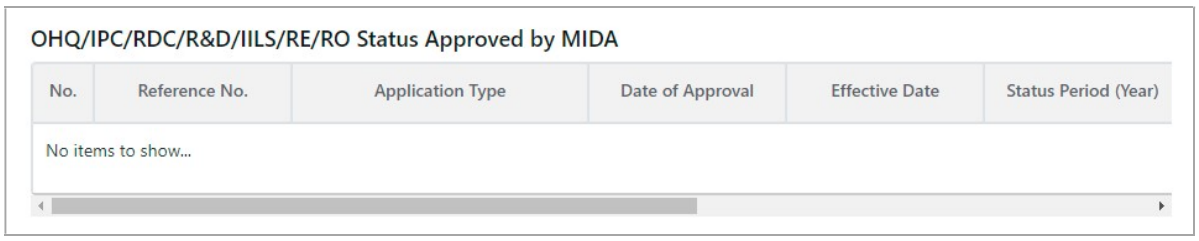
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



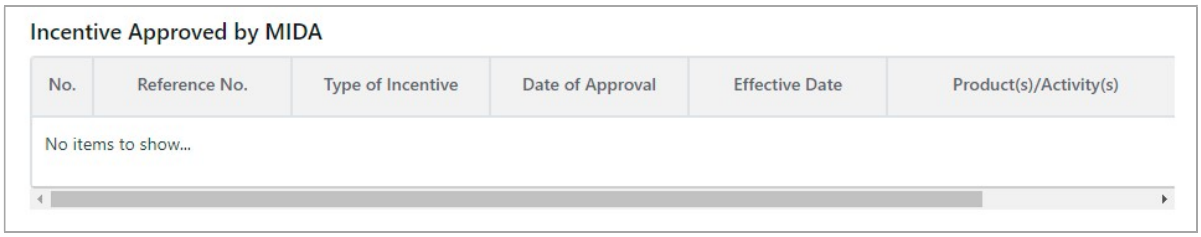
vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).



d) OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.6)

- Only Verified OHQ/IPC/RDC/R&D/IILS/RE/RO will be displayed in this section.

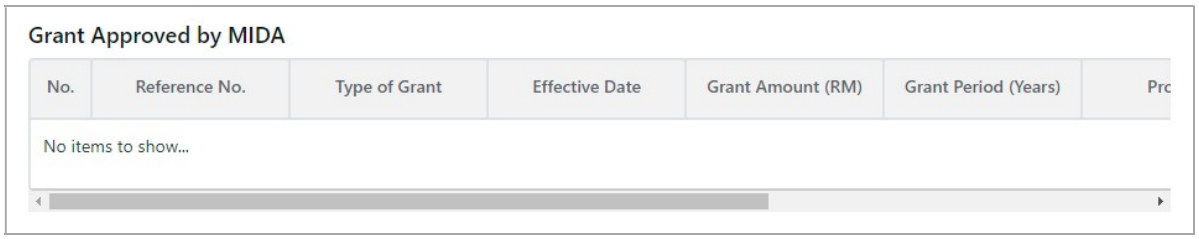


e) Incentive Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.7)

- Only Verified Incentive will be displayed in this section.



f) Grant Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.8)

- Only Verified Grant will be displayed in this section.

g) Incentive Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

iii. Fill in required details:

- Type of Incentive
- Reference No.
- Date of Approval
- Effective Date
- Ministry(s)/Agency(s)
- Incentive Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)

- Incentive Status
- Filename (Attachment)

iv. Click **[Save) button**

v. The system will save and display an Incentive Approved by Other Government Agencies record.

h) Grant Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

iii. Fill in required details:

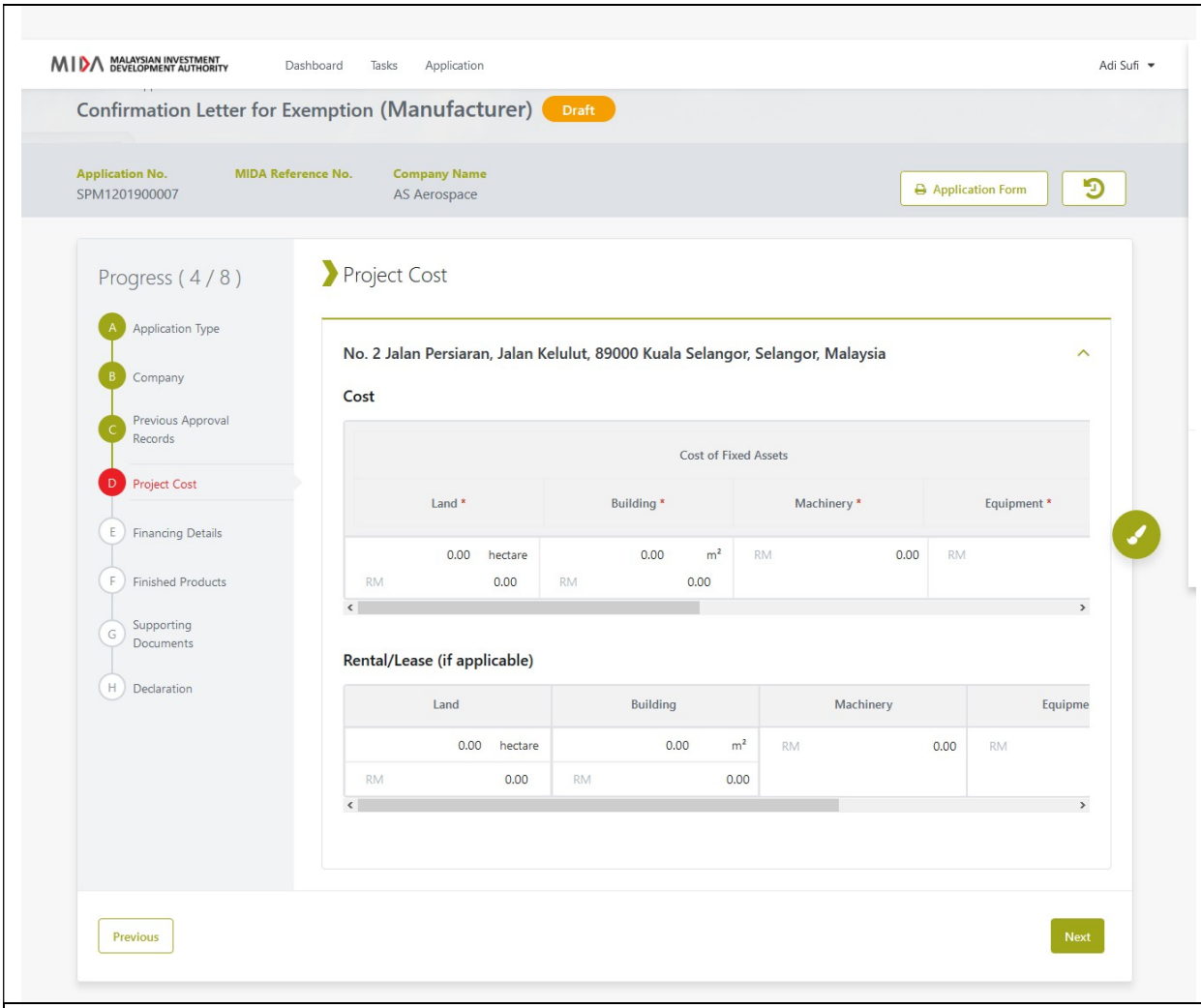
- Type of Grant
- Reference No.
- Effective Date
- Ministry(s)/Agency(s)
- Grant Amount (RM)
- Grant Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)
- Grant Status
- Filename (Attachment)

iv. Click **[Save) button**

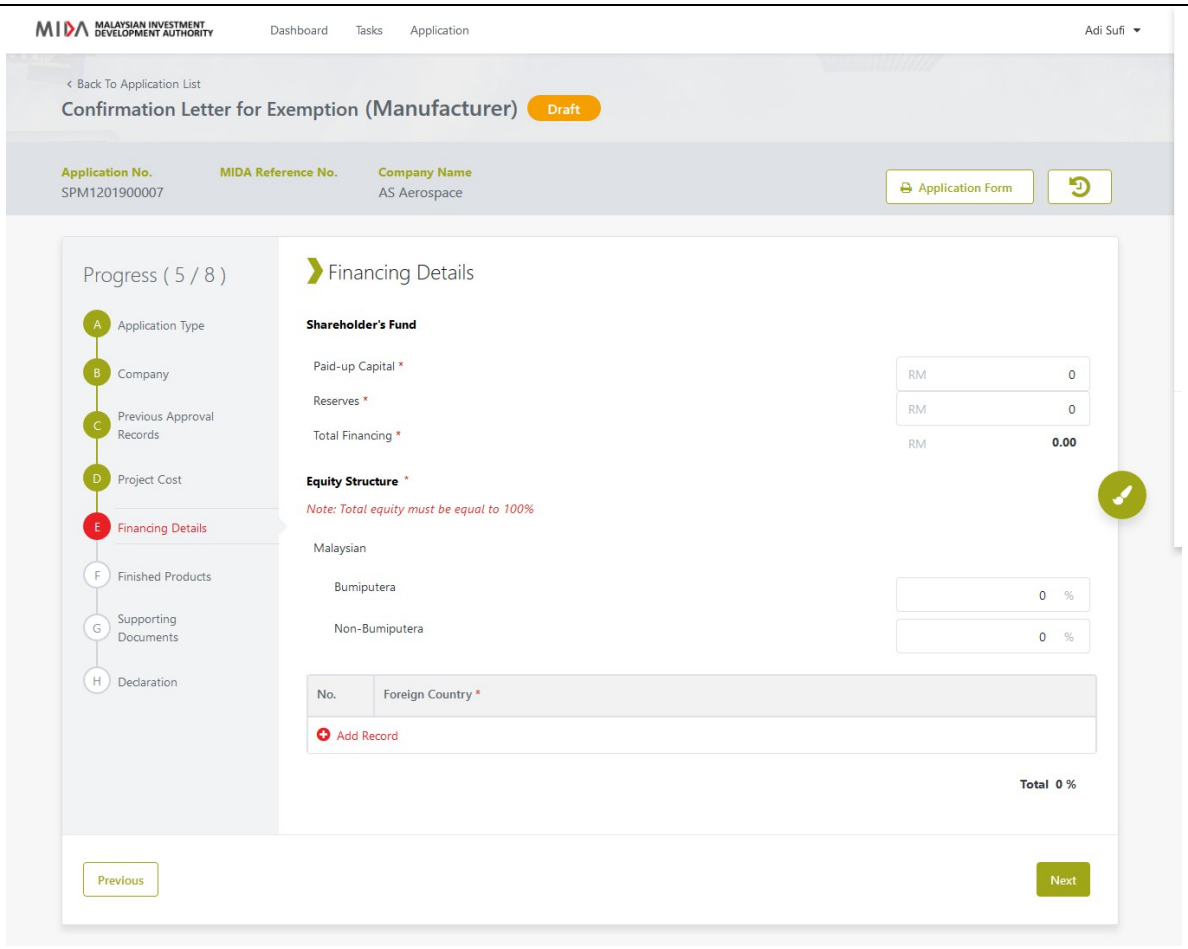
v. The system will save and display a Grant Approved by Other Government Agencies record.

13. Click the **[Next]** button

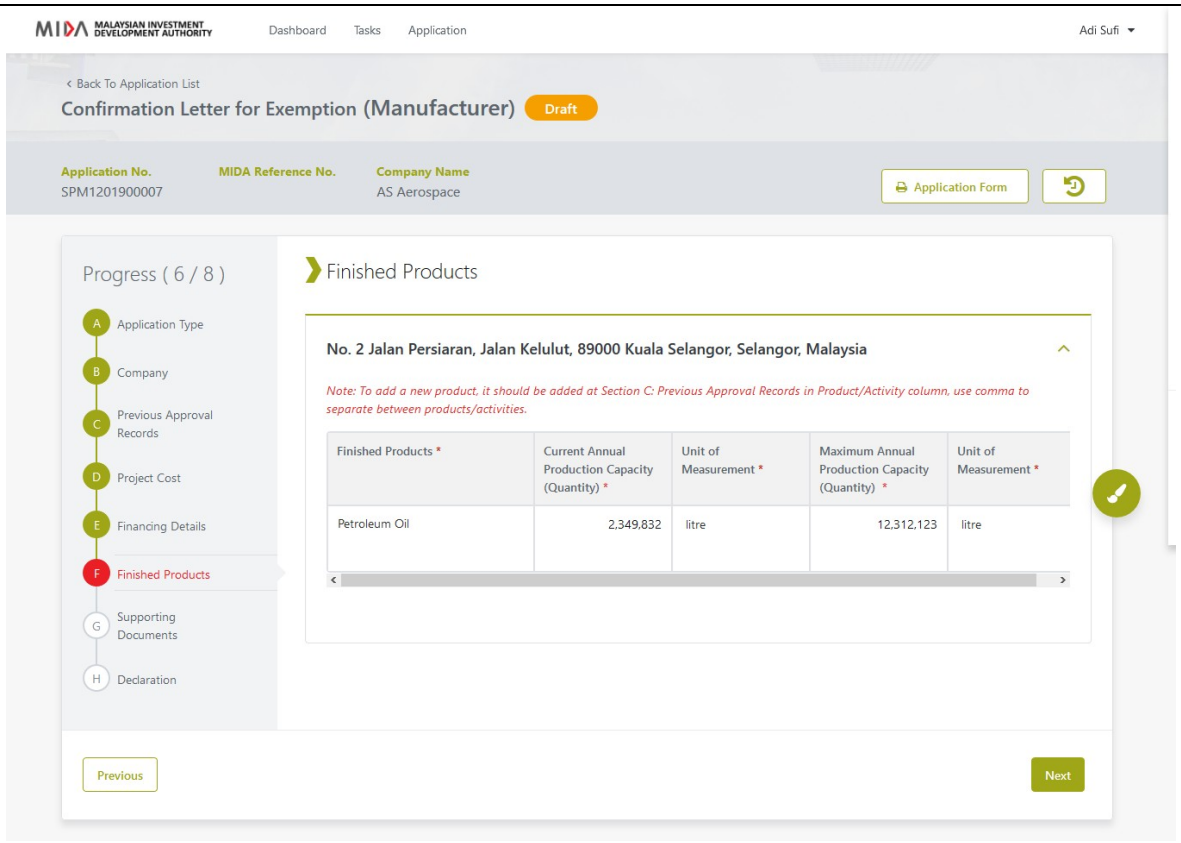
The system will redirect to **'Project Cost'** section.



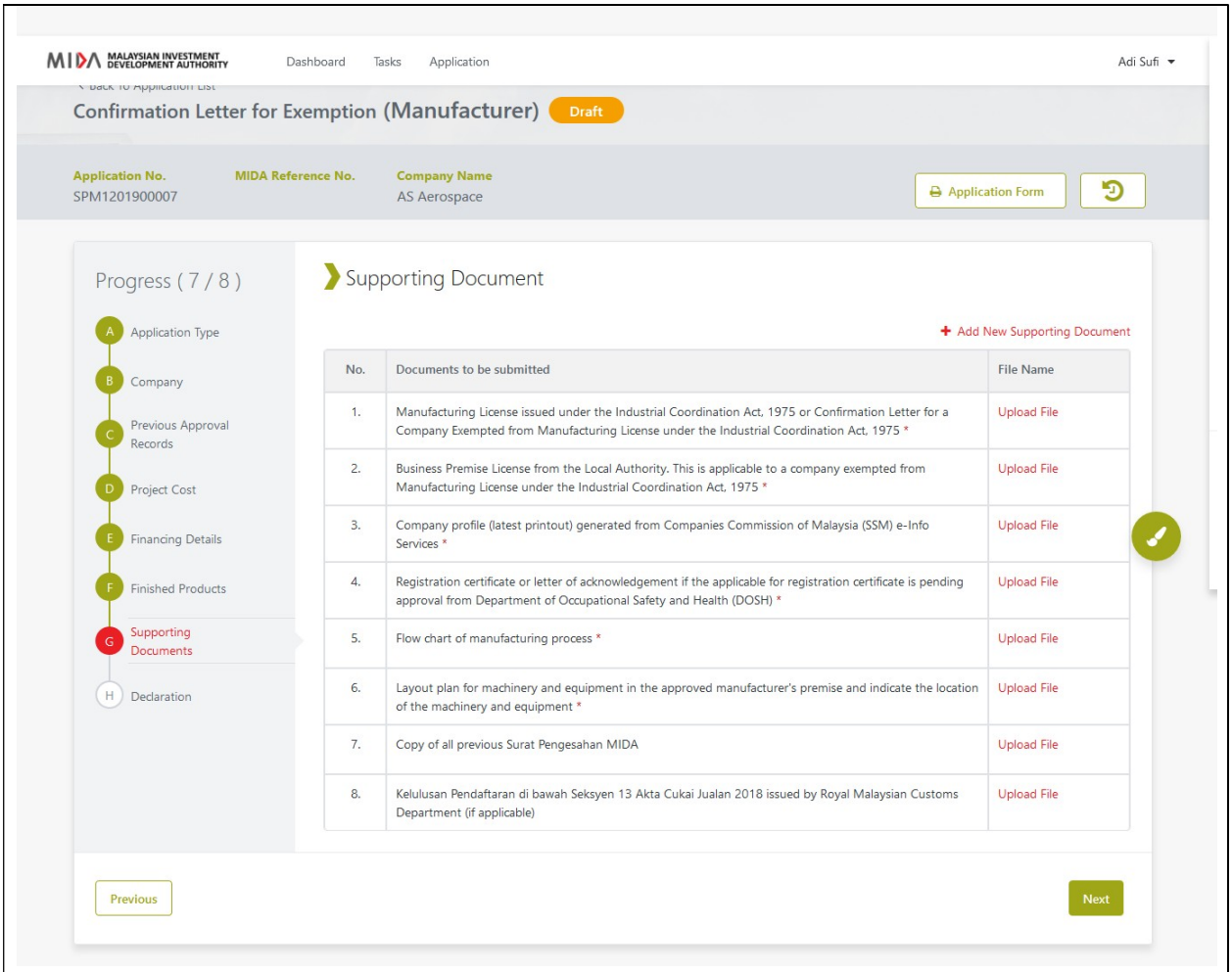
14. Fill in required details in:
    a) Cost
    b) Rental/Lease (if applicable)
15. Click **[Next]**
16. System will redirect to **'Financing Details'**



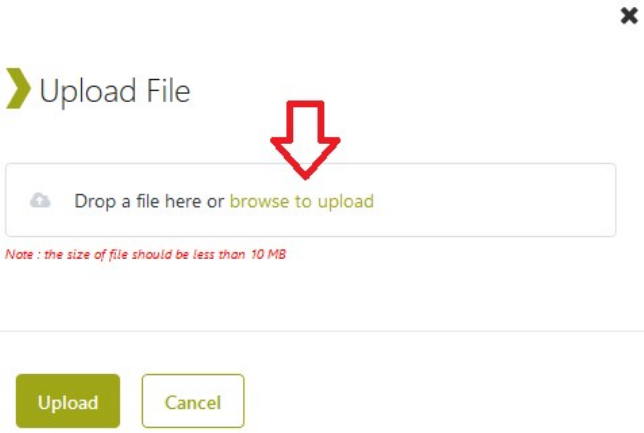
17. Fill in required details in:
    a) Shareholder's Fund
    b) Equity Structure
        i. Malaysian Bumiputera
        ii. Malaysian Non-Bumiputera
        iii. Foreign
18. Click **[Next]**
19. System will redirect to **'Finished Product'**



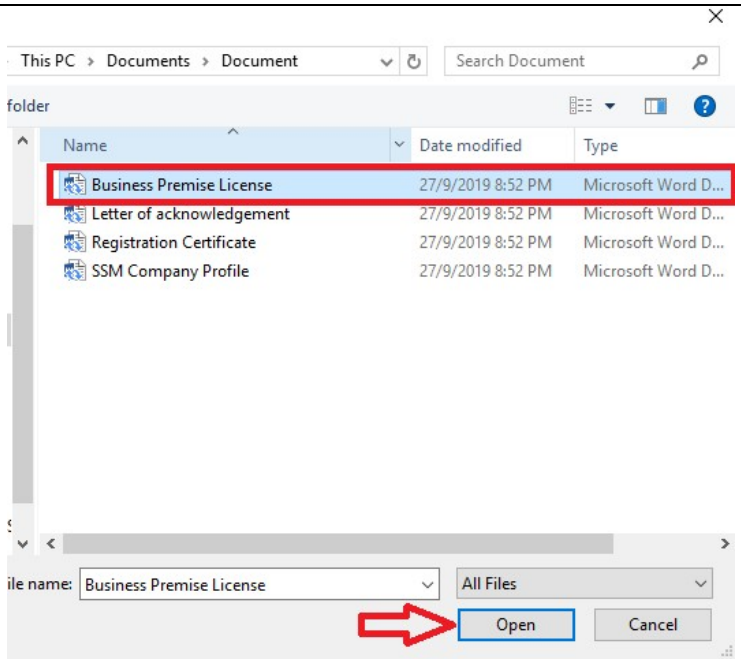
20. Fill in required details in:
    a) Finished Products
21. Click **[Next]**
22. System will redirect to **'Supporting Document'.**



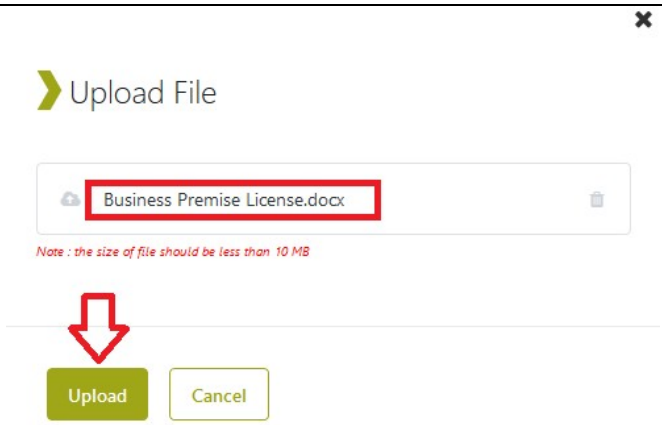
23. Upload mandatory document (denoted as '*' sign) by click **[Upload File]**
24. System will display pop-up message **'Upload File'**



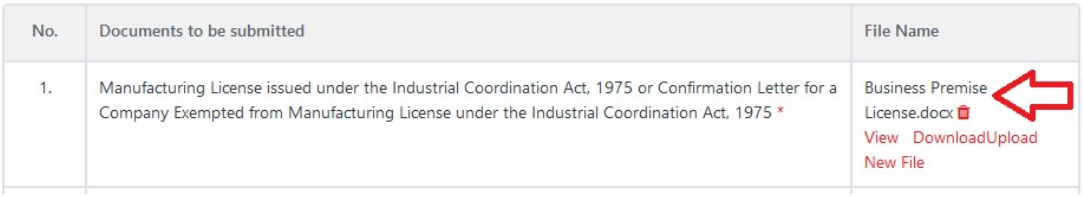
25. Click **'browse to upload'**
26. System will open windows file upload



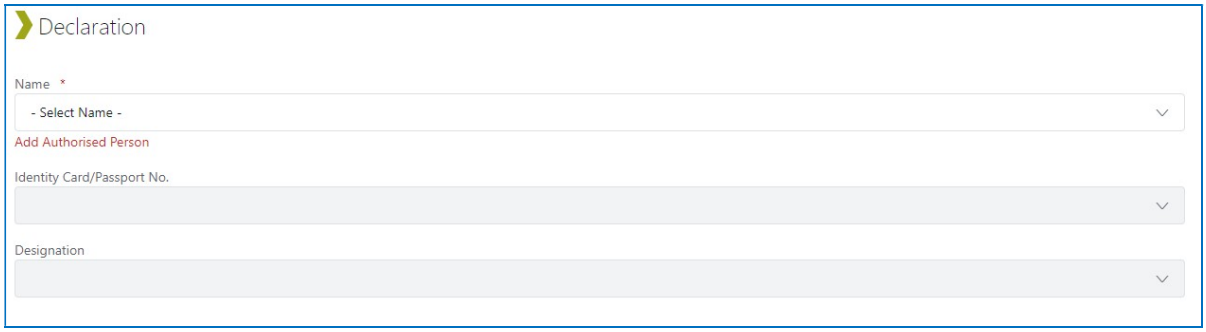
27. Select a file and click **[Open]**
28. System will display the filename and ready to be uploaded.



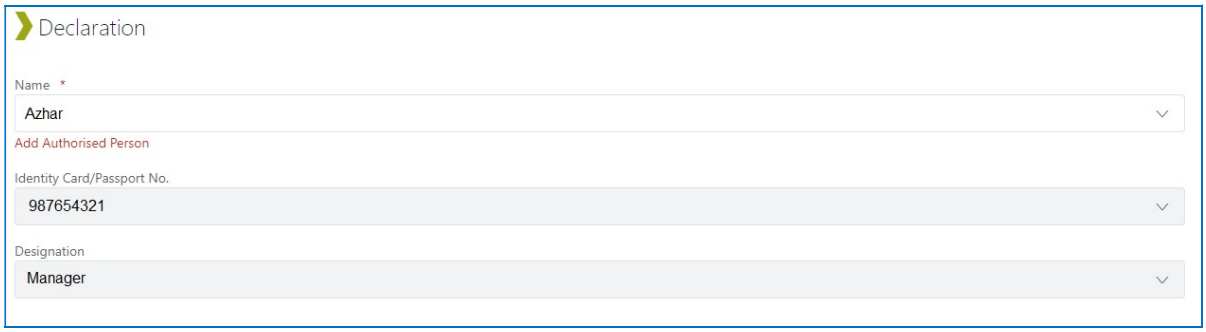
29. Click **[Upload]**
30. System will display the filename at **'Supporting Document'**



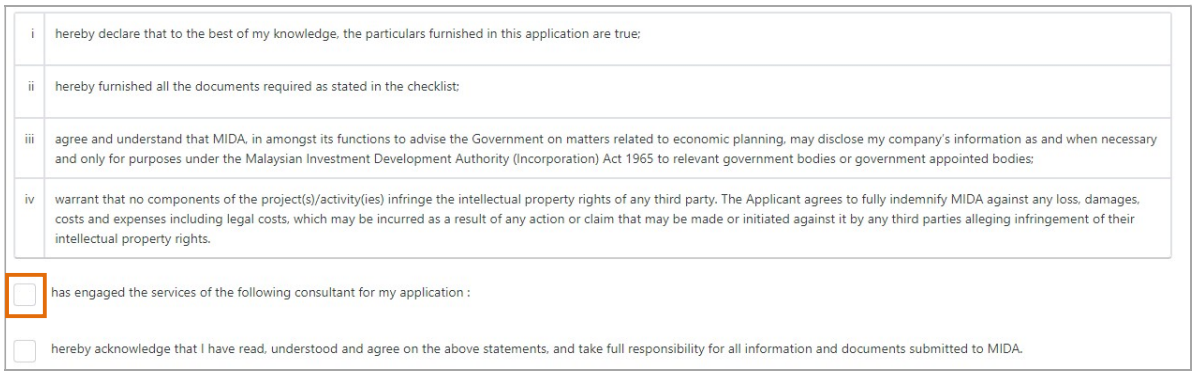
31. Click **[Next]**
32. System will redirect to **'Declaration'**



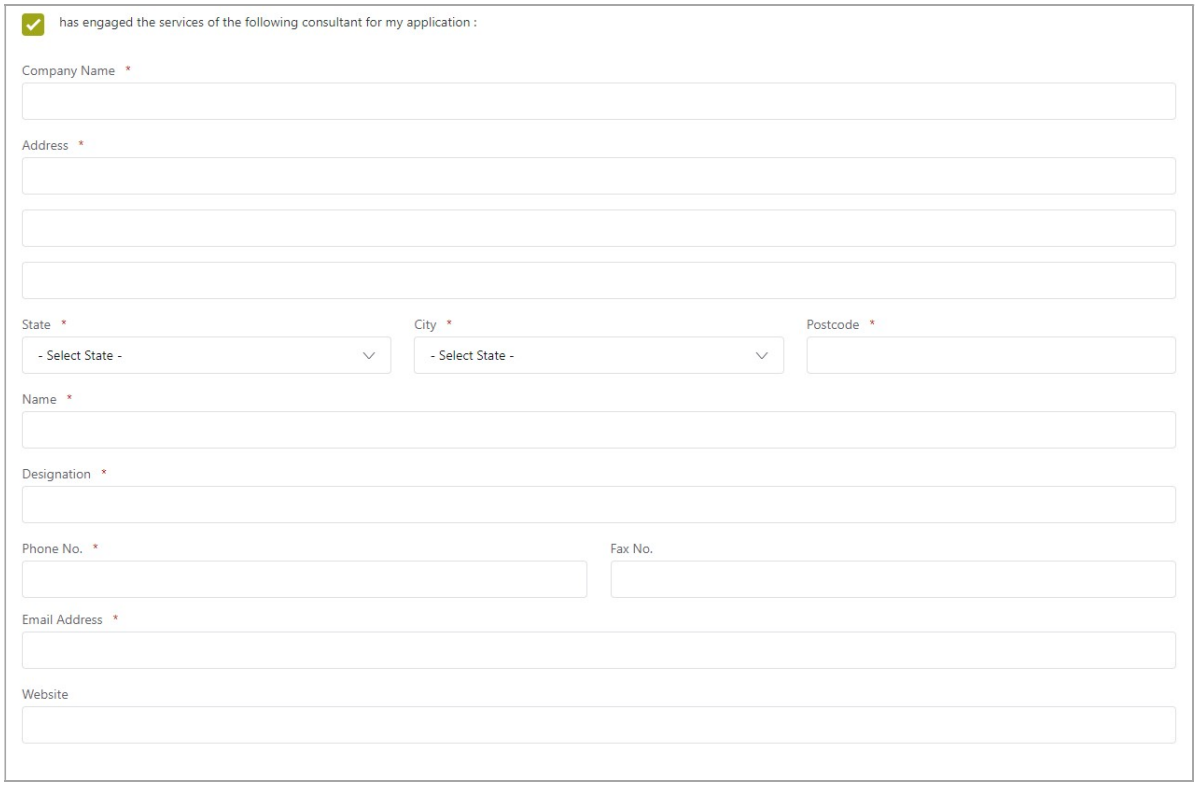
33. Click the dropdown **'Name'**
34. Select an Authorised Person from the dropdown list.



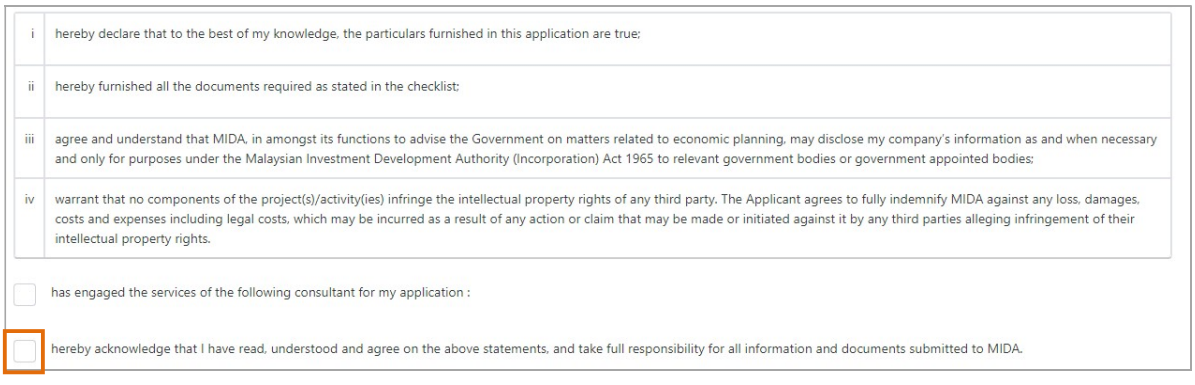
35. The system will auto-fill:
    a. Identity No./Passport No.
    b. Designation



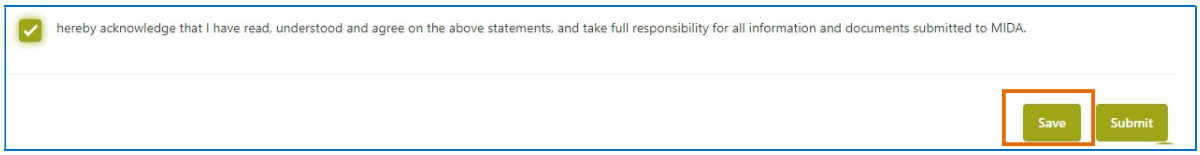
36. Tick the checkbox if engaging consultant services.



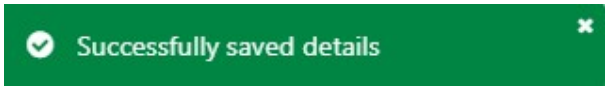
37. Fill in Consultant details such as:
    a. Company Name
    b. Address
    c. State
    d. City
    e. Postcode
    f. Name
    g. Designation
    h. Phone No.
    i. Fax No.
    j. Email Address
    k. Website

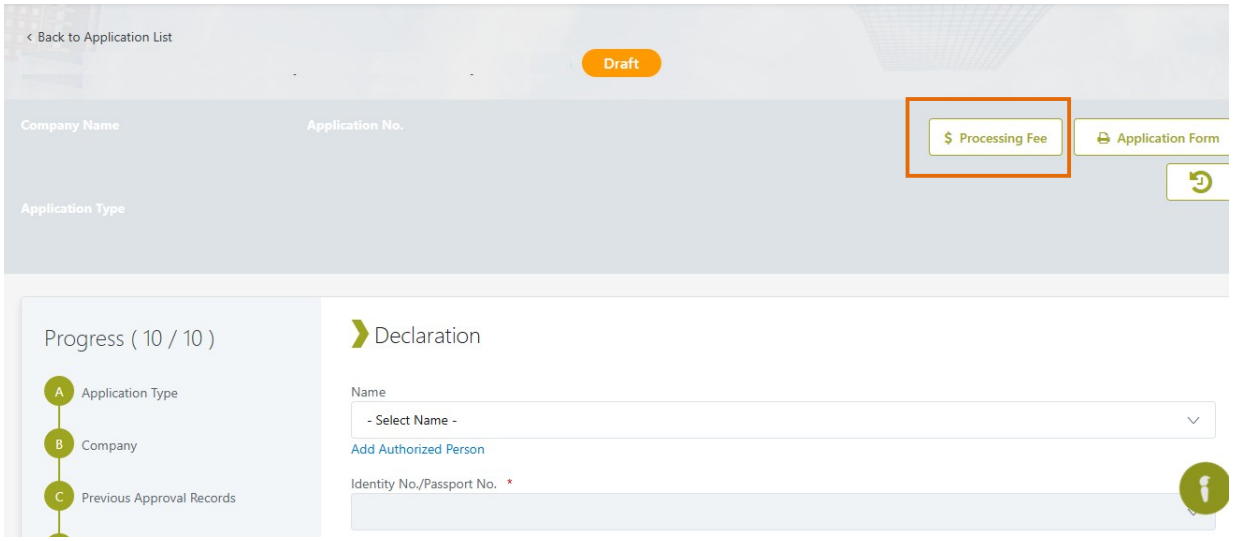


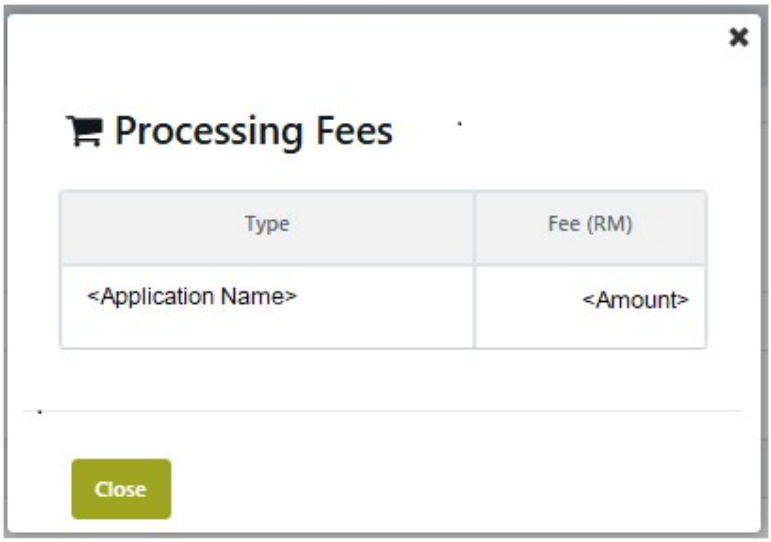
38. Tick the checkbox to agree with the terms and conditions stated in the **'Declaration'** section.



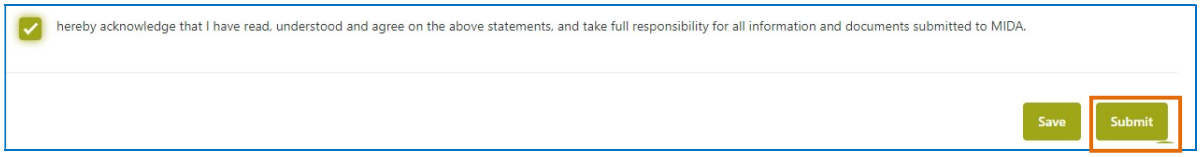
39. Click the **[Save]** button. The system will display a success message.



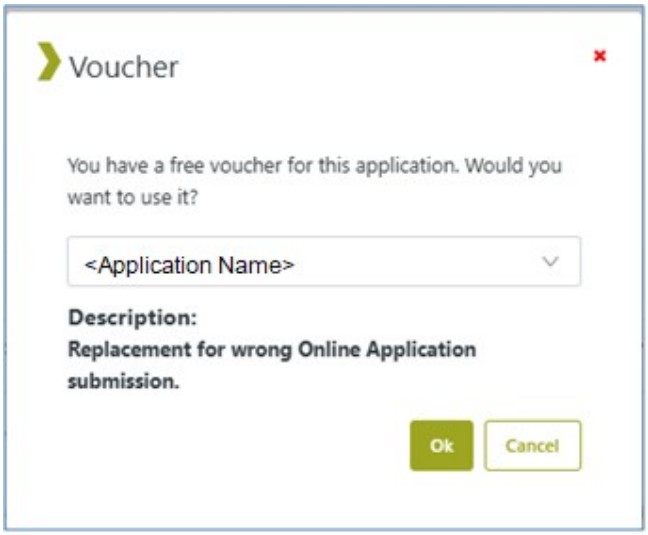




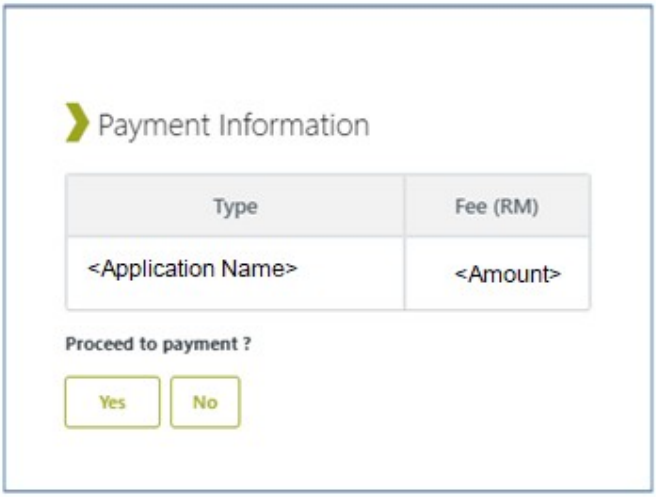
40. To check the application processing fee in the application header, click the [**Processing Fee**] button.



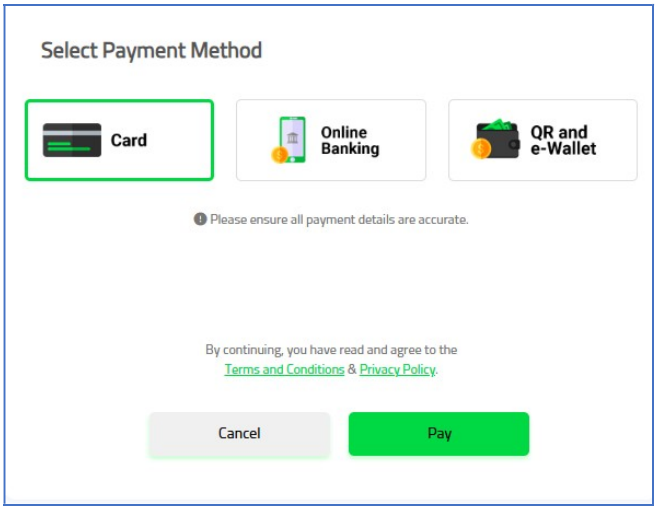
41. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company has a free voucher, allowing it to be applied.



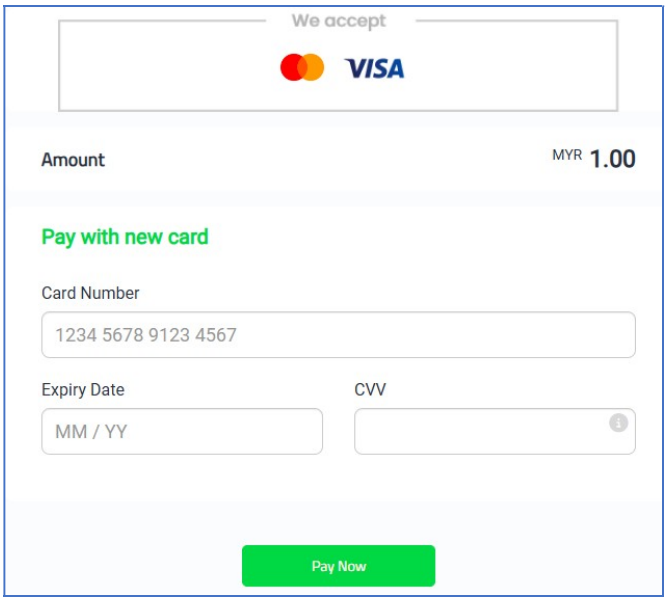
42. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company either does not have a free voucher or has chosen not to use it.



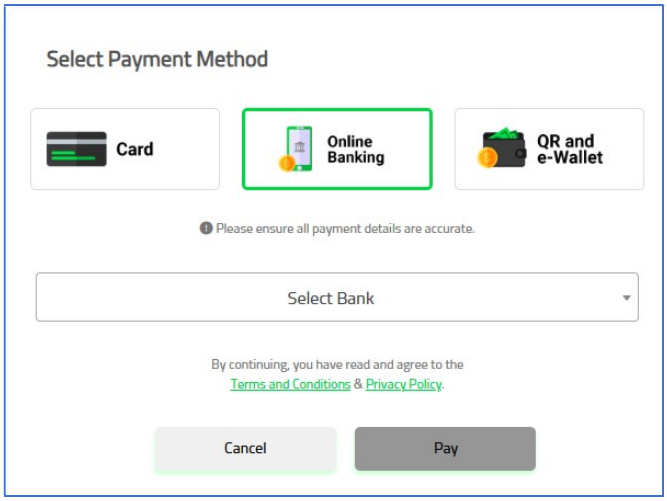
43. If the company clicks [**Yes**] to proceed with payment, the system will display the payment screen for the company to select payment option and click on [**Pay**] to make the payment.



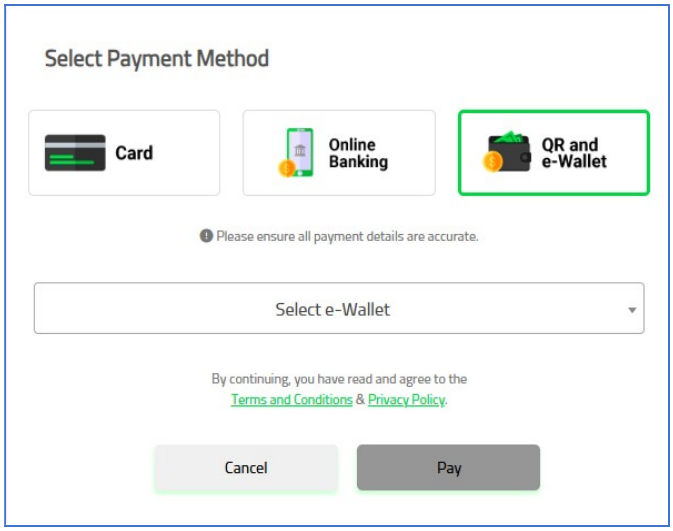
44. If the company select Card as payment option.



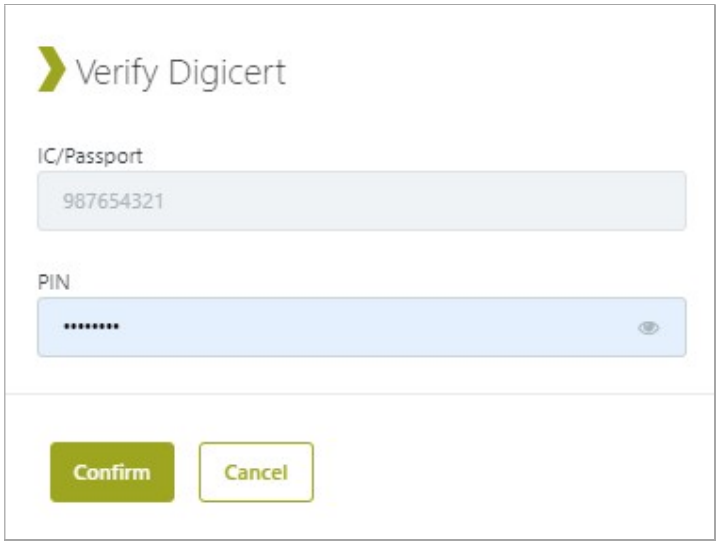
45. If the company select Online Banking as payment option.



46. If the company select QR and e-Wallet as payment option.



47. A popup message will appear to verify the Digicert if the payment has been made or if the application does not require a processing fee.



44. Click the **[Cancel]** button system will return to the **'Declaration'** section.
45. Insert PIN and click the **[Confirm]** button
46. The system will display a success message.

47. The system will show the above pop-up message as the submission is successful. Now the user may wait for the notification email from MIDA regards the further process.

InvestMalaysia - Your application SPM1201900066 is successfully submitted

Dear Adi Sufi,

You have successfully submitted your application to InvestMalaysia Online Portal. MIDA is reviewing the application.

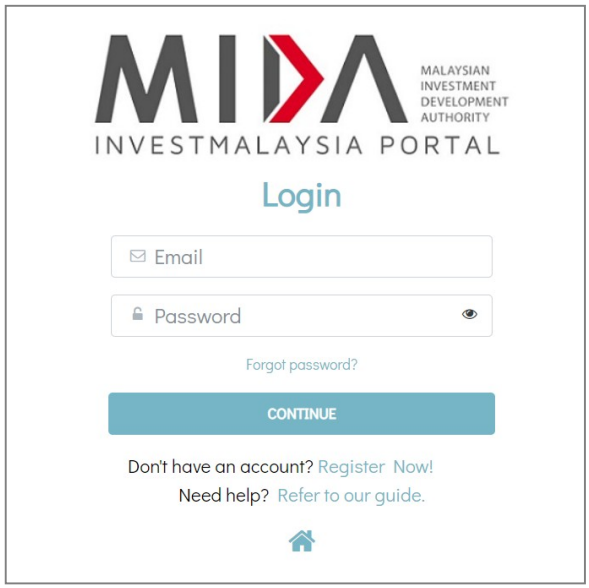
The details of the application are as follows:

Reference No: SPM1201900066
Company Name: Brightside Co.
Application Type: New

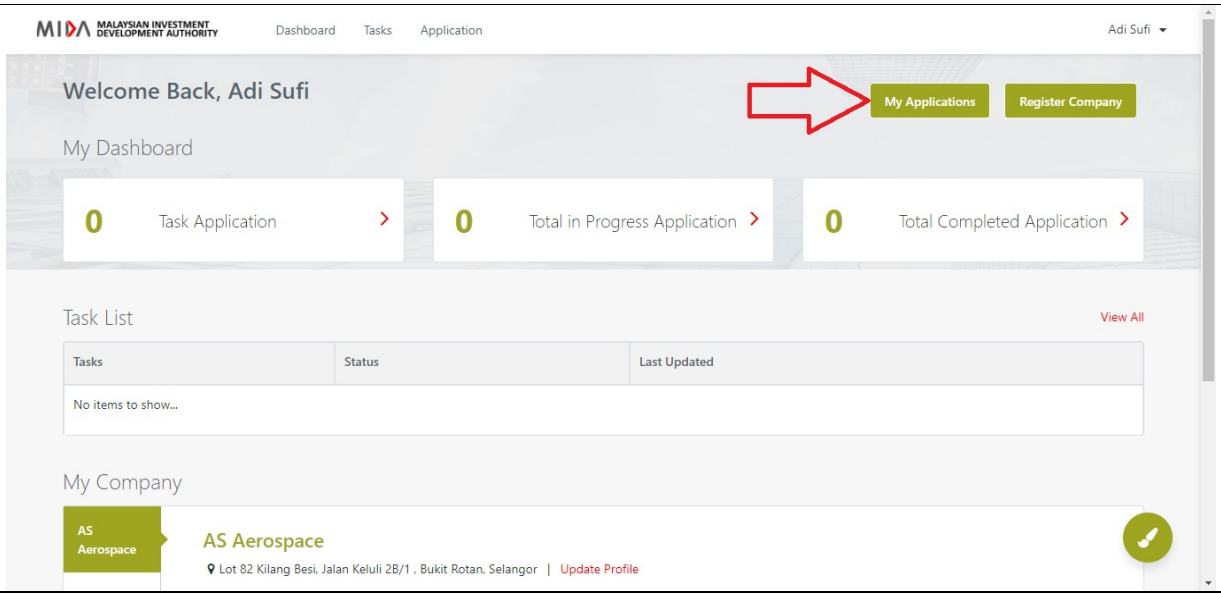
Thank you.

Regards
InvestMalaysia Administrator

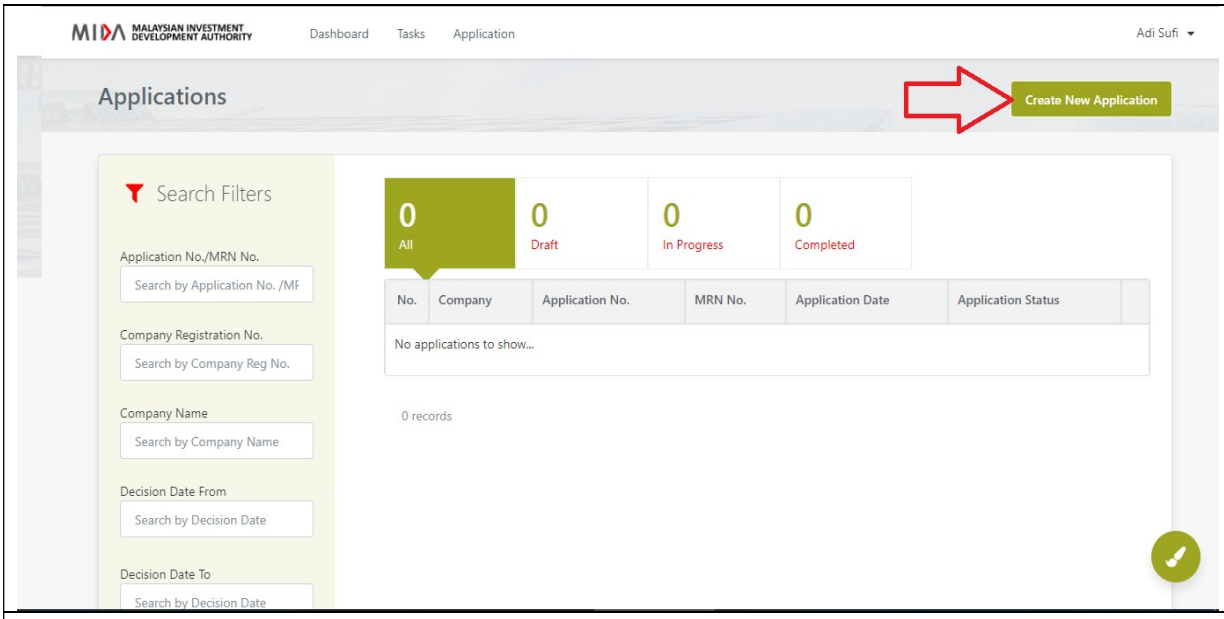
3.3 SPM Companies Engaged In a Hotel Business



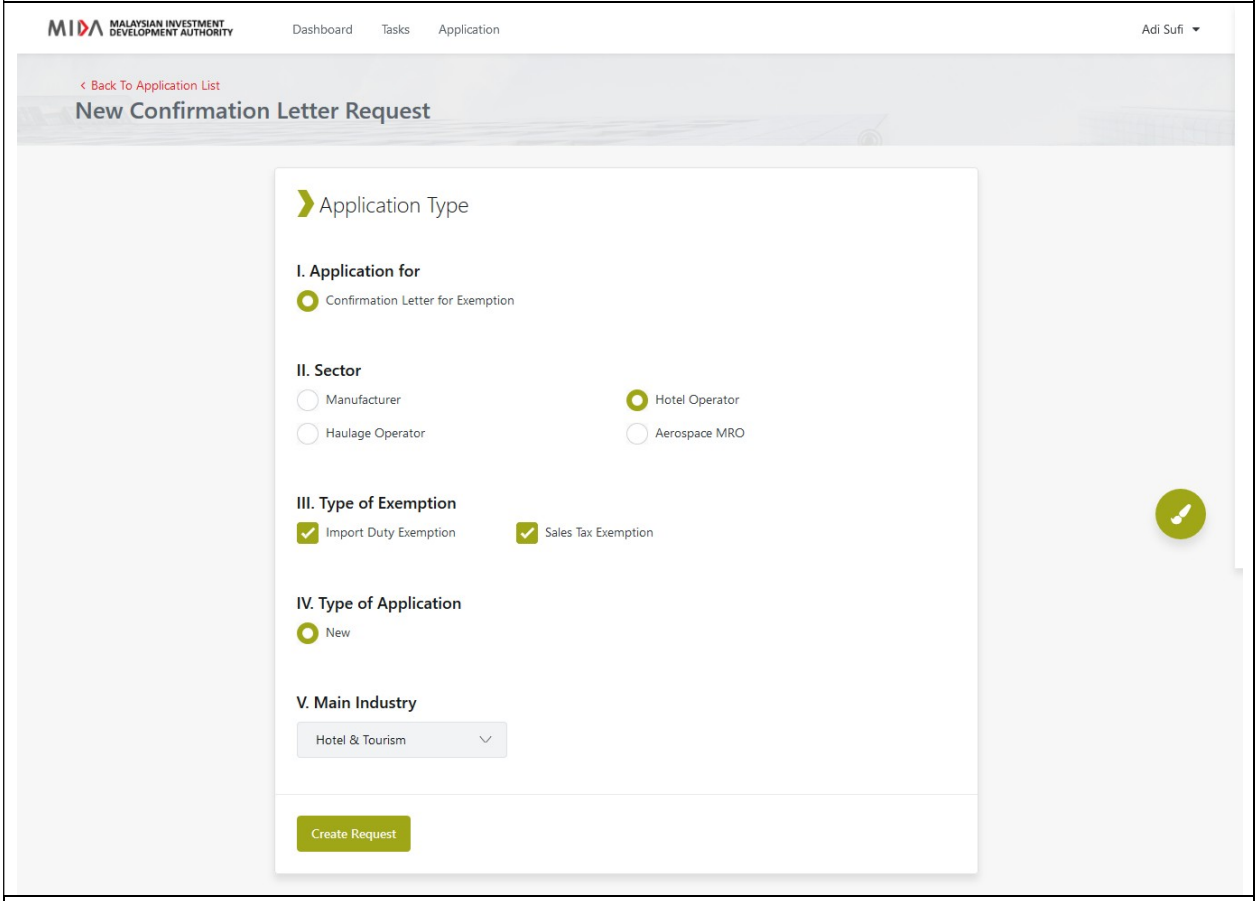
1. At InvestMalaysia login page, insert:
    a) Email
    d) Password
    b) Click **'CONTINUE'** button.



2. At Dashboard, click **[My Applications]**
3. System will redirect to **'Application'** page



4. Click **[Create New Application]**

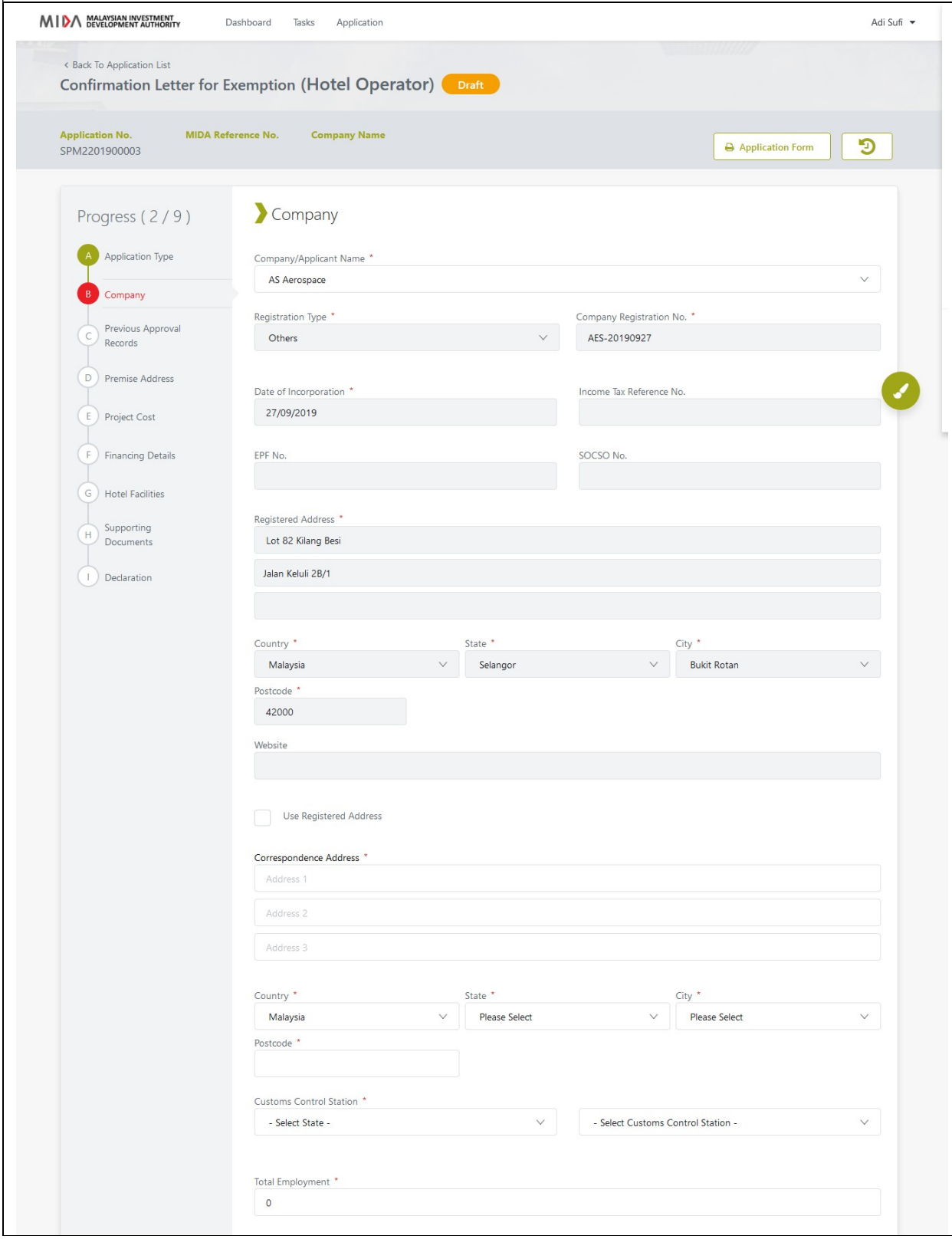


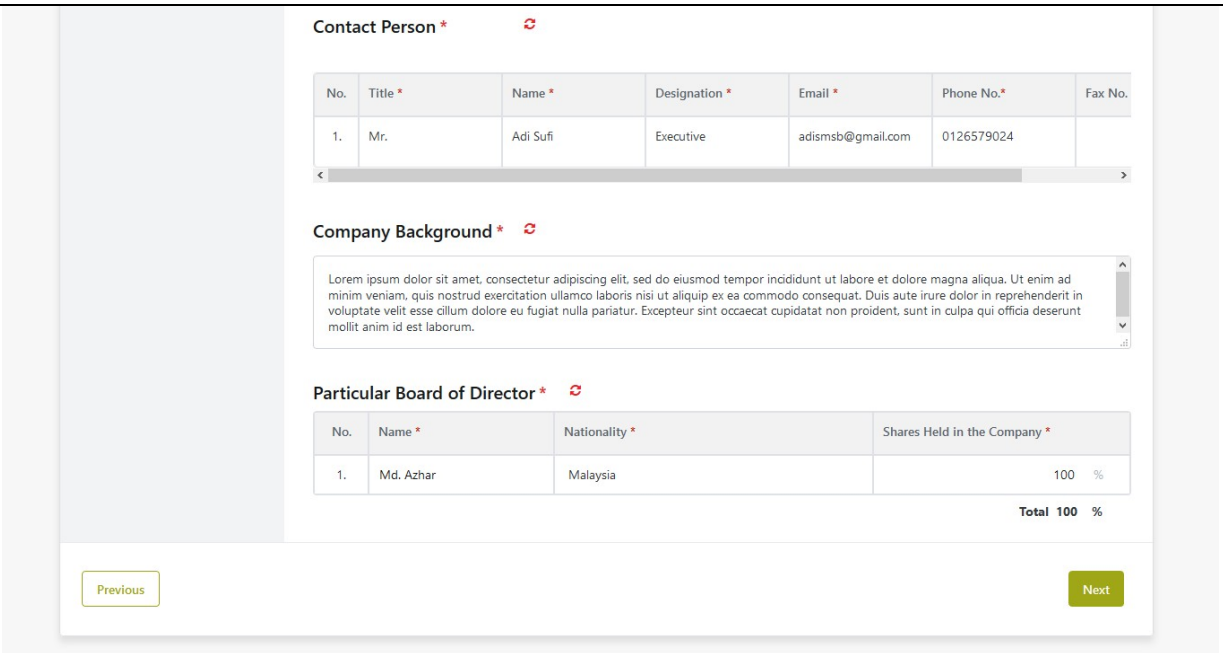
5. Select:
    a) Application for: Confirmation Letter for Exemption
    b) Sector: Hotel Operator
    c) Type of Exemption
    d) Type of Application: New

e) Main Industry

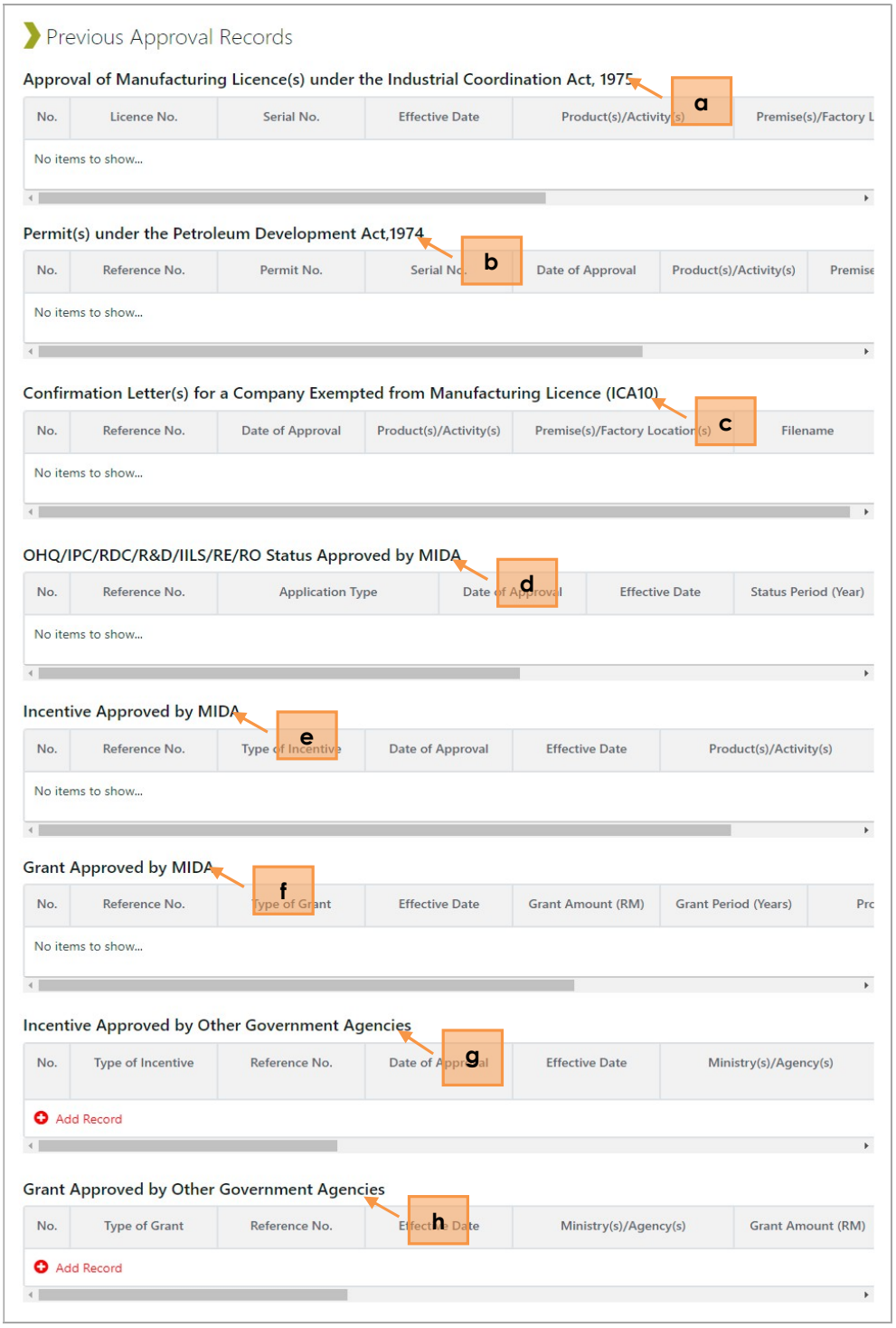
6. Click **[Create Request]**

7. System will redirect to **'Company Section'**



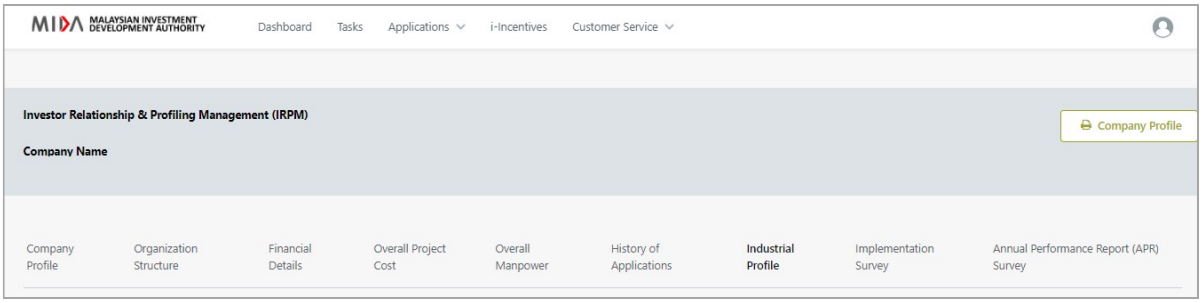


8. Fill in required details in:
    a) Company
    b) Contact Person
    c) Company Background
    d) Particular Board of Director
9. Click **[Next]**
10. System will redirect to **'Previous Approval Records'**



Fill in all required information in the Company Profile

11. Go to Company Dashboard and click the **[Company Profile]** link



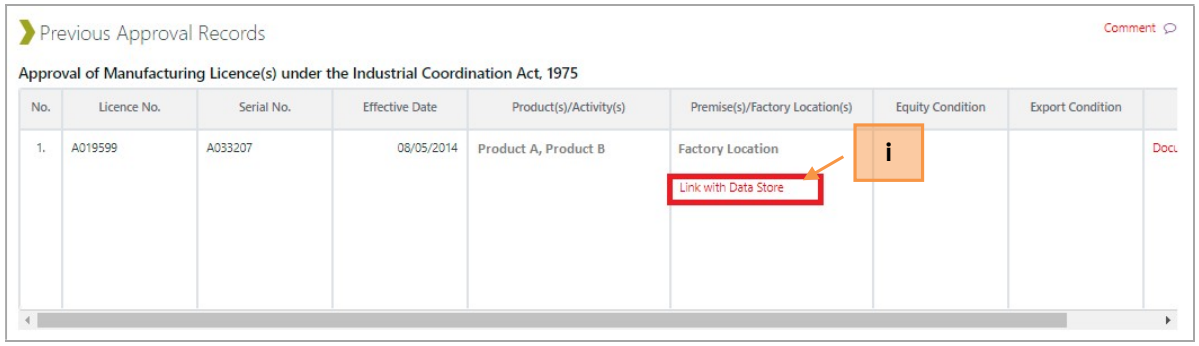
12. Click the **[Industrial Profile]** tab

a) Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

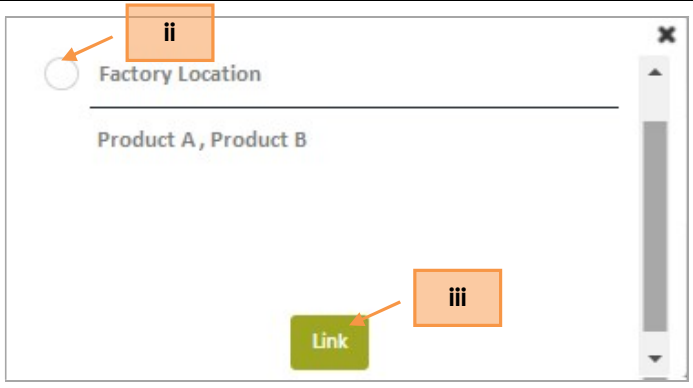
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.1 and 3.8.2)

- Only Verified Manufacturing Licence(s) will be displayed in this section.

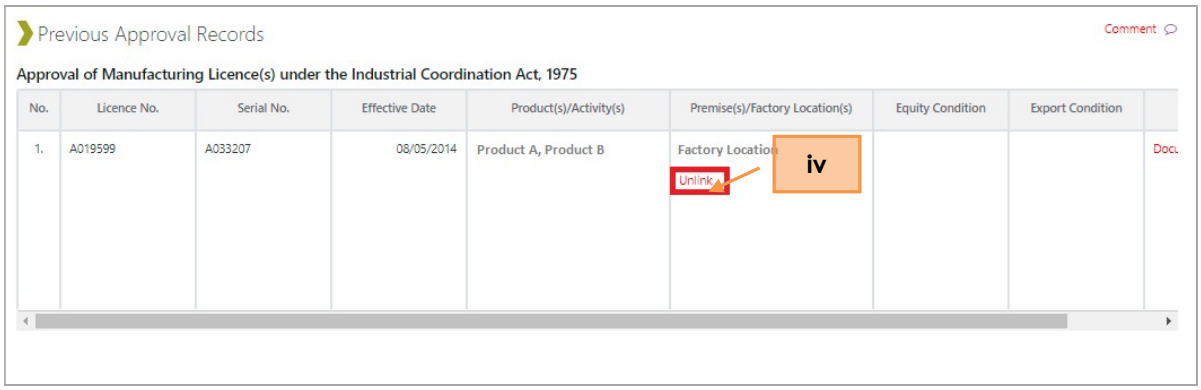


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

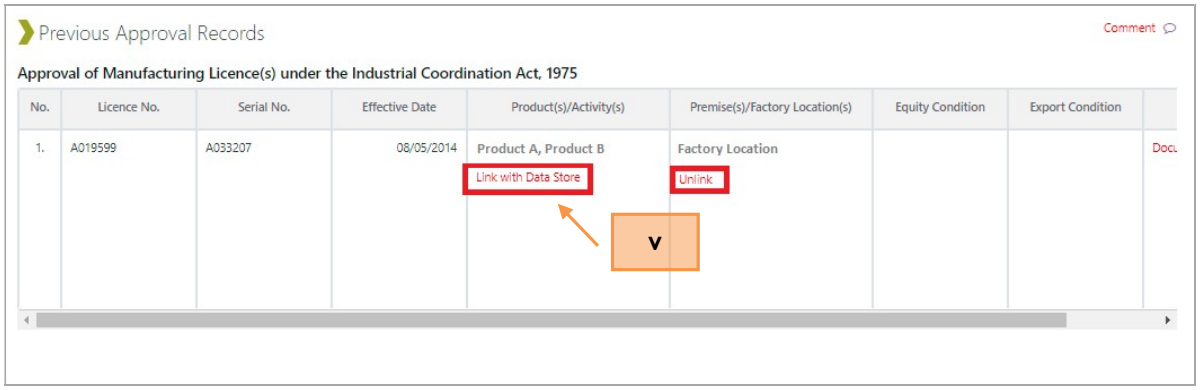


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

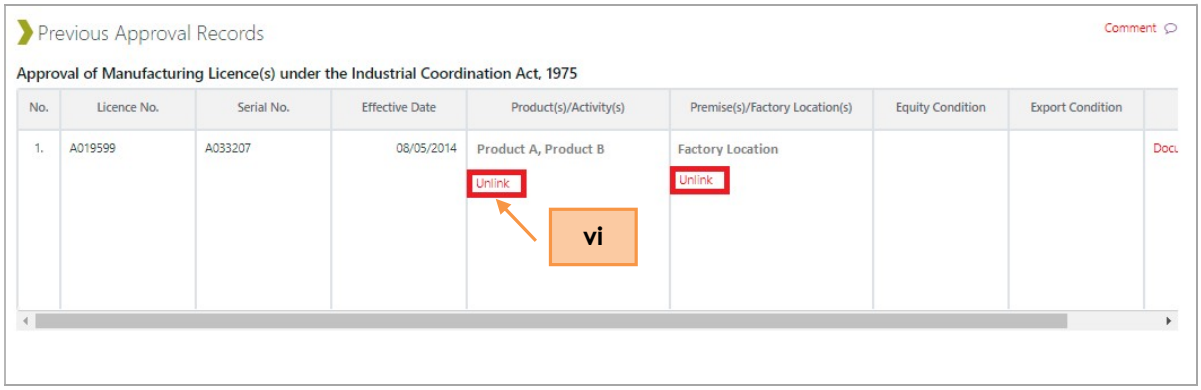
iii. Click the **[Link]** button



iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.

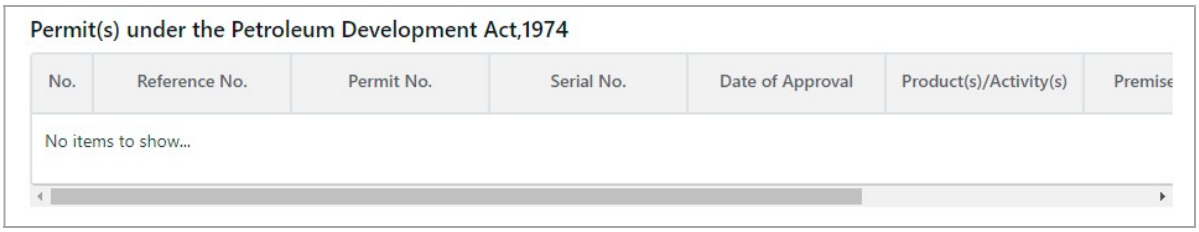


v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the

wrong Product(s)/Activity(s).

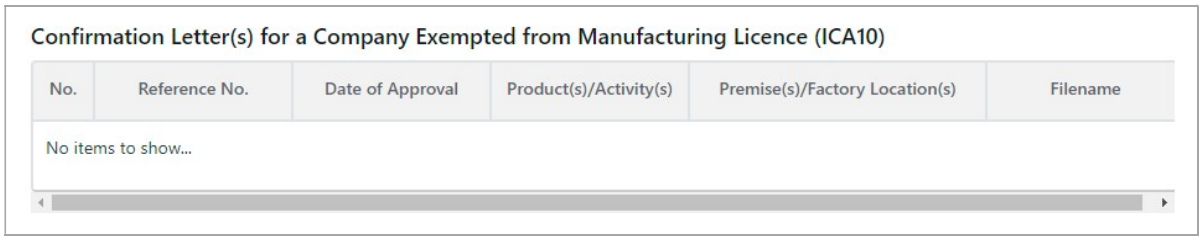


b) Permit(s) under the Petroleum Development Act,1974

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.3)

- Only Verified Permit(s) will be displayed in this section.

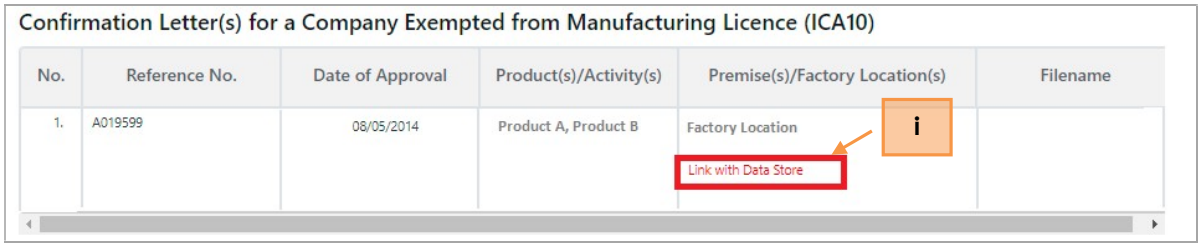


c) Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA10)

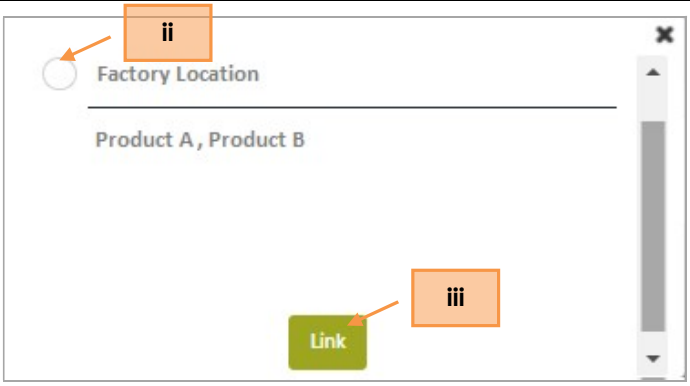
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.5)

- Only Verified Confirmation Letter(s) will be displayed in this section.



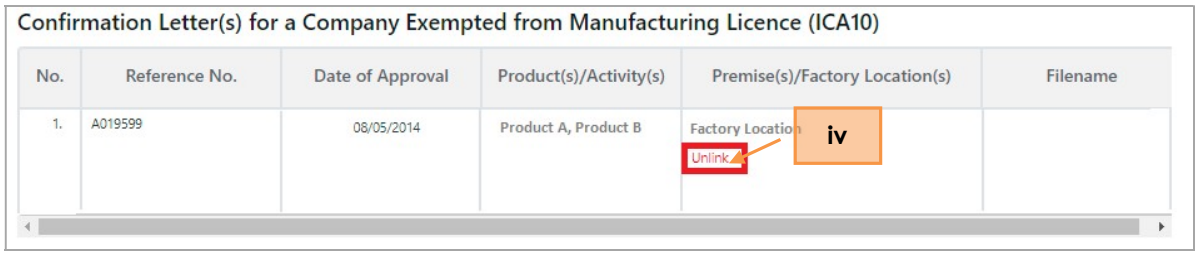
i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).



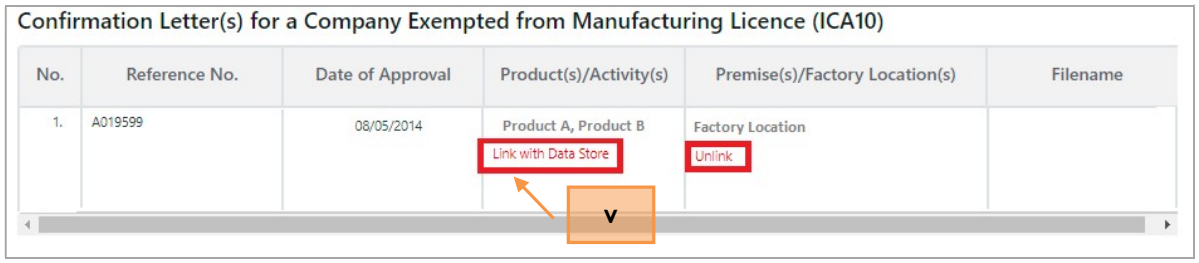
ii. Select the Factory Location radio button (Please ensure the Factory Location is same

then can proceed to link/sync.

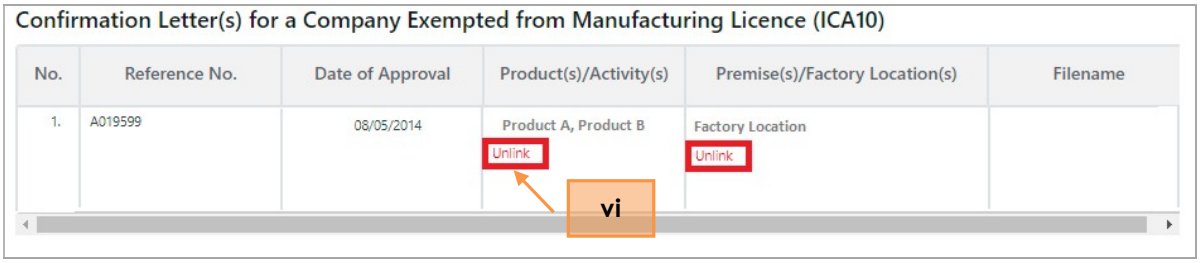
iii. Click the **[Link]** button



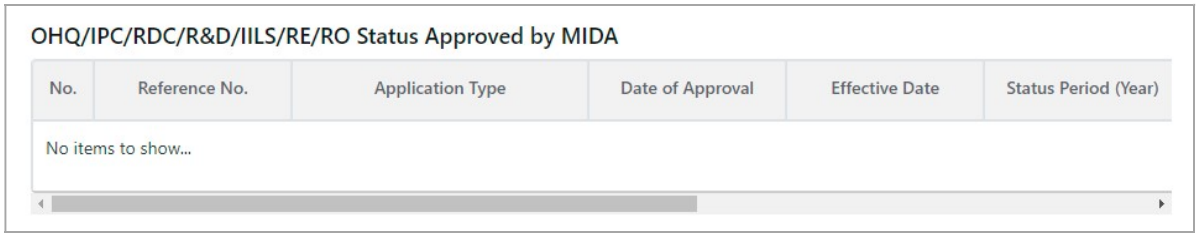
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).



d) OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.6)

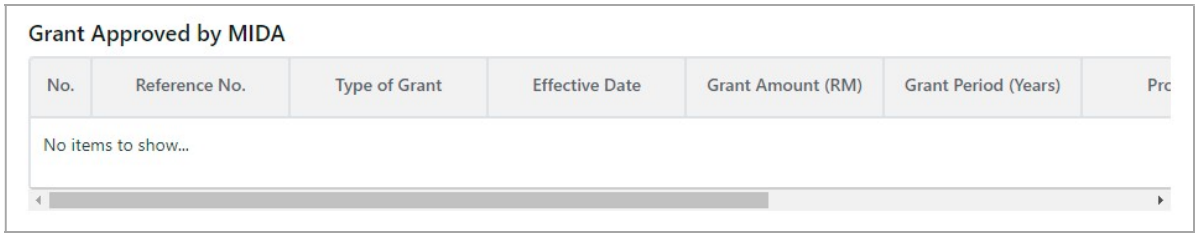
- Only Verified OHQ/IPC/RDC/R&D/IILS/RE/RO will be displayed in this section.

e) Incentive Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.7)

- Only Verified Incentive will be displayed in this section.



f) Grant Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.8)

- Only Verified Grant will be displayed in this section.

g) Incentive Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

iii. Fill in required details:

- Type of Incentive
- Reference No.
- Date of Approval
- Effective Date
- Ministry(s)/Agency(s)
- Incentive Period (Years)
- Product(s)/Activity(s)

- Premise(s)/Factory Location(s)
- Incentive Status
- Filename (Attachment)

iv. Click **[Save) button**

v. The system will save and display an Incentive Approved by Other Government Agencies record.

h) Grant Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

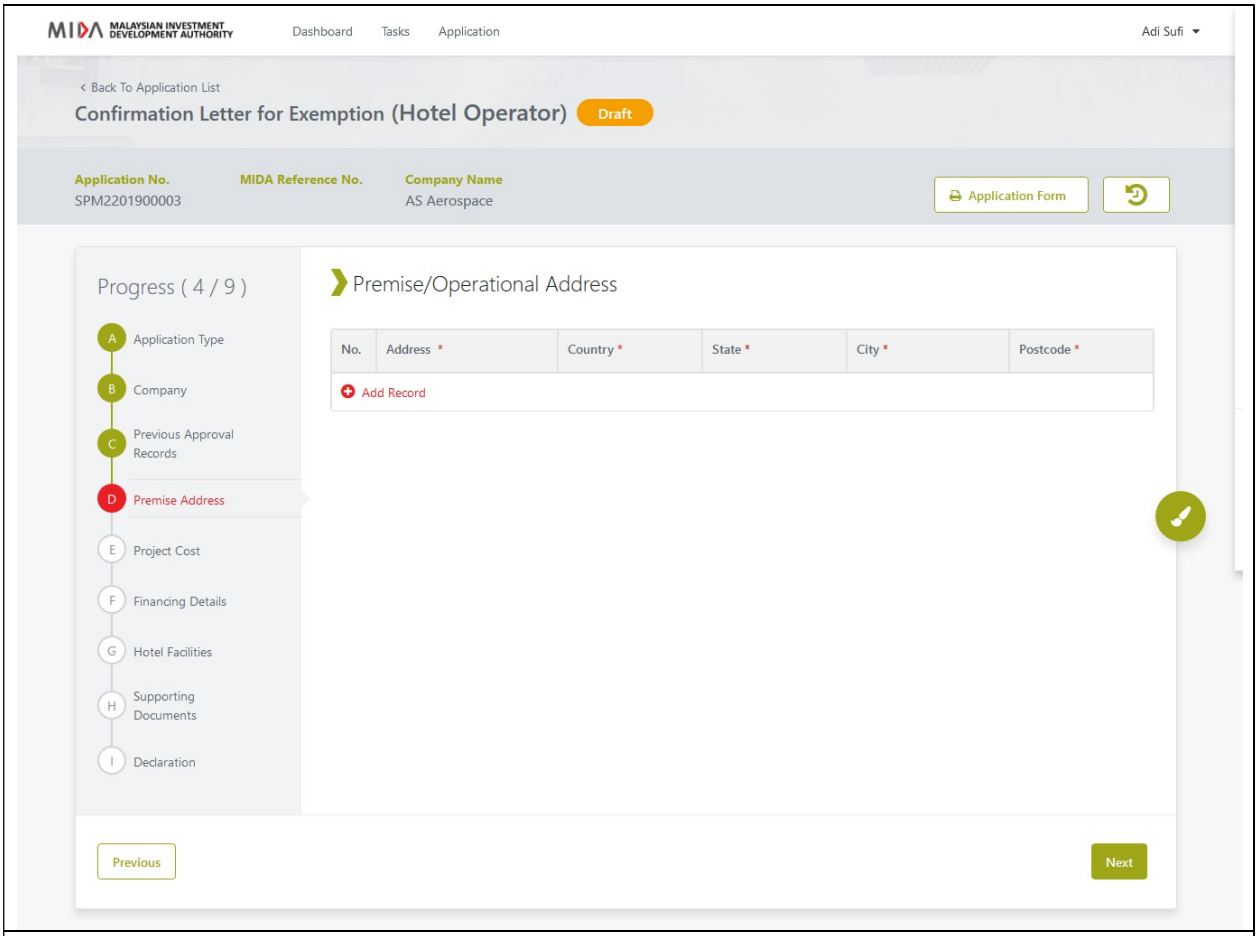
iii. Fill in required details:

- Type of Grant
- Reference No.
- Effective Date
- Ministry(s)/Agency(s)
- Grant Amount (RM)
- Grant Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)
- Grant Status
- Filename (Attachment)

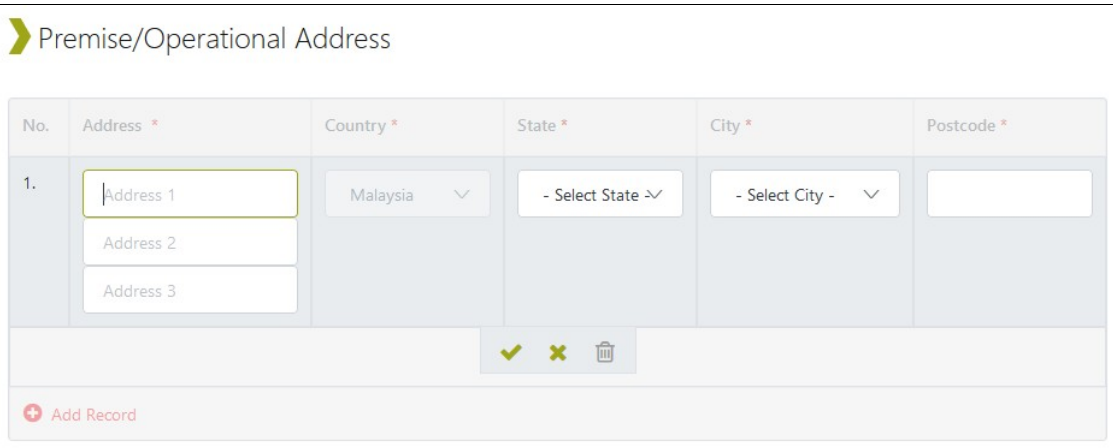
iv. Click **[Save) button**

v. The system will save and display a Grant Approved by Other Government Agencies record.

13. Click **[Next]**
14. System will redirect to **'Premise/Operational Address'**

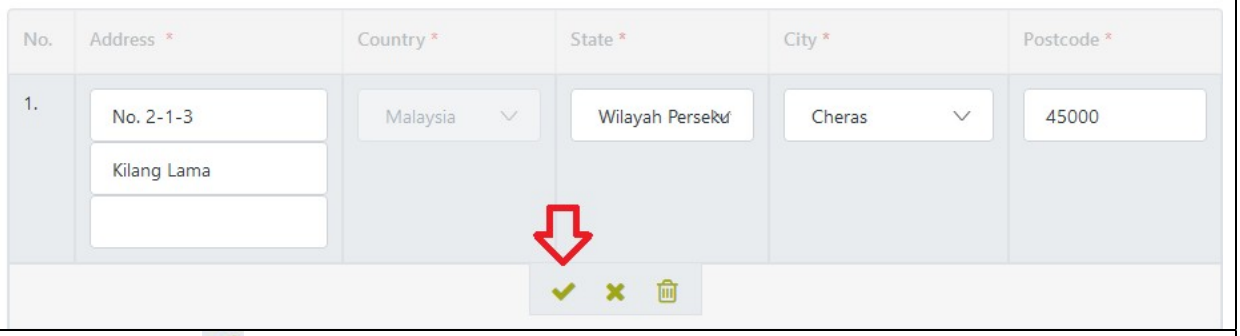


15. Fill in required details in **'Premise/Operational Address'**
16. Click **[+Add Record]**
17. System will add new row to insert address details



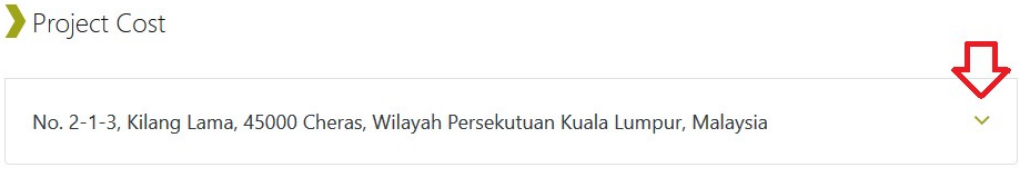
18. Fill in required details:
    a) Address
    b) Country
    c) State
    d) City

e) Postcode

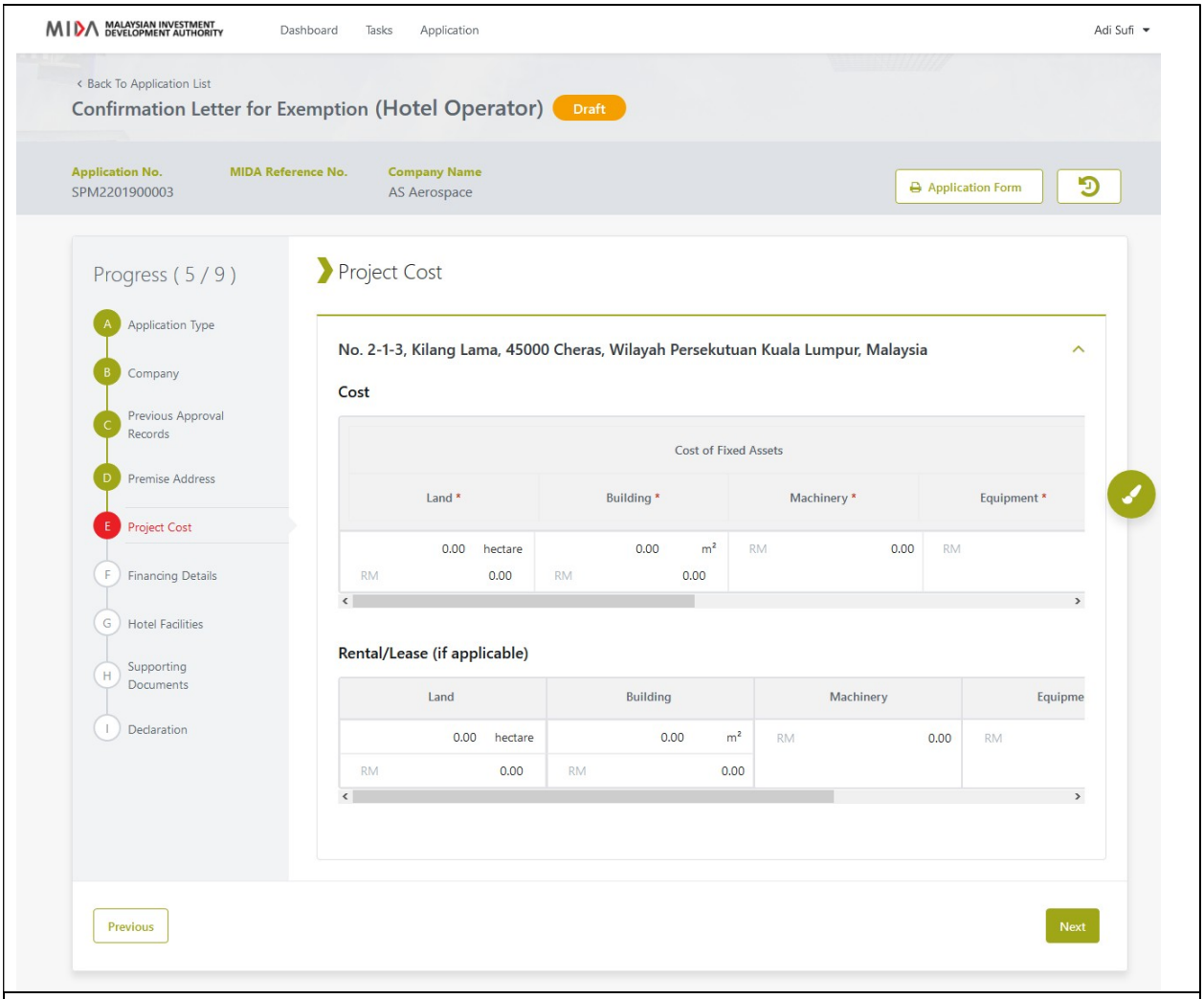


19. Click (save) button
20. System will save and display the address

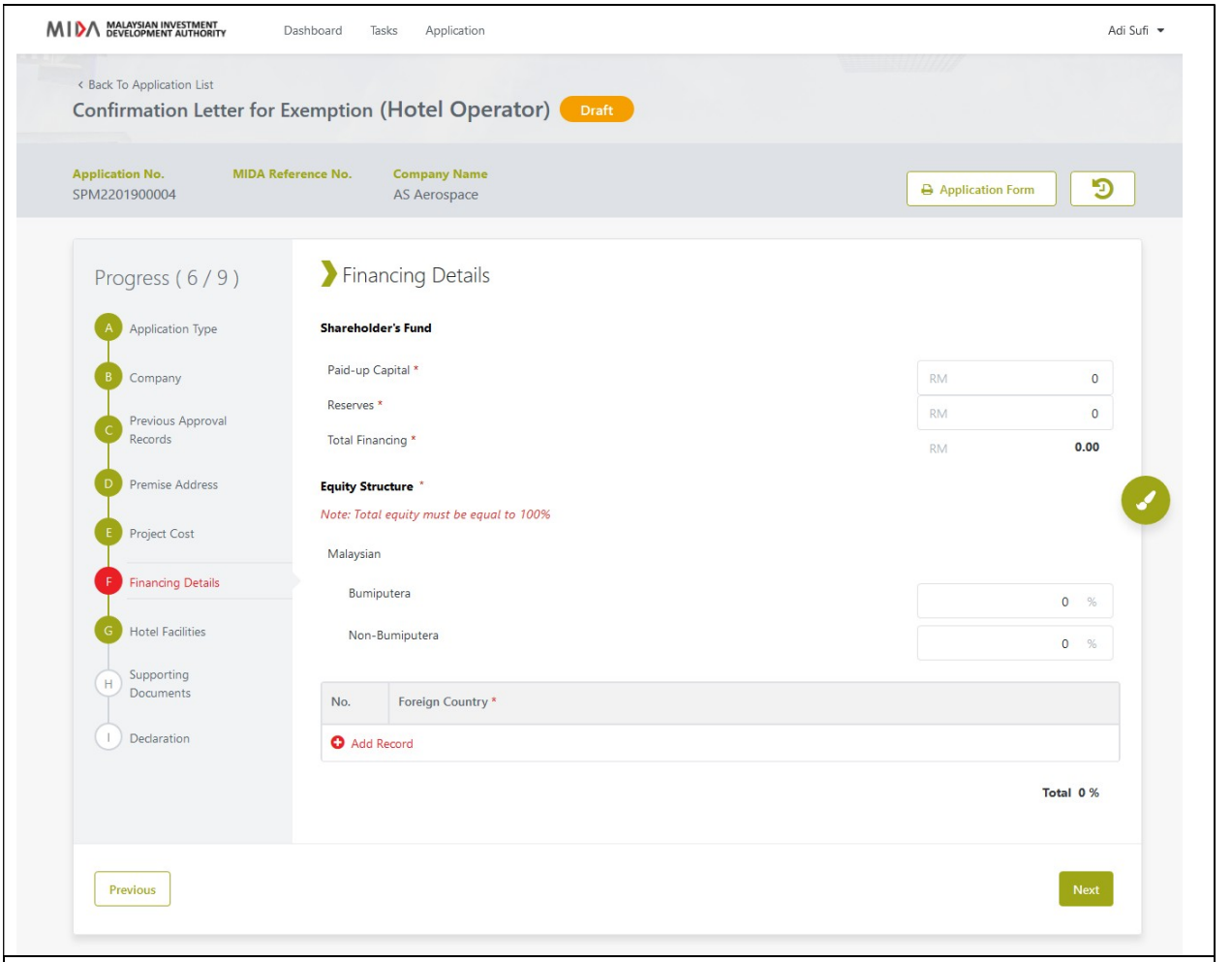
21. Click **[Next]**
22. System will redirect to **'Project Cost'**



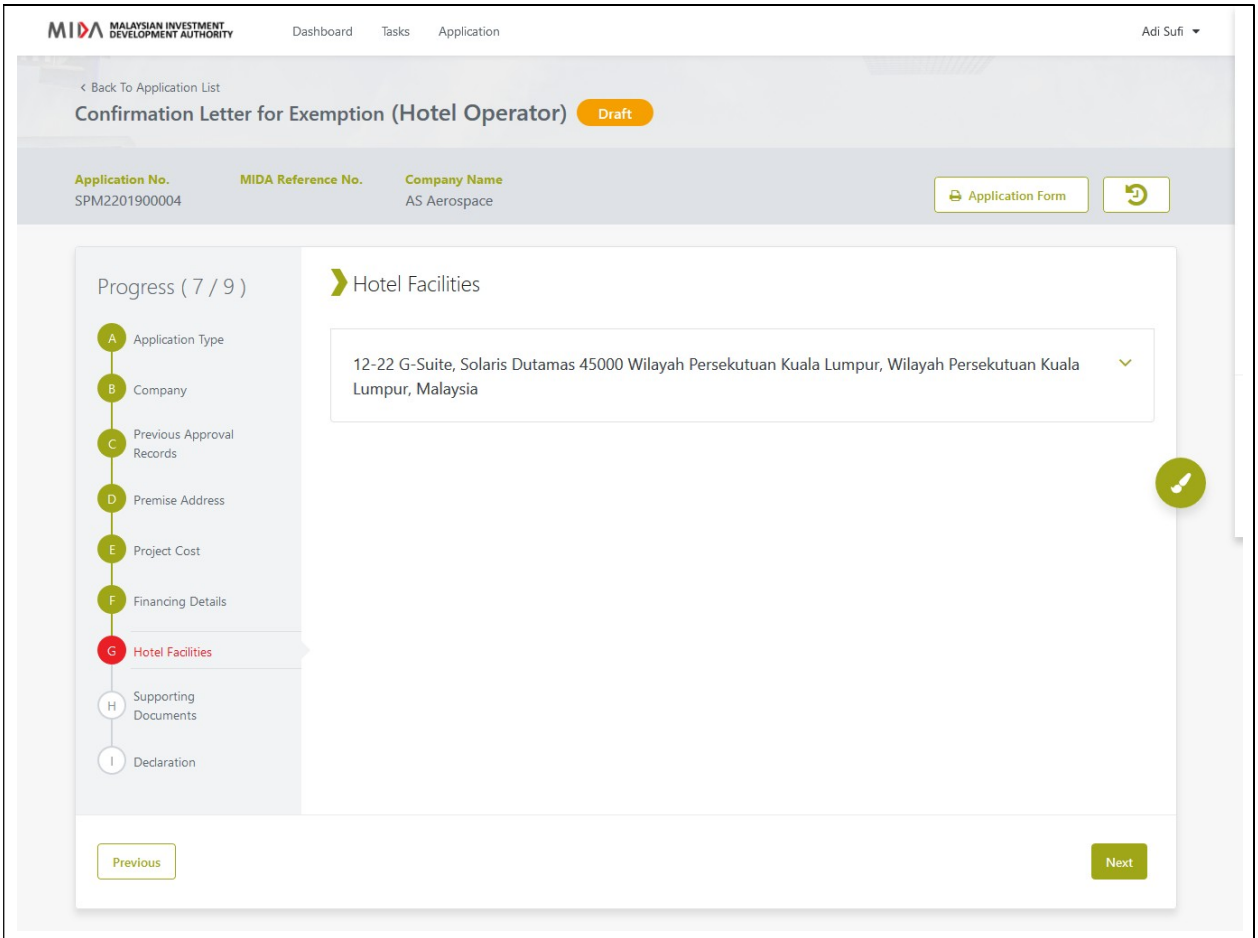
23. Click on the (expand) button to expand the project cost details



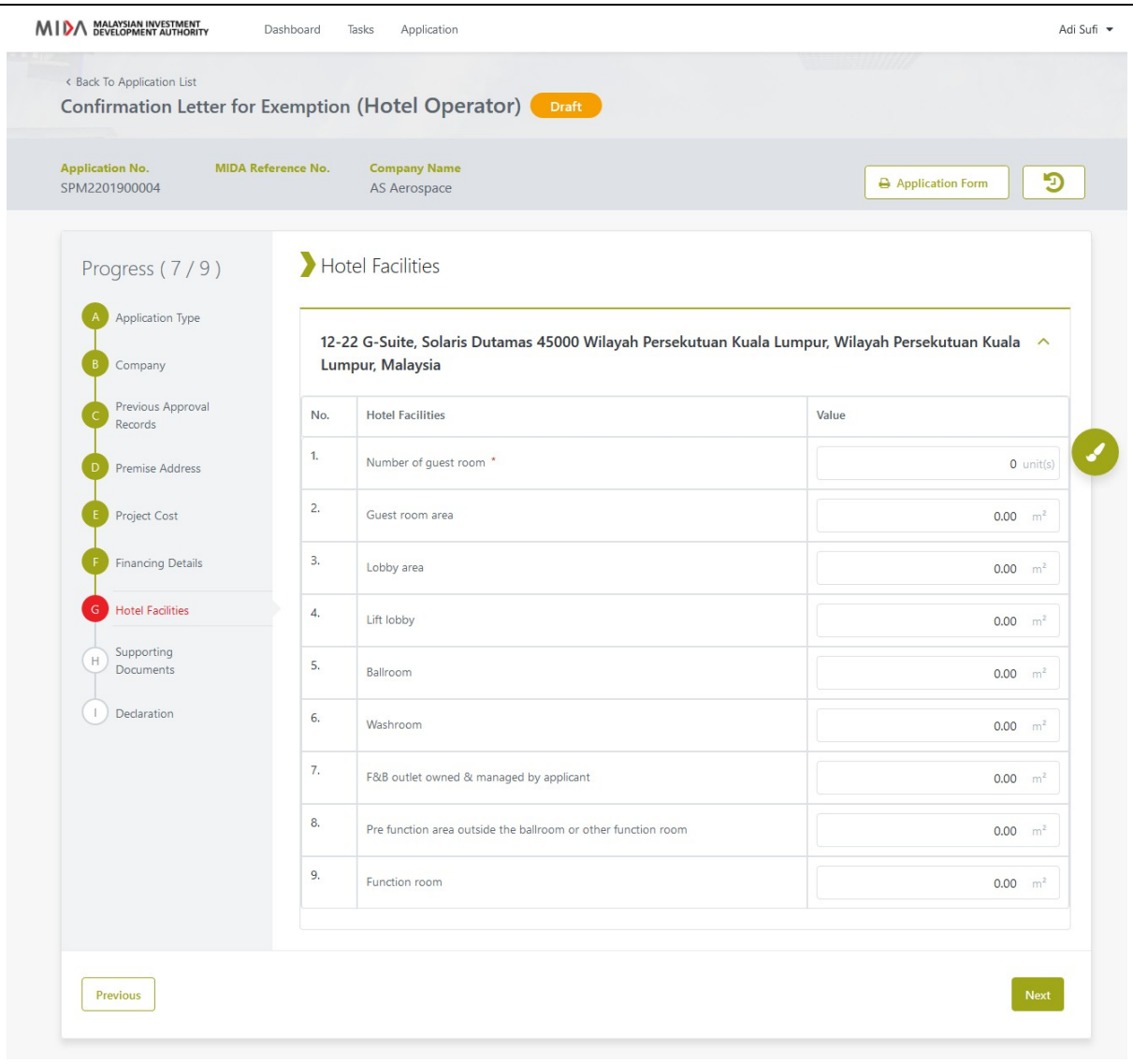
24. Fill in required details:
    a) Cost
    b) Rental/Lease (if applicable)
25. Click **[Next]**
26. System will redirect to **'Financing Details'**



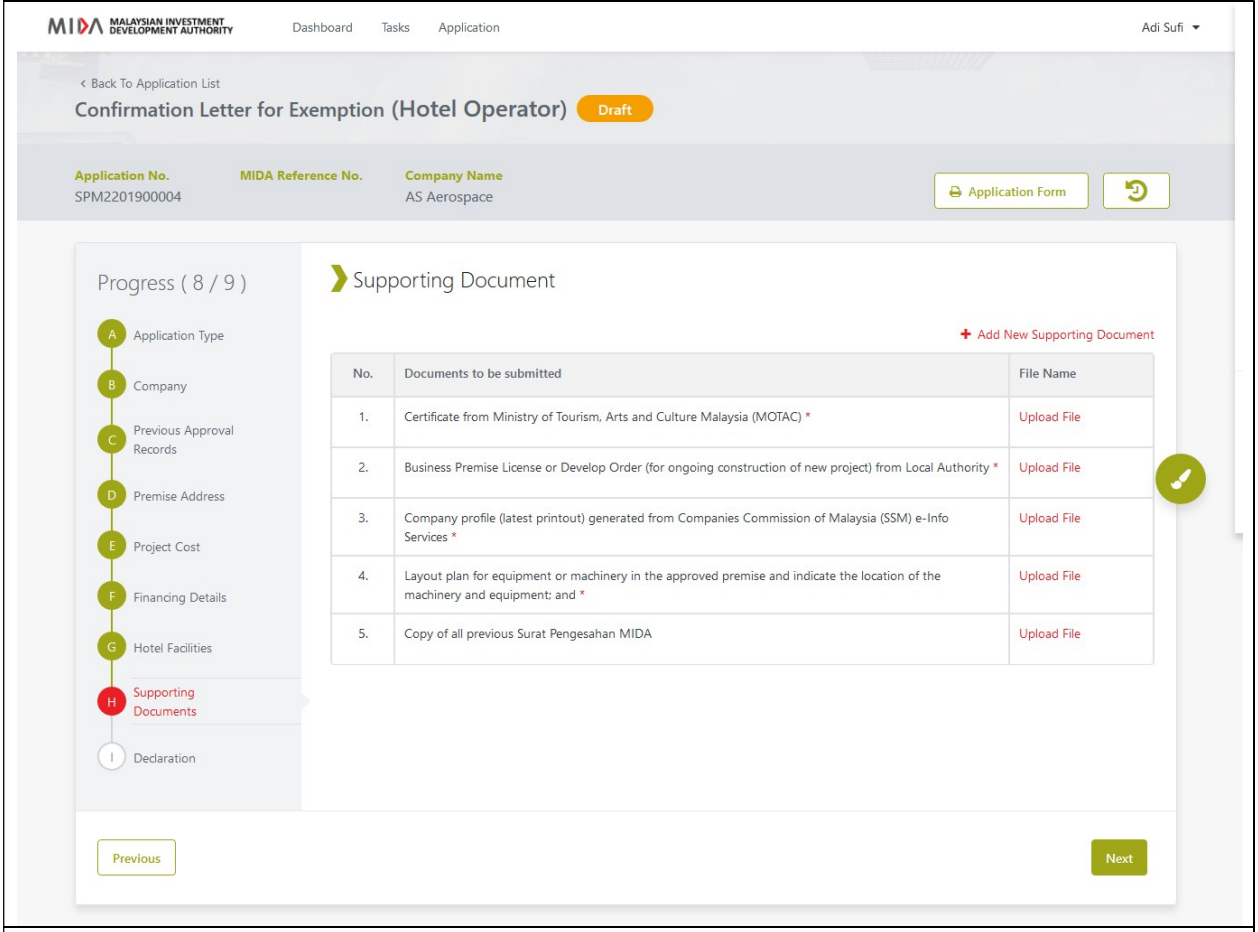
27. Fill in required details in:
    a) Shareholder's Fund
    b) Equity Structure
        i. Malaysian Bumiputera
        ii. Malaysian Non-Bumiputera
        iii. Foreign
28. Click **[Next]**
29. System will redirect to **'Hotel Facilities'**



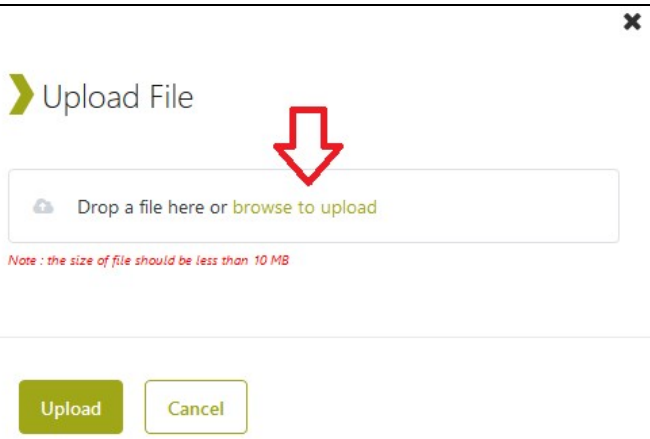
30. Click on the (expand) button to expand the project cost details



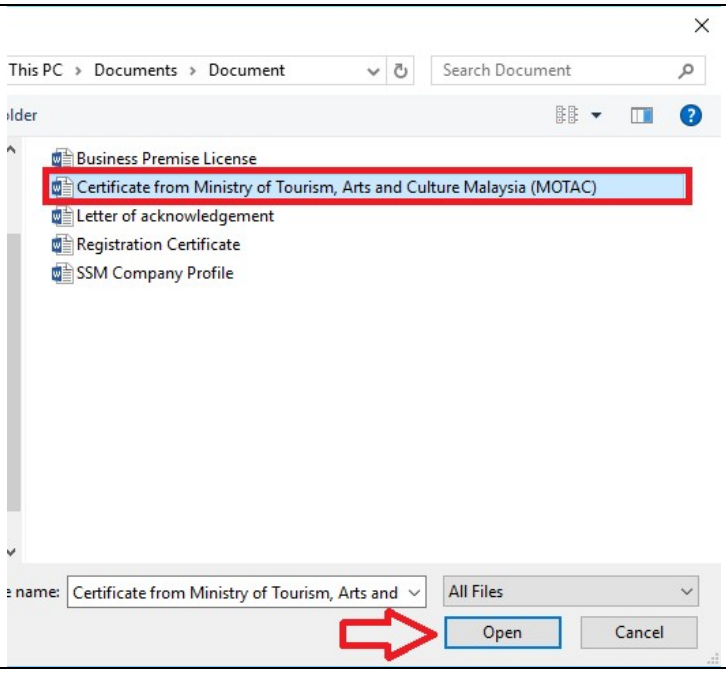
31. System will display the **'Hotel Facilities'** details
32. Fill in required details
    a) Value
33. Click **[Next]**
34. System will redirect to **'Supporting Document'**



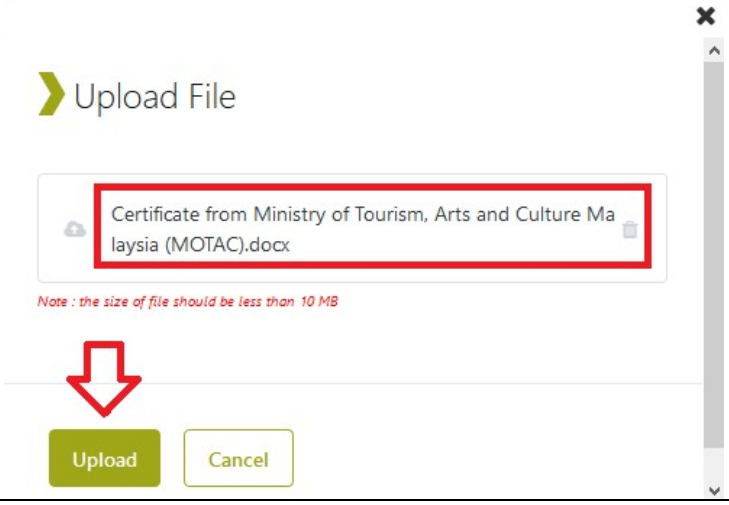
35. Upload mandatory document (denoted as '*' sign) by click **[Upload File]**
36. System will display pop-up message **'Upload File'**



37. Click **'browse to upload'**
38. System will open windows file upload



39. Select a file and click **[Open]**
40. System will display the filename and ready to be uploaded.

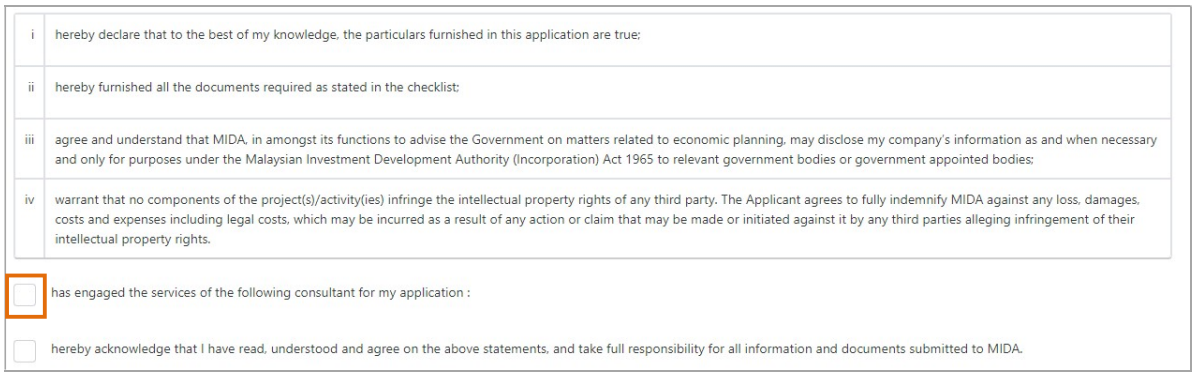


41. Click **[Upload]**
42. System will display the filename at **'Supporting Document'**

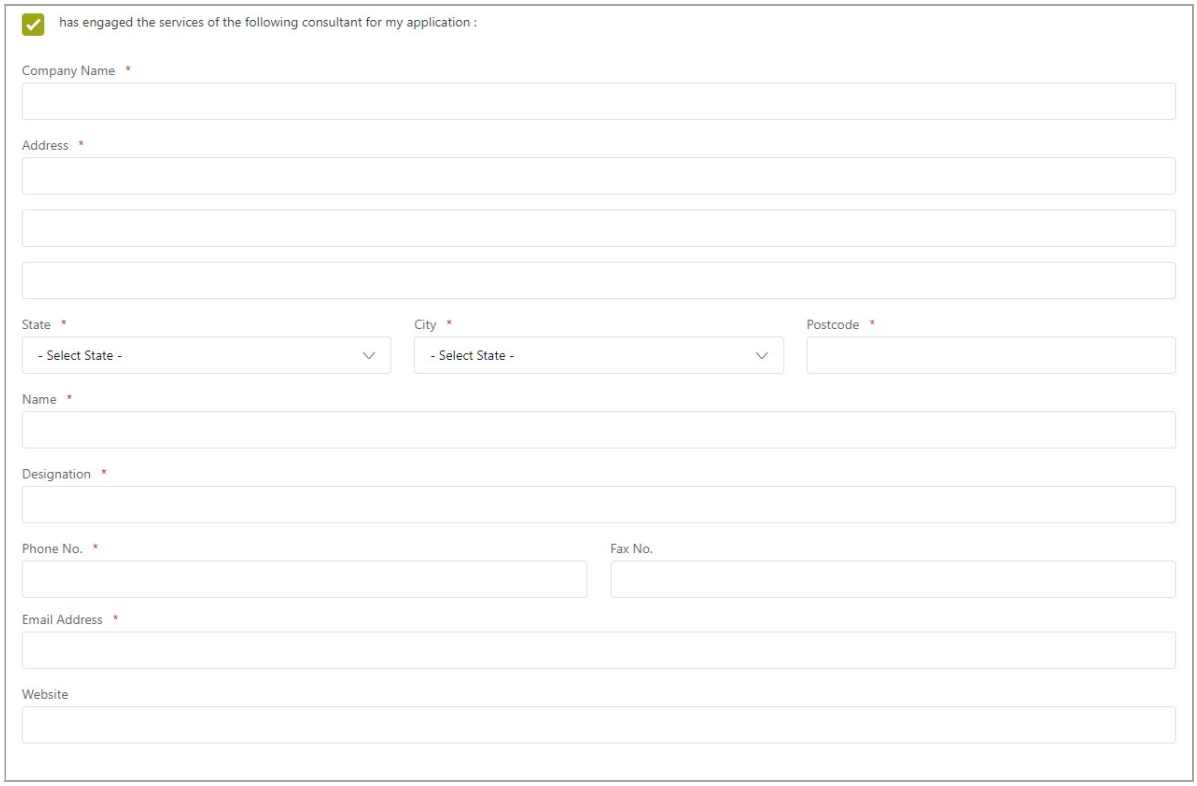
43. Click **[Next]**
44. System will redirect to **'Declaration'**

45. Click the dropdown **'Name'**
46. Select an Authorised Person from the dropdown list.

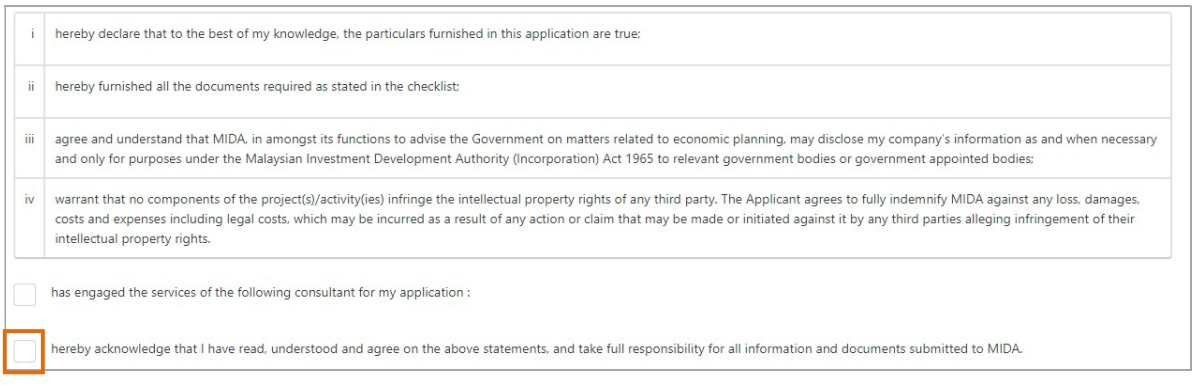
47. The system will auto-fill:
    a) Identity No./Passport No.
    b) Designation



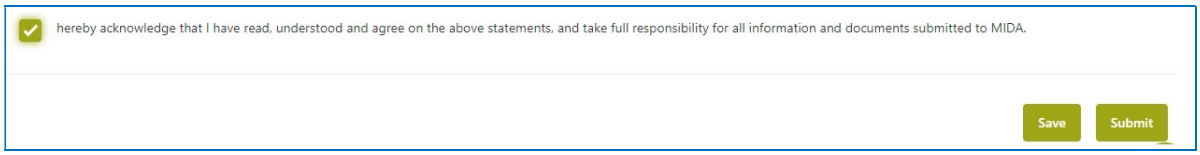
48. Tick the checkbox if engaging consultant services.



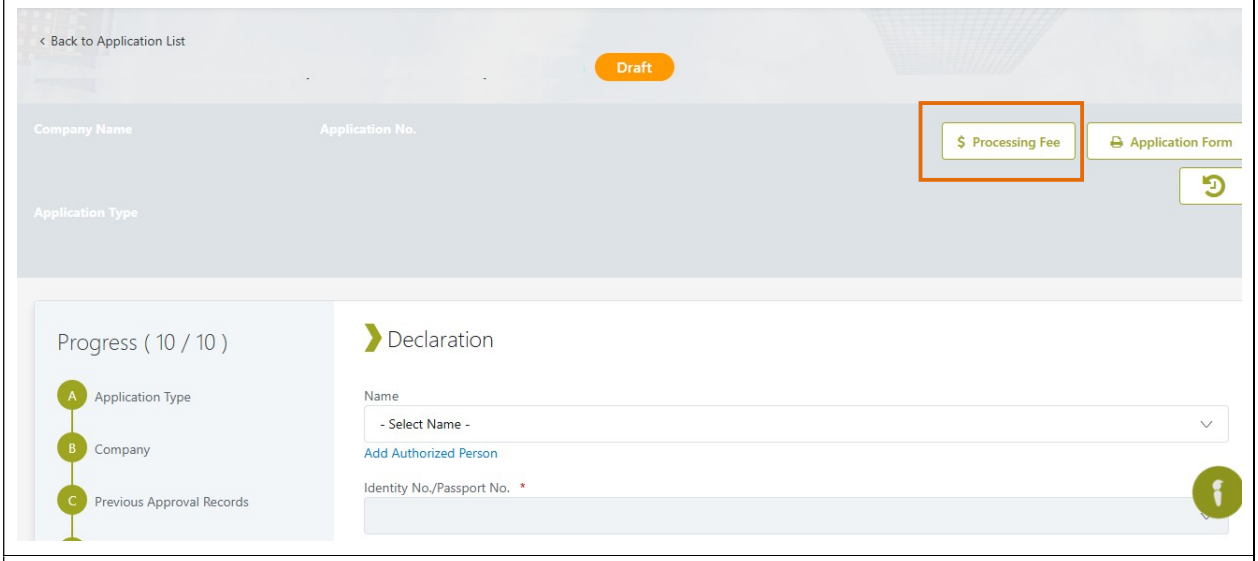
49. Fill in Consultant details such as:
    a. Company Name
    b. Address
    c. State
    d. City
    e. Postcode
    f. Name
    g. Designation
    h. Phone No.
    i. Fax No.
    j. Email Address
    k. Website

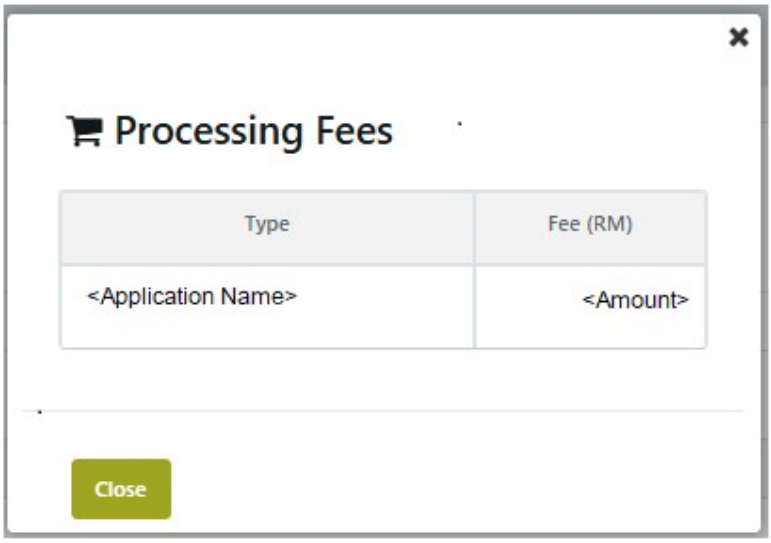


50. Tick the checkbox to agree with the terms and conditions stated in the **'Declaration'** section.

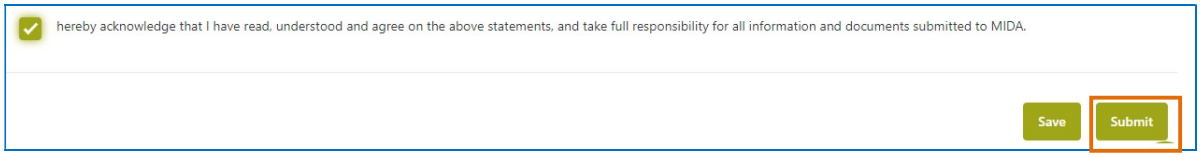


51. Click the **[Save]** button. The system will display a success message.

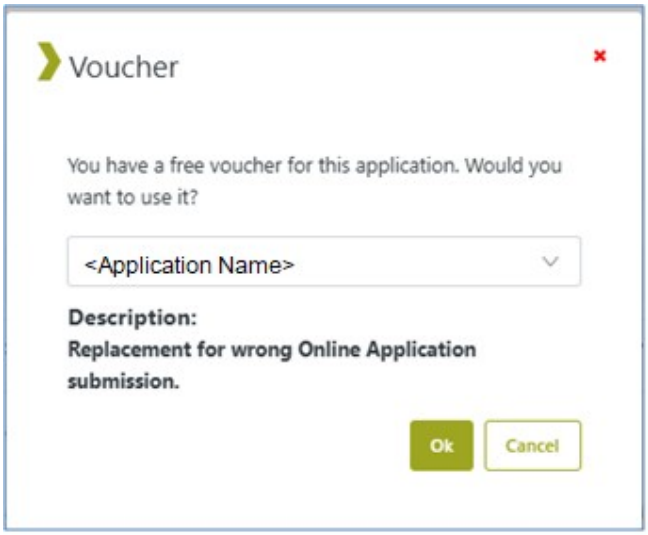




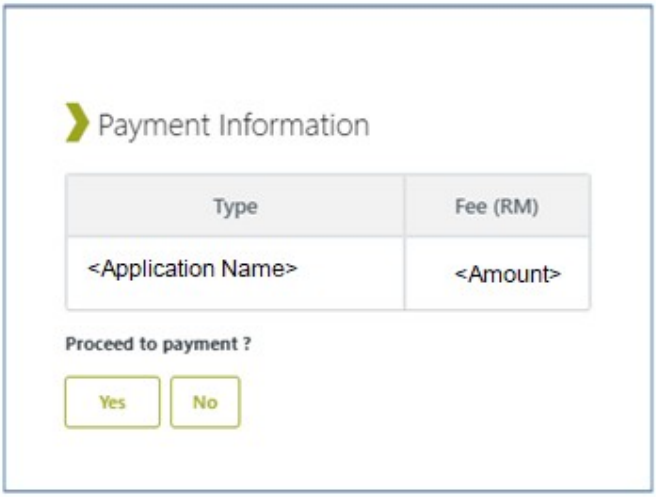
52. To check the application processing fee in the application header, click the [**Processing Fee**] button.



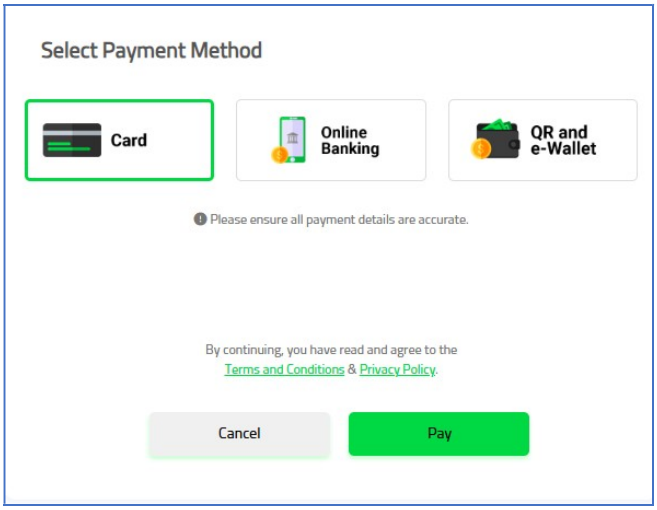
53. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company has a free voucher, allowing it to be applied.



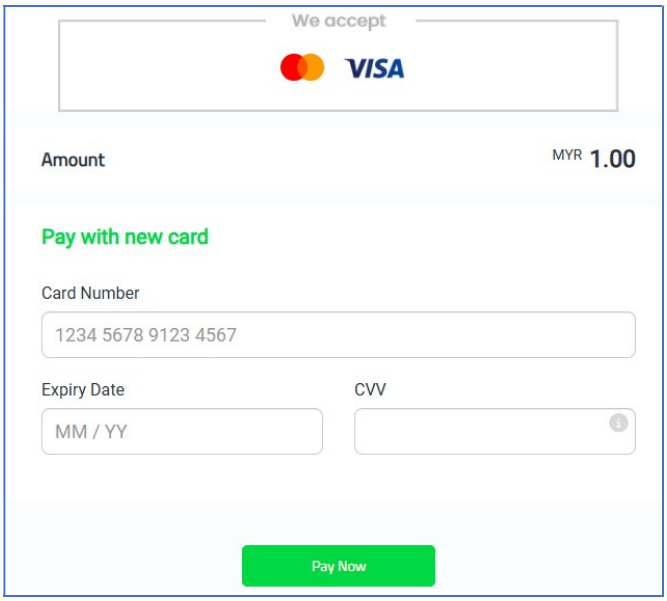
54. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company either does not have a free voucher or has chosen not to use it.



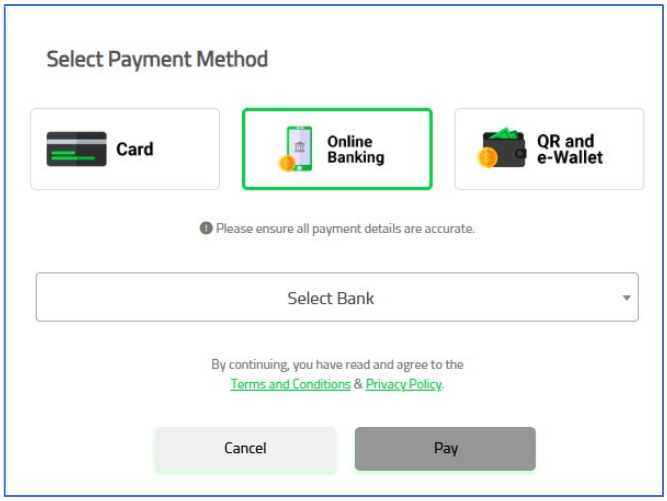
55. If the company clicks [**Yes**] to proceed with payment, the system will display the payment screen for the company to select payment option and click on [**Pay**] to make the payment.



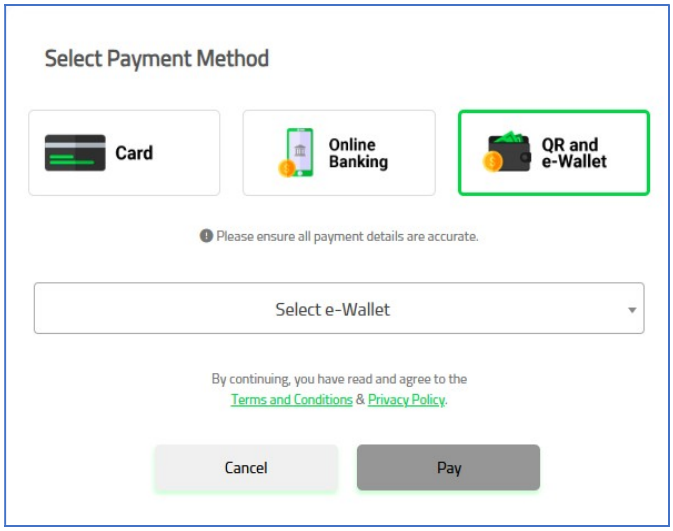
56. If the company select Card as payment option.



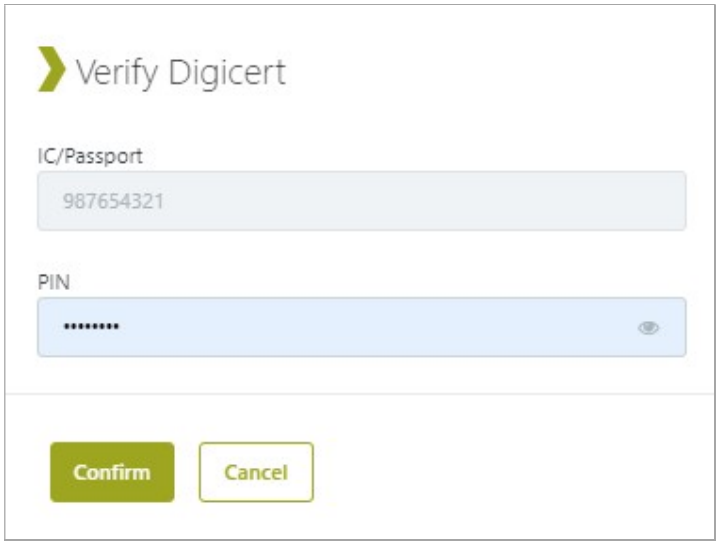
57. If the company select Online Banking as payment option.



58. If the company select QR and e-Wallet as payment option.



59. A popup message will appear to verify the Digicert if the payment has been made or if the application does not require a processing fee.



60. Click the **[Cancel]** button system will return to the **'Declaration'** section.
61. Insert PIN and click the **[Confirm]** button
62. The system will display a success message.

63. The system will show the above pop-up message as the submission is successful. Now the user may wait for the notification email from MIDA regards the further process.

InvestMalaysia - Your application SPM2201900066 is successfully submitted

Dear Adi Sufi,

You have successfully submitted your application to InvestMalaysia Online Portal. MIDA is reviewing the application.

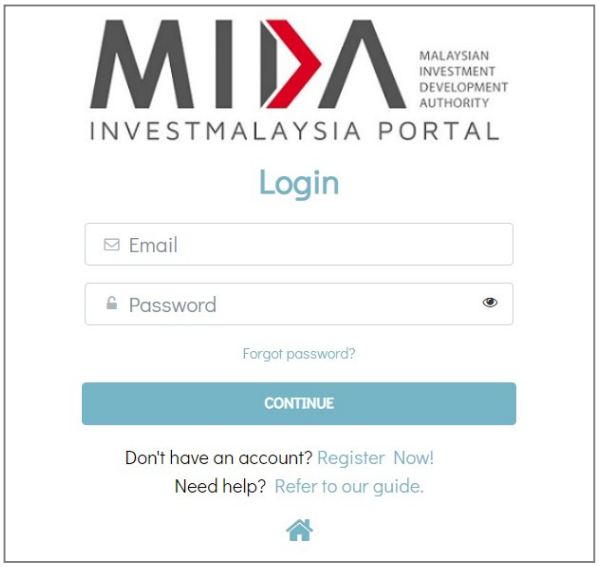
The details of the application are as follows:

Reference No: SPM2201900066
Company Name: Brightside Co.
Application Type: New

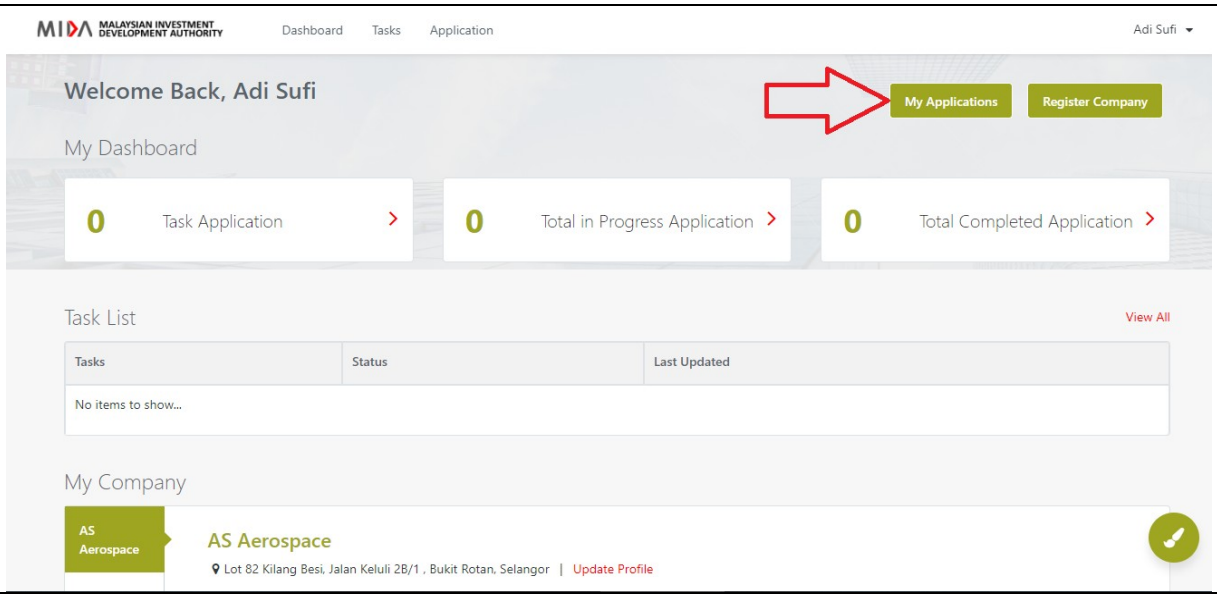
Thank you.

Regards
InvestMalaysia Administrator

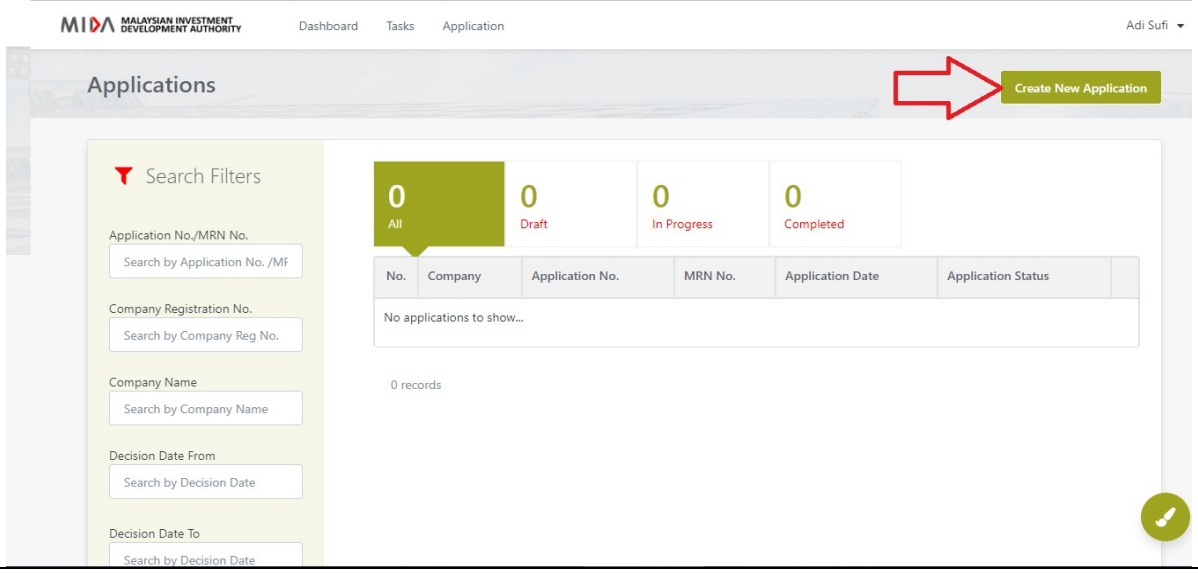
3.4 SPM Haulage Operators



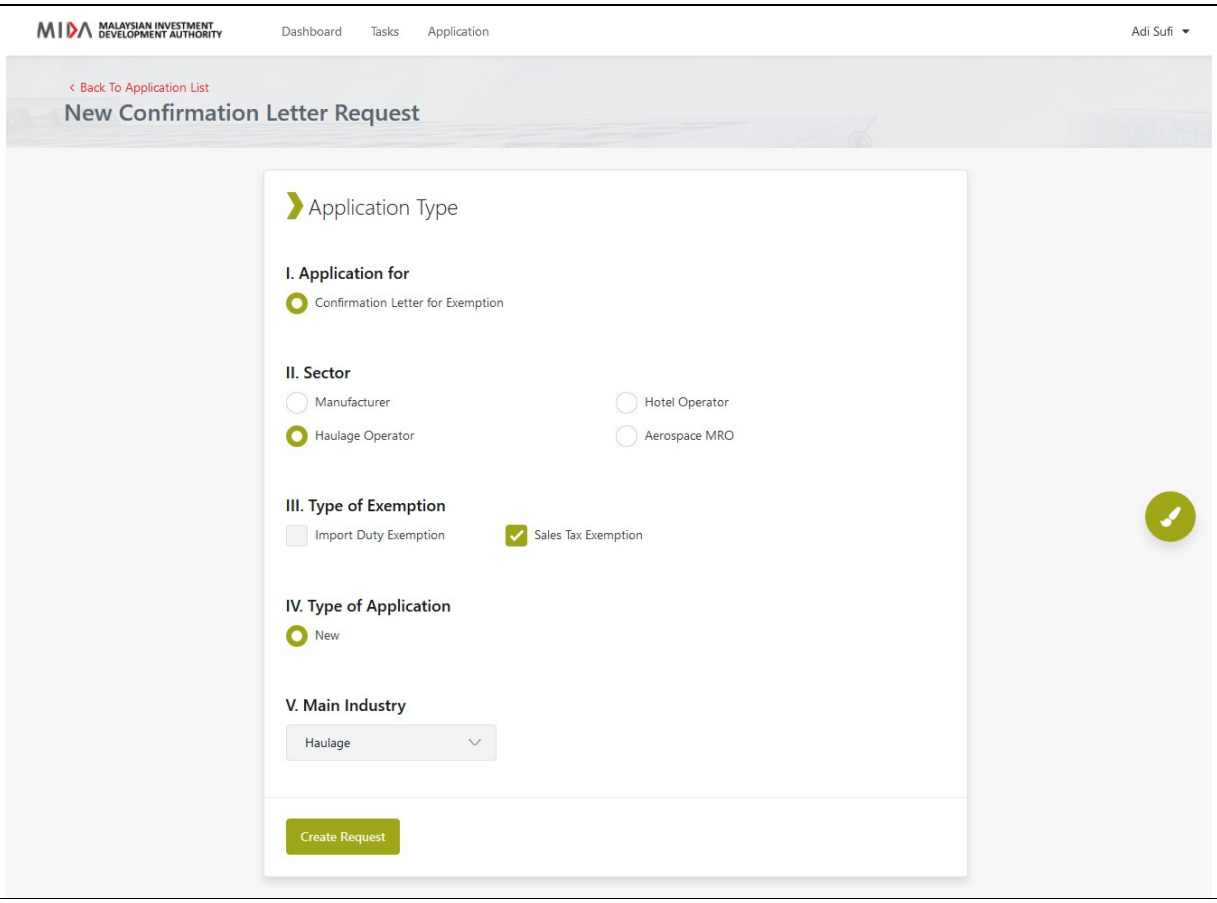
1. At InvestMalaysia login page, insert:
    a) Email
    b) Password



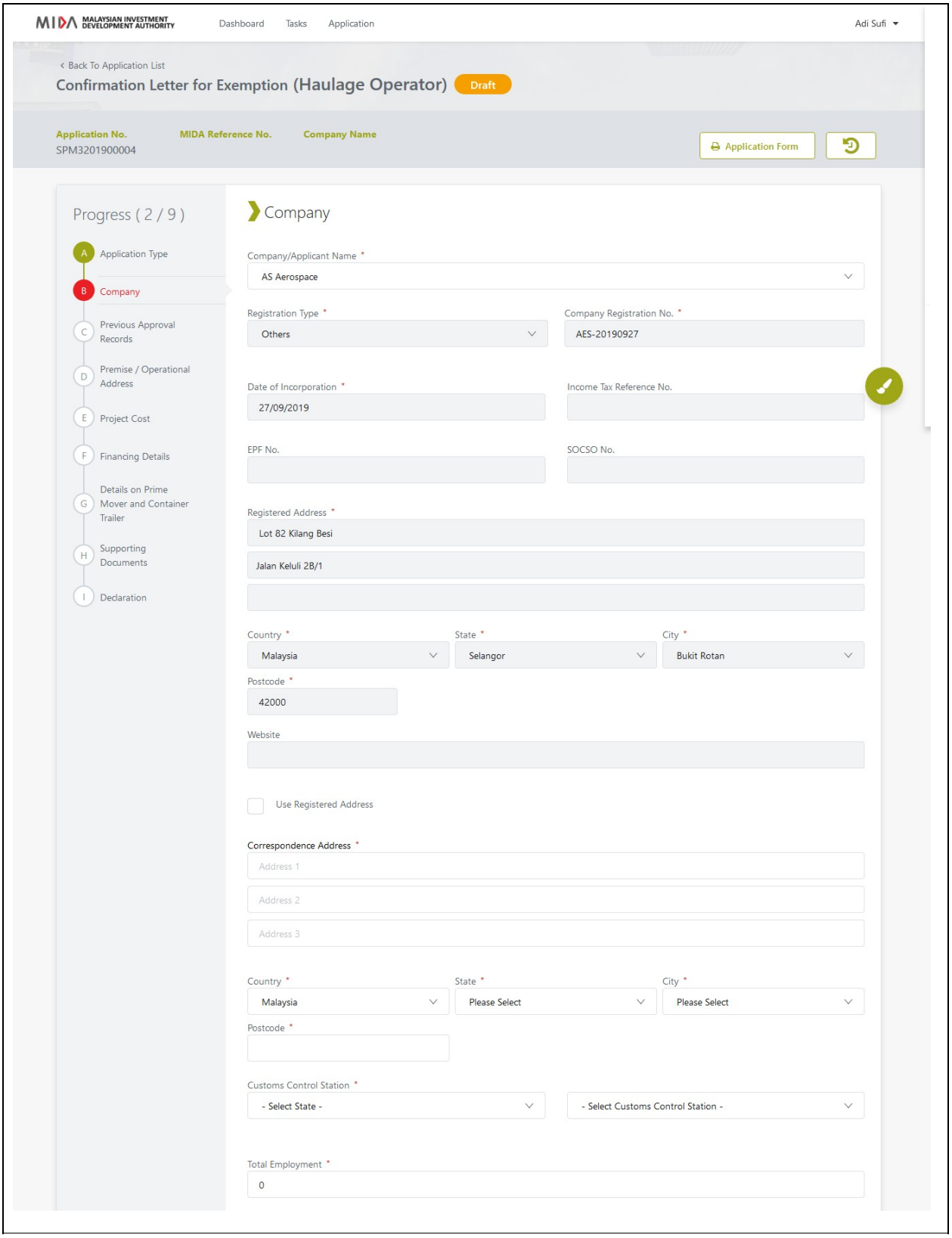
2. At Dashboard, click **[My Applications]**
3. System will redirect to **'Application'** page

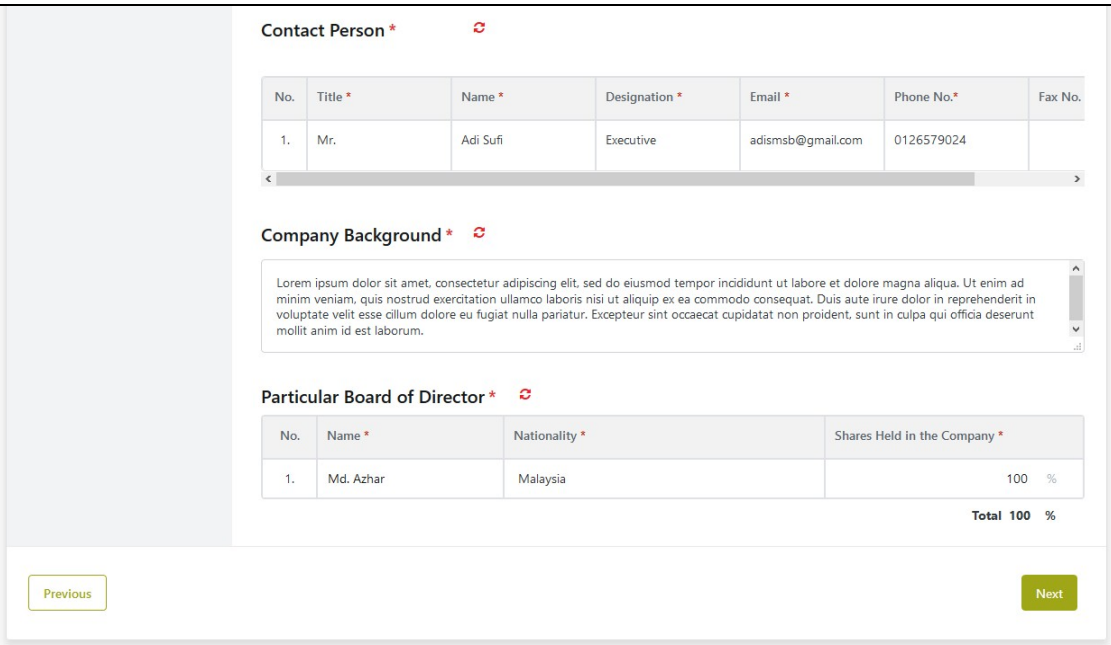


4. Click **[Create New Application]**

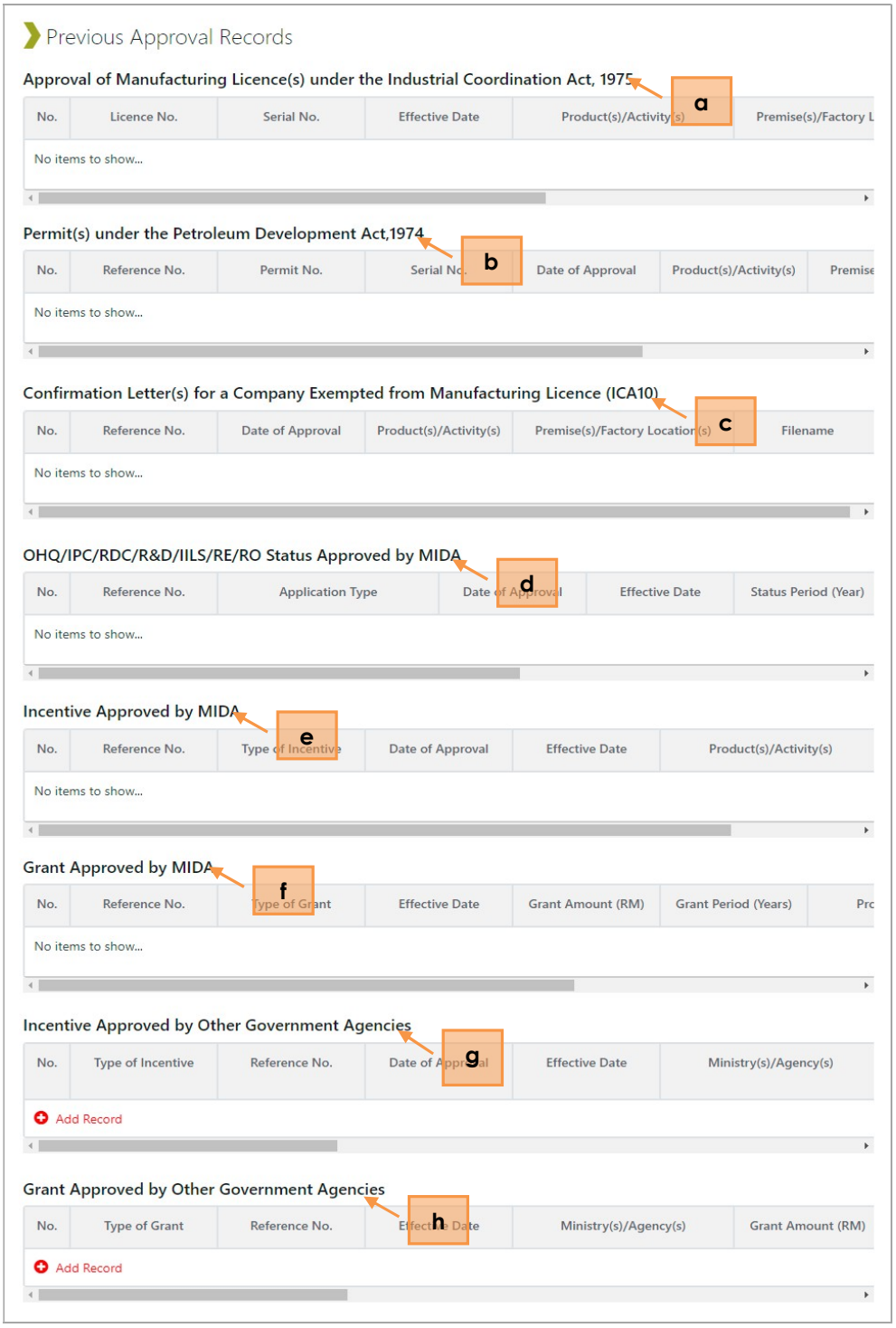


5. Select:
    a) Application for: Confirmation Letter for Exemption
    b) Sector: Haulage Operator
    c) Type of Exemption
    d) Type of Application: New
    e) Main Industry
6. Click **[Create Request]**
7. System will redirect to **'Company Section'**


MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Application
Adi Sufi
Back To Application List
Confirmation Letter for Exemption (Haulage Operator)
Draft
Application No.
SPM3201900004
MIDA Reference No.
Company Name
Application Form
Progress (2 / 9)
A Application Type
B Company
C Previous Approval Records
D Premise / Operational Address
E Project Cost
F Financing Details
G Details on Prime Mover and Container Trailer
H Supporting Documents
I Declaration
Company
Company/Applicant Name *
AS Aerospace
Registration Type *
Others
Company Registration No. *
AES-20190927
Date of Incorporation *
27/09/2019
Income Tax Reference No.
EPF No.
SOCSO No.
Registered Address *
Lot 82 Kilang Besi
Jalan Keluli 2B/1
Country *
Malaysia
State *
Selangor
City *
Bukit Rotan
Postcode *
42000
Website
Use Registered Address
Correspondence Address *
Address 1
Address 2
Address 3
Country *
Malaysia
State *
Please Select
City *
Please Select
Postcode *
Customs Control Station *
- Select State -
- Select Customs Control Station -
Total Employment *
0

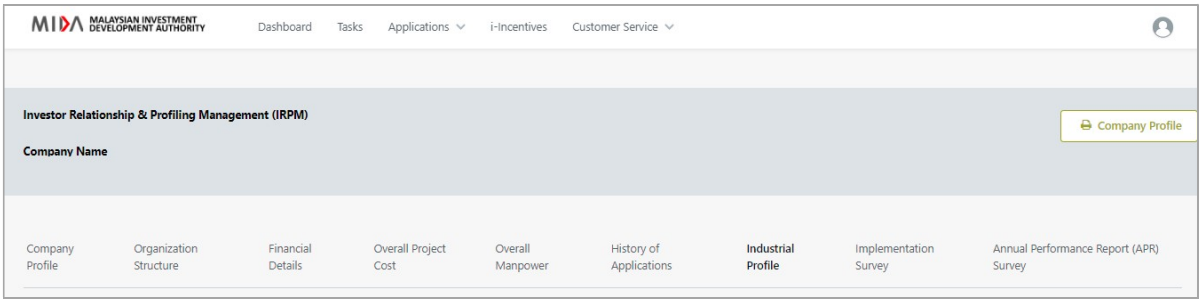


8. Fill in required details in:
    a) Company
    b) Contact Person
    c) Company Background
    d) Particular Board of Director
9. Click **[Next]**
10. System will redirect to **'Previous Approval Records'**



Fill in all required information in the Company Profile

11. Go to Company Dashboard and click the **[Company Profile]** link



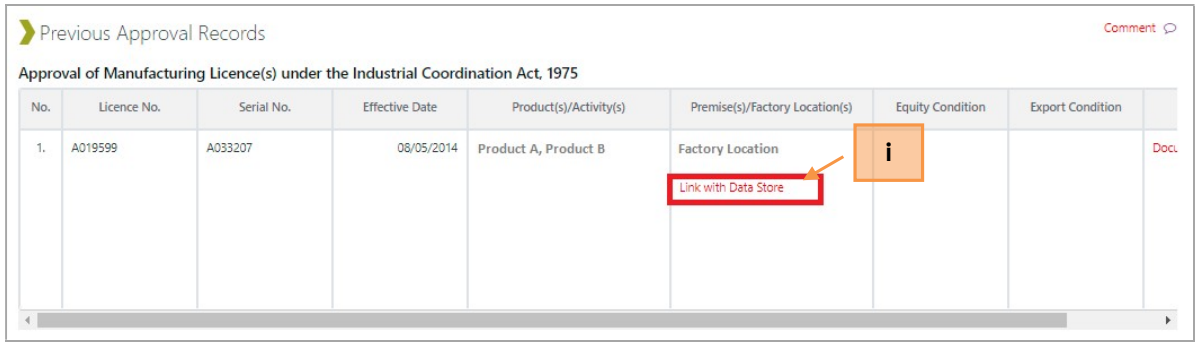
12. Click the **[Industrial Profile]** tab

a) Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

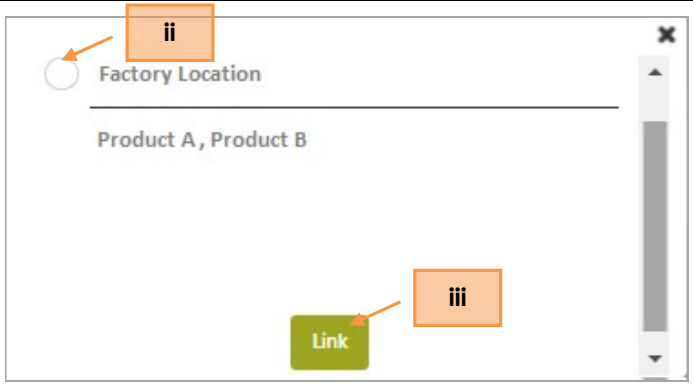
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.1 and 3.8.2)

- Only Verified Manufacturing Licence(s) will be displayed in this section.

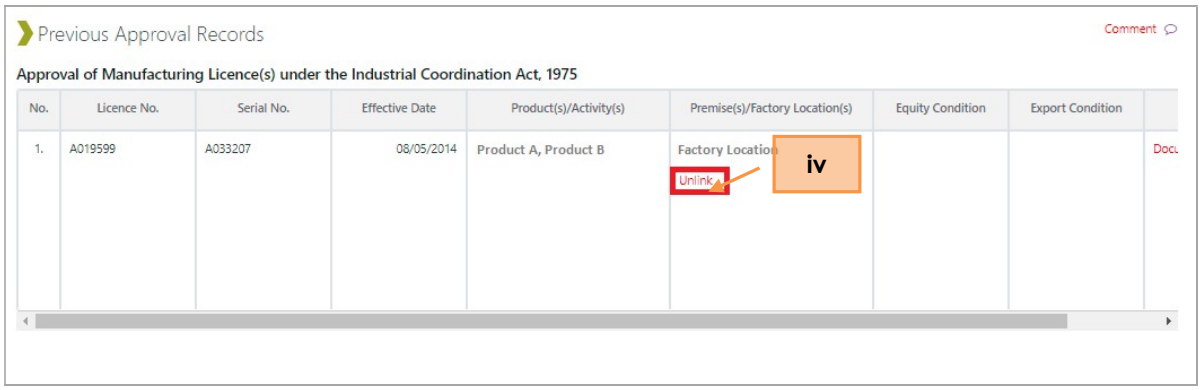


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

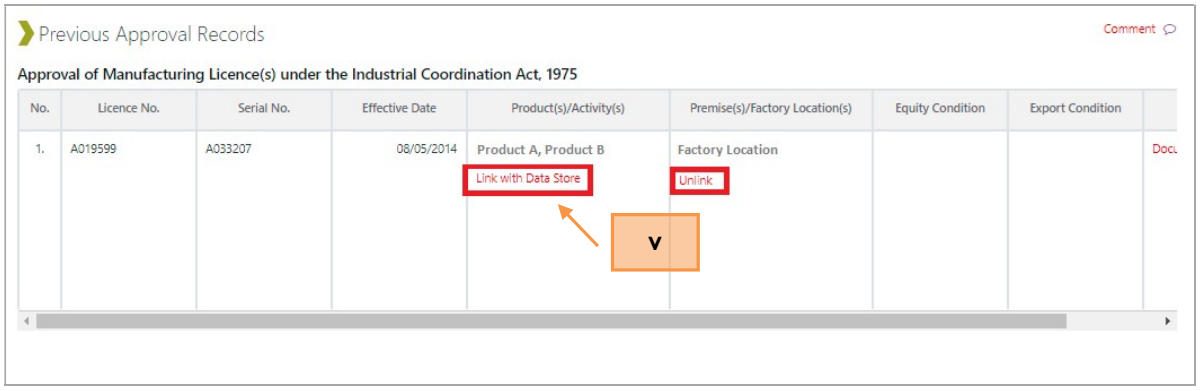


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

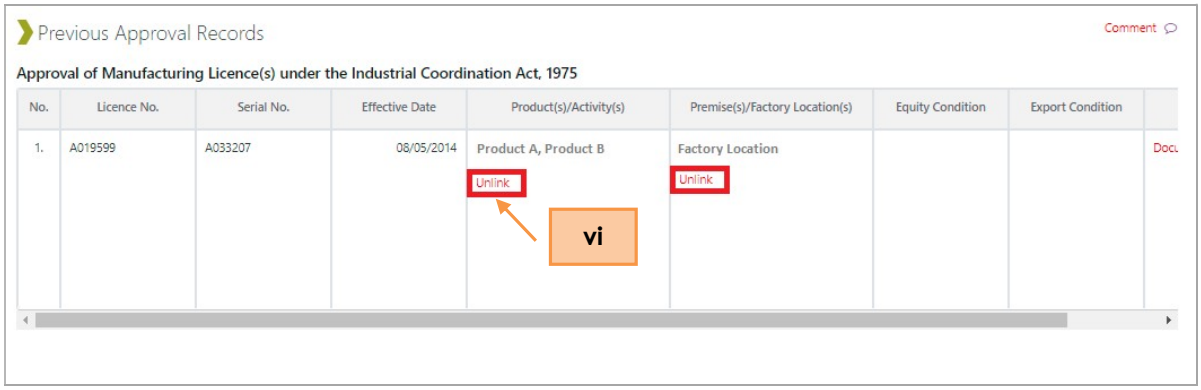
iii. Click the **[Link]** button



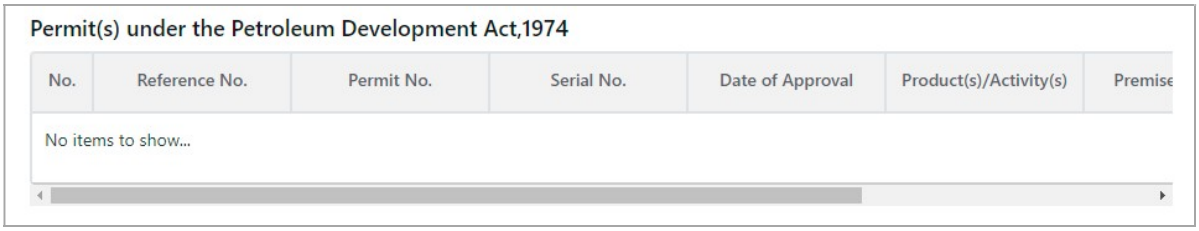
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).

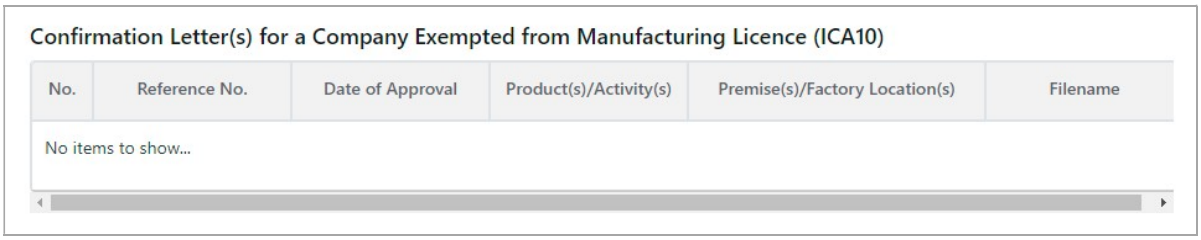


b) Permit(s) under the Petroleum Development Act,1974

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.3)

- Only Verified Permit(s) will be displayed in this section.

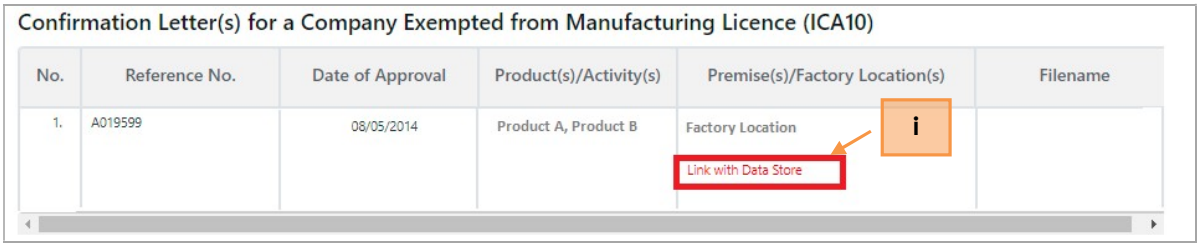


c) Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA10)

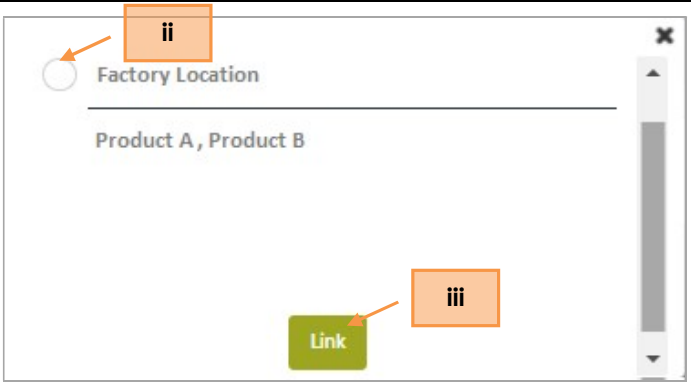
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.5)

- Only Verified Confirmation Letter(s) will be displayed in this section.

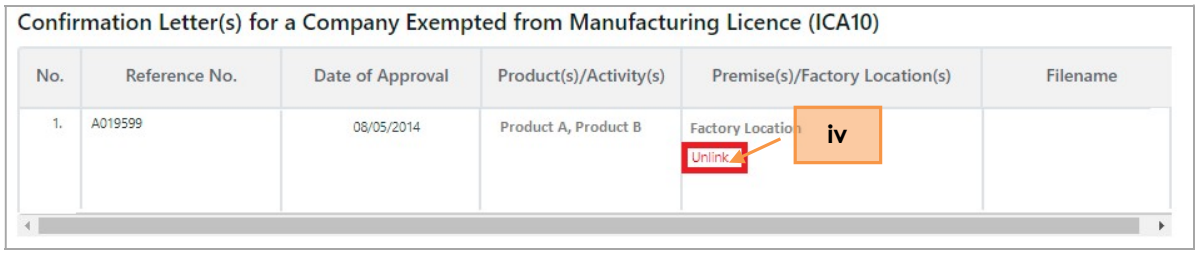


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

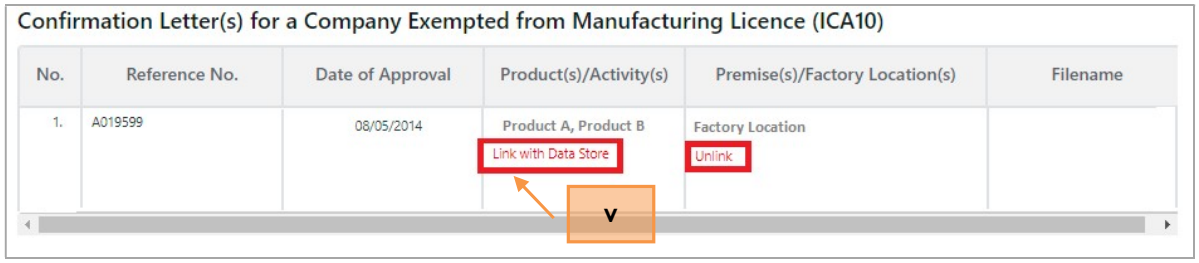


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

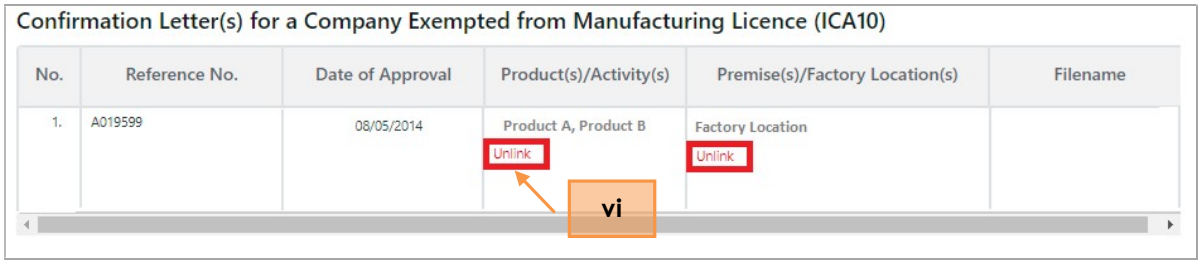
iii. Click the **[Link]** button



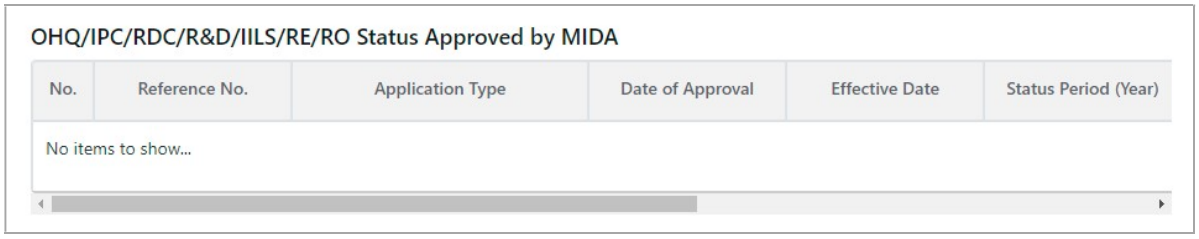
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



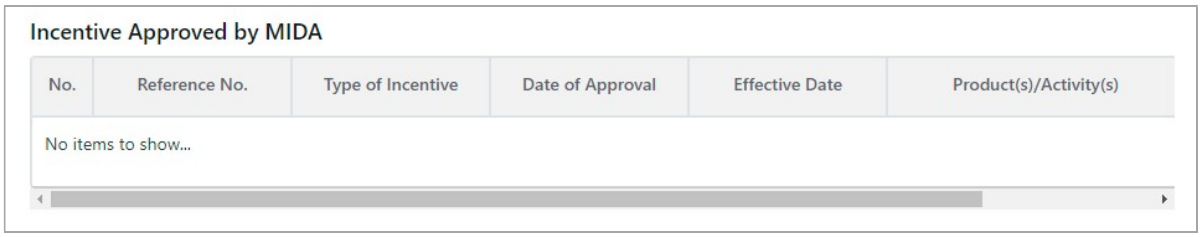
vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).



d) OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.6)

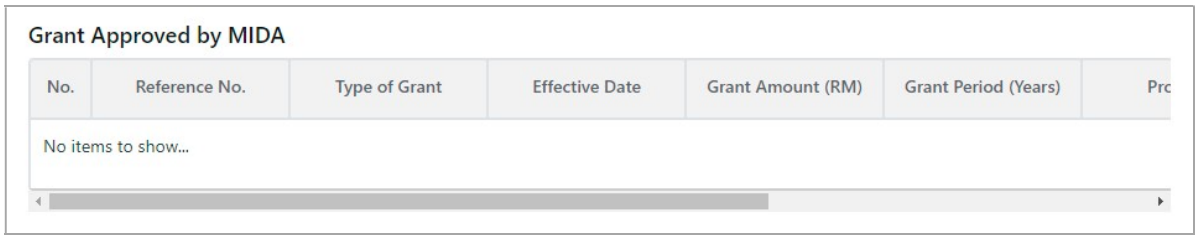
- Only Verified OHQ/IPC/RDC/R&D/IILS/RE/RO will be displayed in this section.



e) Incentive Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.7)

- Only Verified Incentive will be displayed in this section.



f) Grant Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.8)

- Only Verified Grant will be displayed in this section.

g) Incentive Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

iii. Fill in required details:

- Type of Incentive
- Reference No.
- Date of Approval
- Effective Date
- Ministry(s)/Agency(s)
- Incentive Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)

- Incentive Status
- Filename (Attachment)

iv. Click **[Save) button**

v. The system will save and display an Incentive Approved by Other Government Agencies record.

h) Grant Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

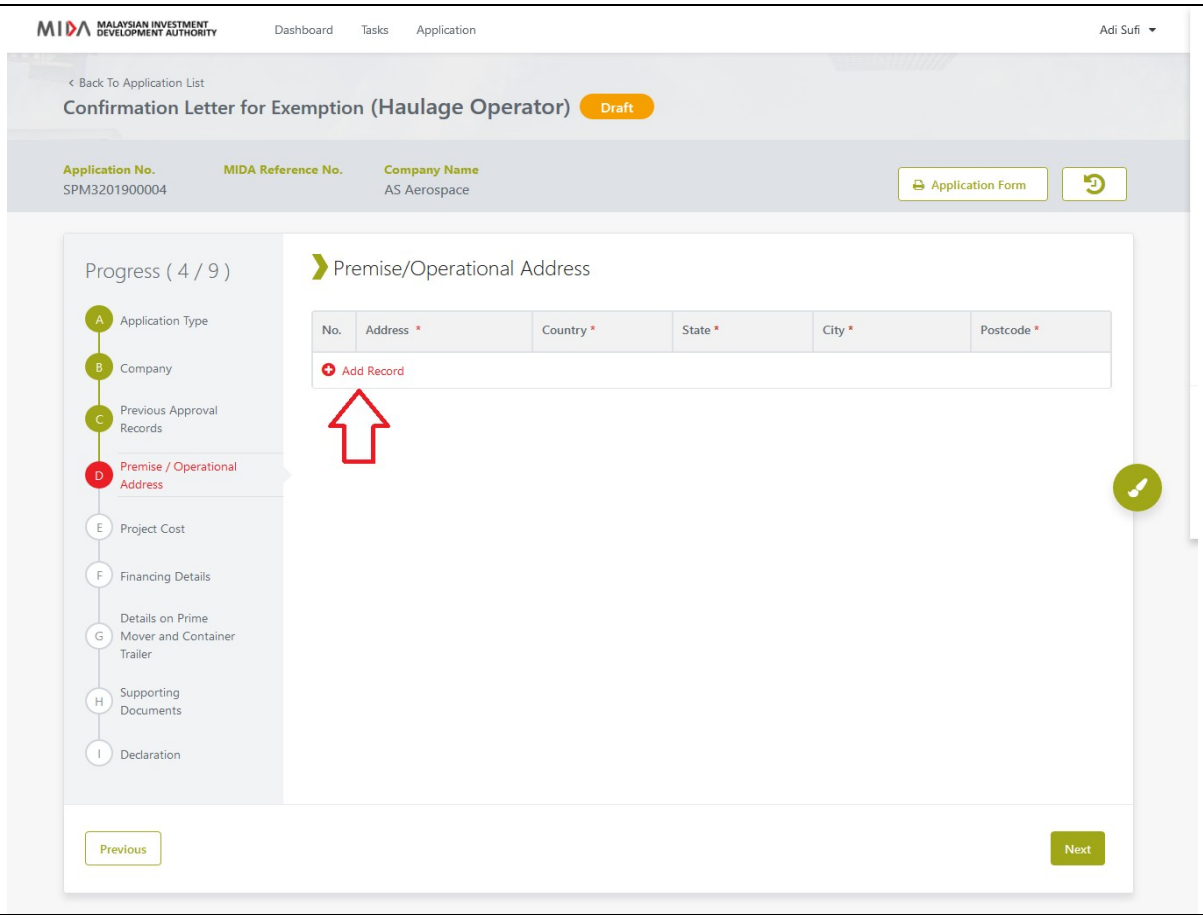
iii. Fill in required details:

- Type of Grant
- Reference No.
- Effective Date
- Ministry(s)/Agency(s)
- Grant Amount (RM)
- Grant Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)
- Grant Status
- Filename (Attachment)

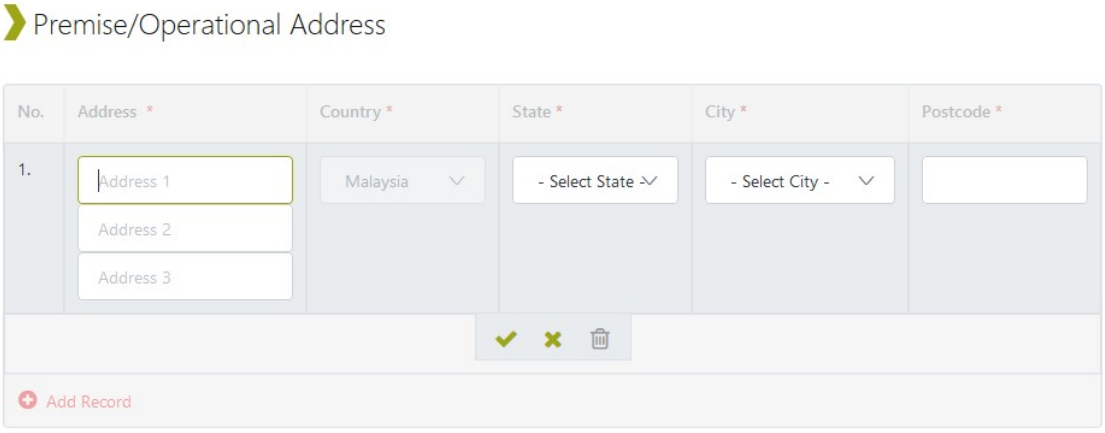
iv. Click **[Save) button**

v. The system will save and display a Grant Approved by Other Government Agencies record.

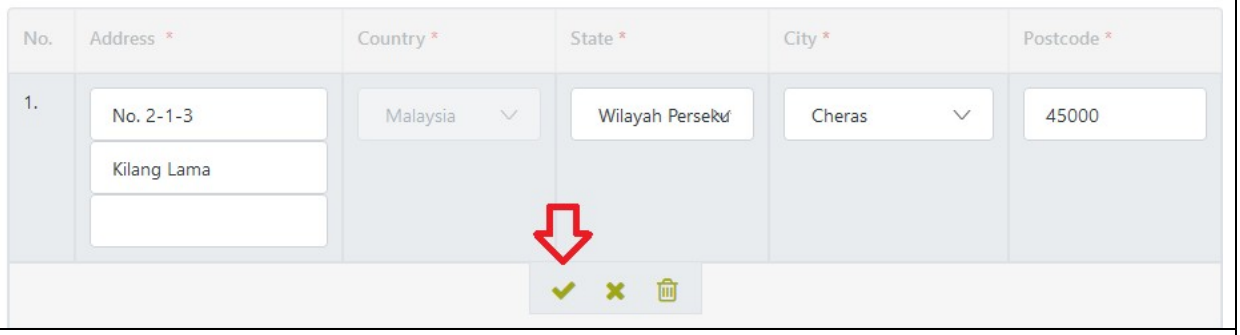
13. Click **[Next]**
14. System will redirect to **'Premise/Operational Address'**



15. Click **[+Add Record]**
16. System will add new row to insert address details



17. Fill in required details:
    a. Address
    b. Country
    c. State
    d. City
    e. Postcode

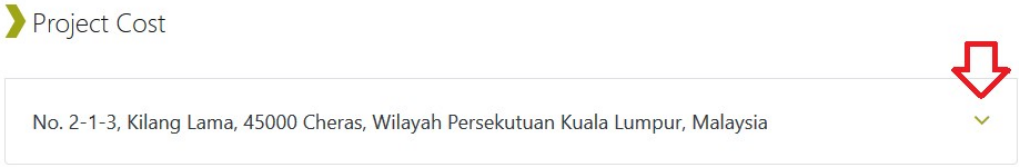


18. Click (save) button
19. System will save and display the address

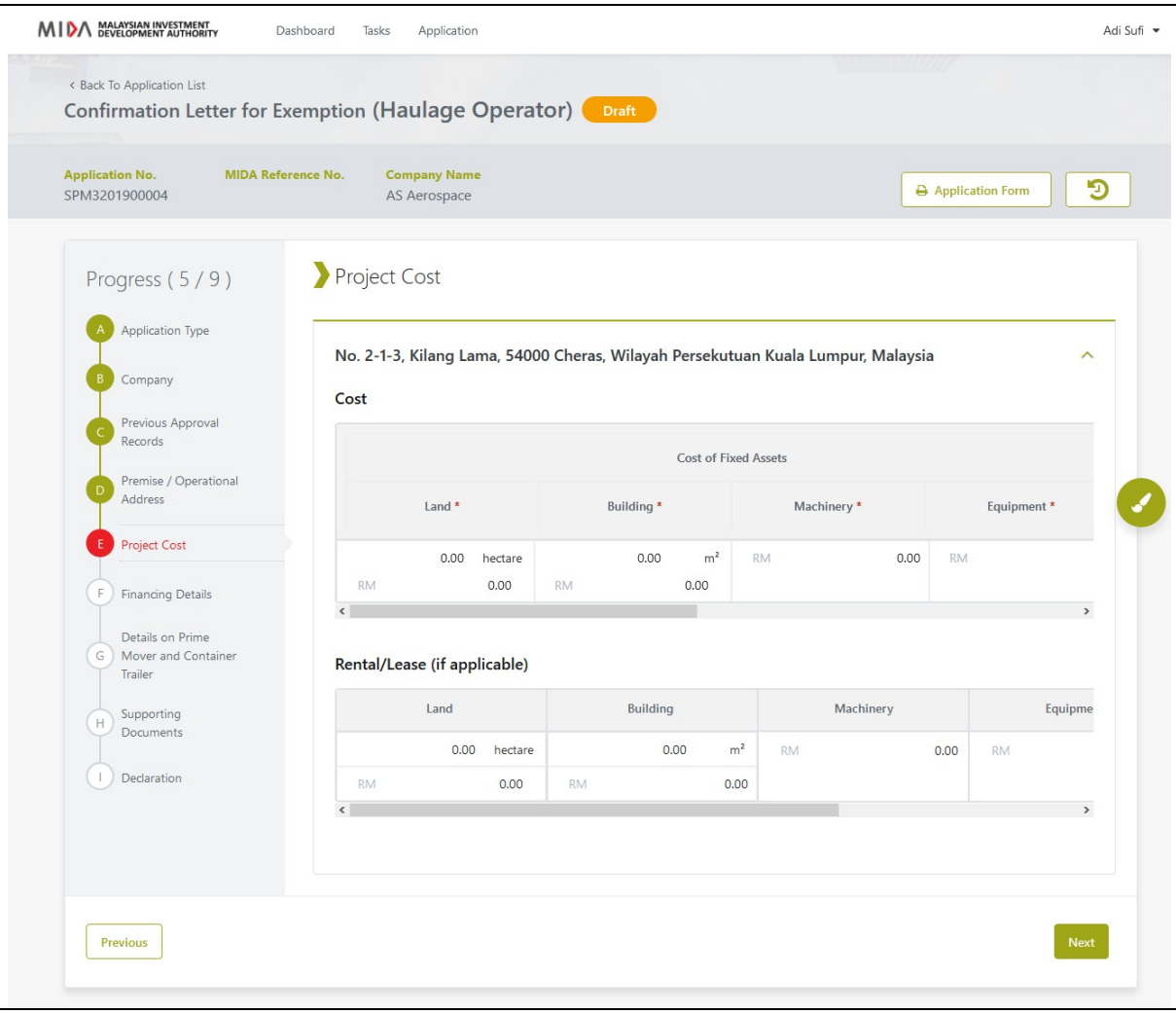
No.	Address *	Country *	State *	City *	Postcode *
1.	No. 2-1-3 Kilang Lama	Malaysia	Wilayah Persekutuan Kuala Lumpur	Cheras	45000

Add Record

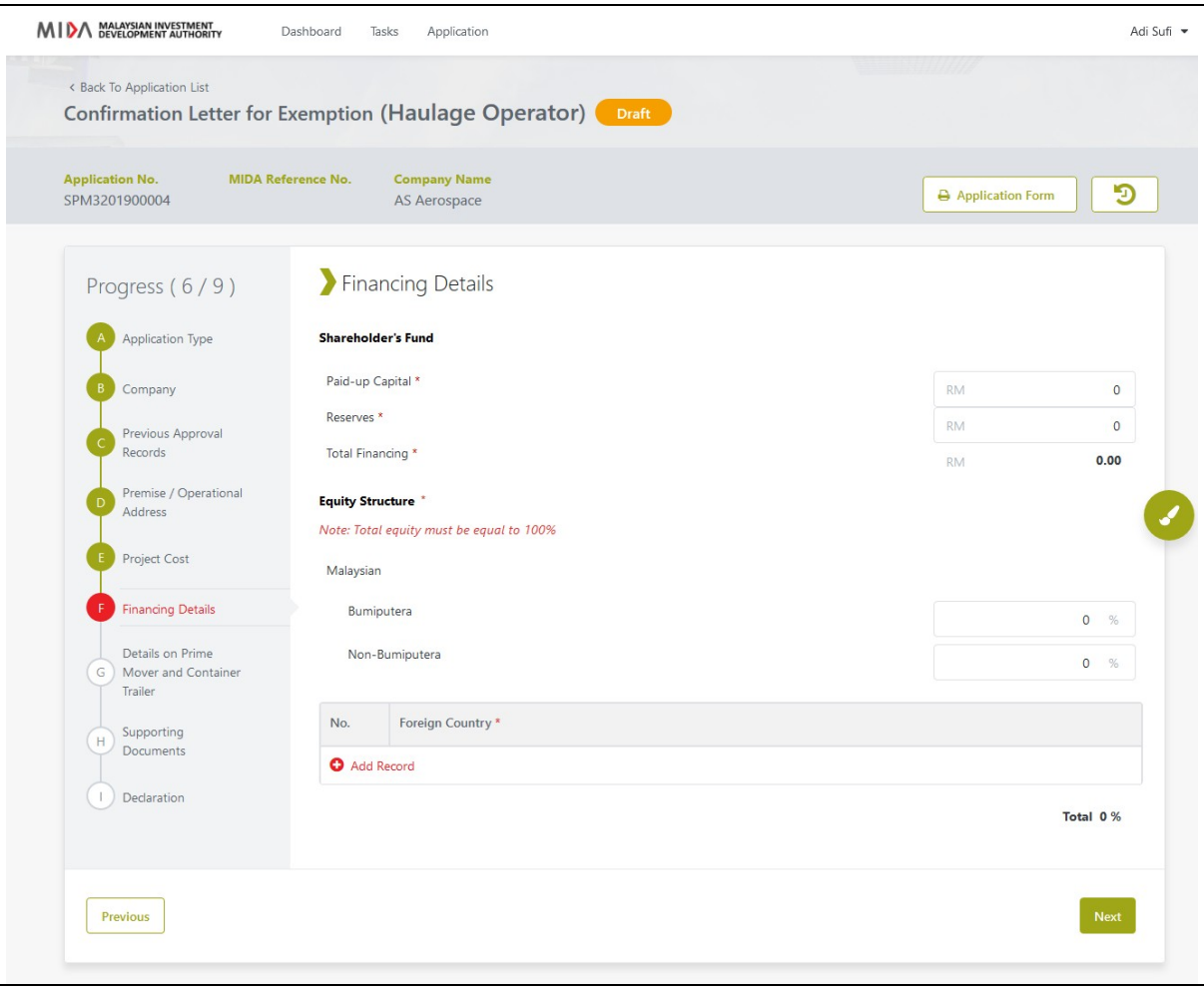
20. Click **[Next]**
21. System will redirect to **'Project Cost'**



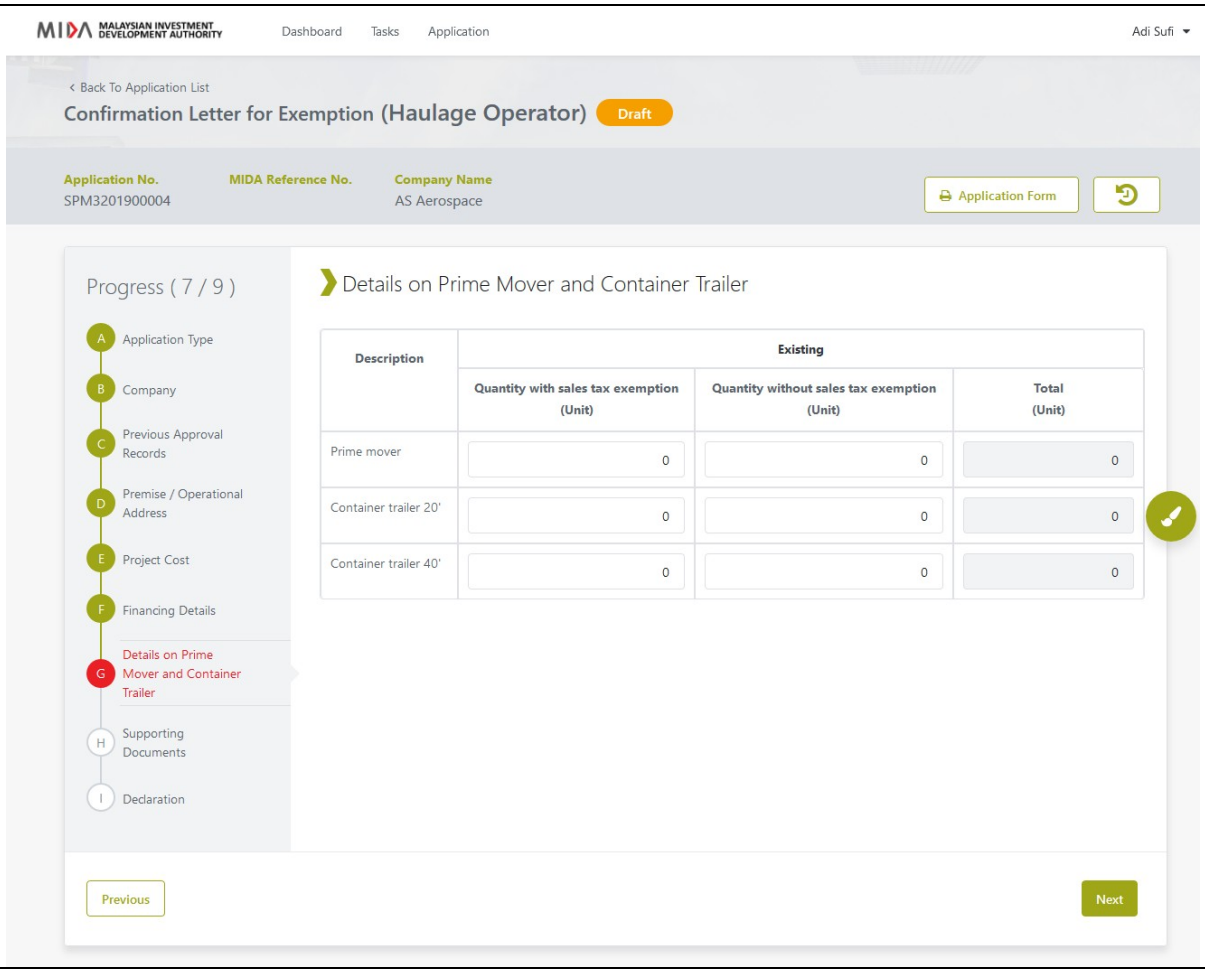
22. Click on the (expand) button to expand the project cost details



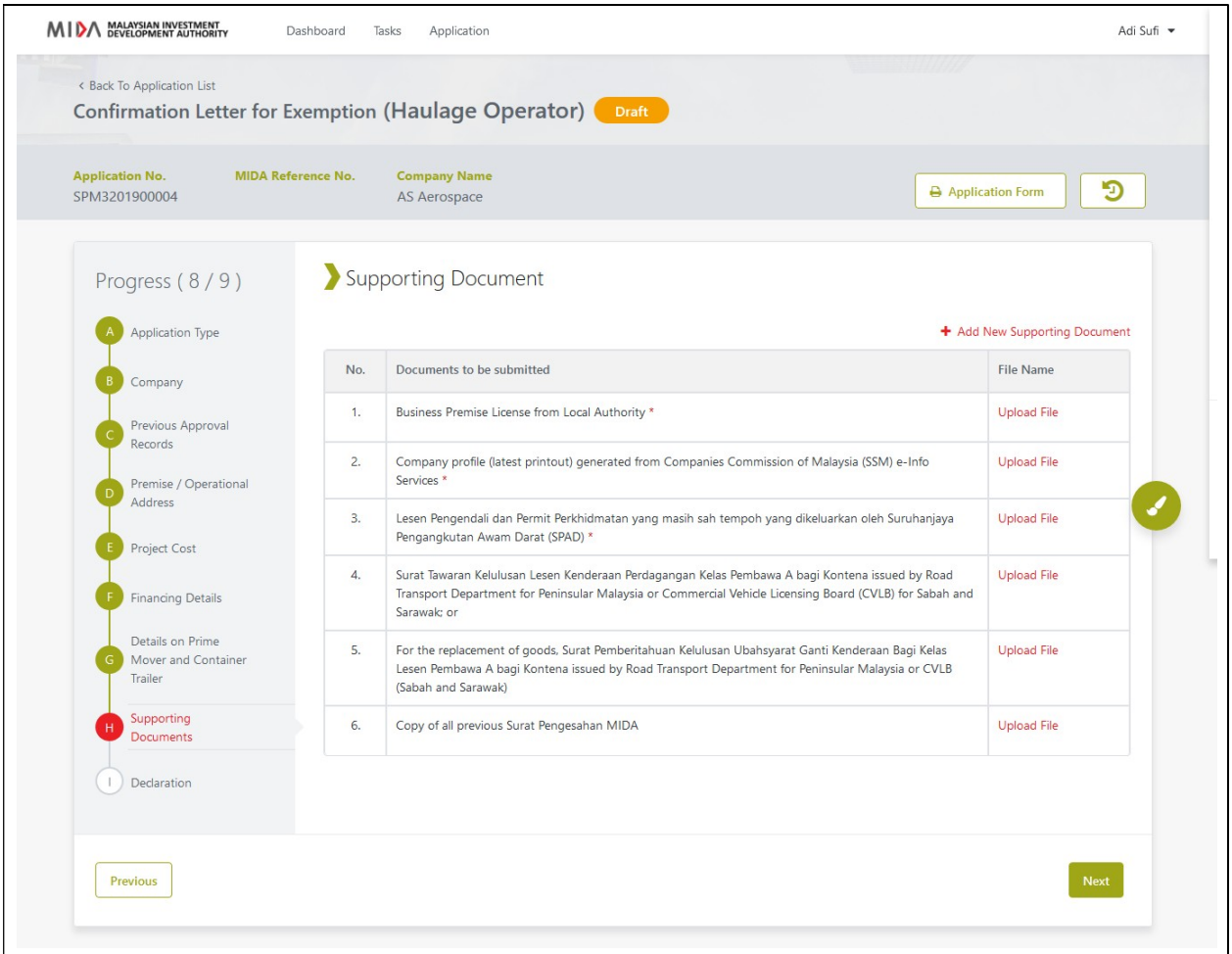
23. Fill in required details in:
    a) Cost
    b) Rental/Lease (if applicable)
24. Click **[Next]**
25. System will redirect to **'Financing Details'**



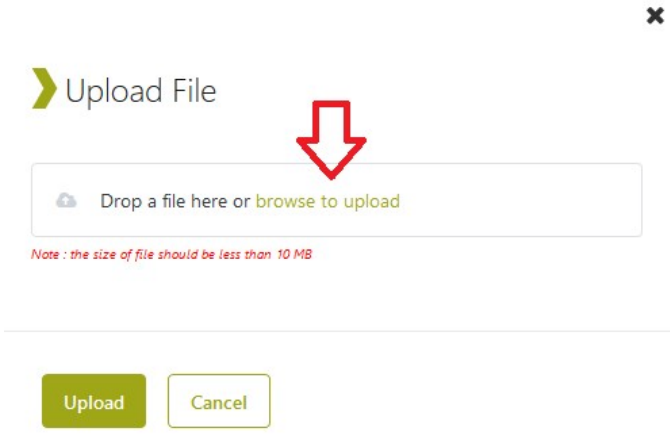
26. Fill in required details in:
    a) Shareholder's Fund
    b) Equity Structure
        i. Malaysian Bumiputera
        ii. Malaysian Non-Bumiputera
        iii. Foreign
27. Click **[Next]**
28. System will redirect to **'Details on Prime Mover and Container Trailer'**



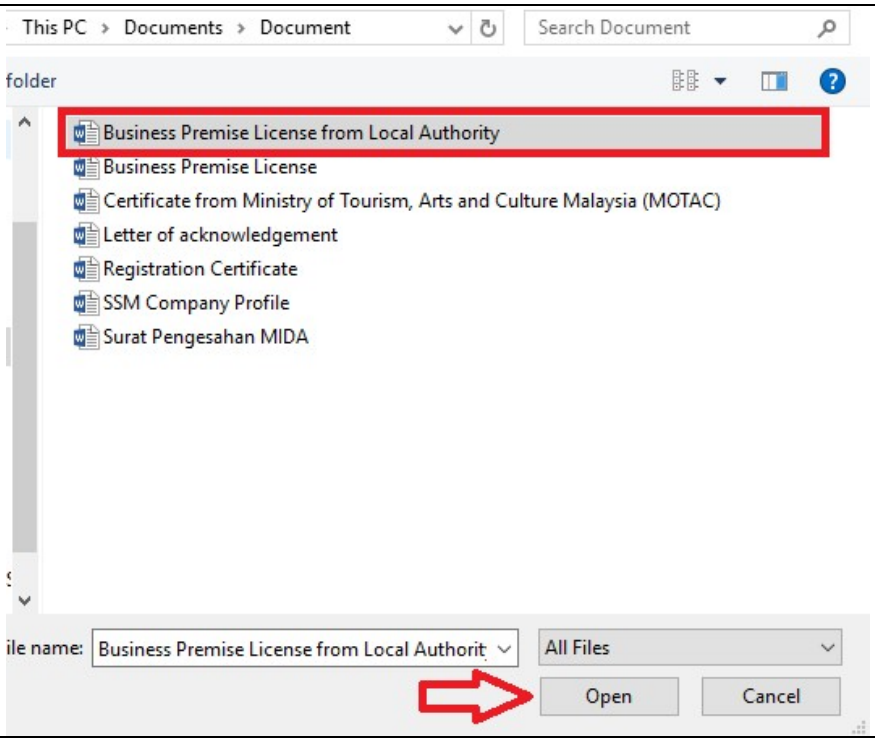
29. Fill on required details:
    a) Prime mover
    b) Container trailer 20’
    c) Container trailer 40’
30. Click **[Next]**
31. System will redirect to **‘Supporting Document’**



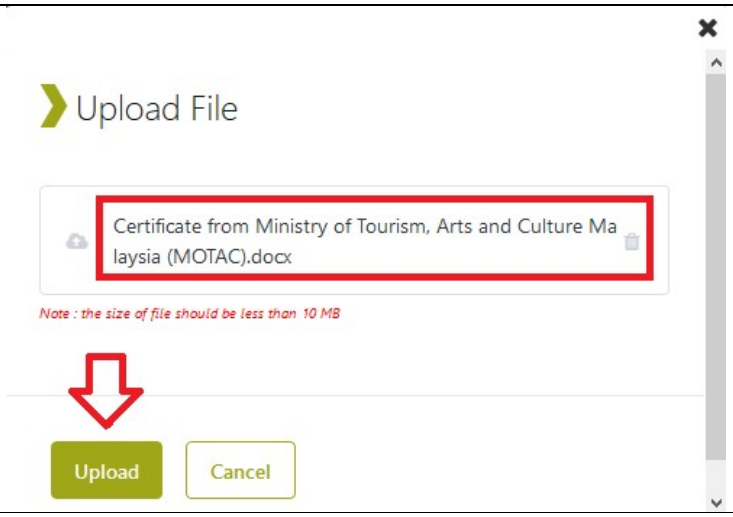
32. Upload mandatory document (denoted as '*' sign) by click **[Upload File]**
33. System will display pop-up message **'Upload File'**



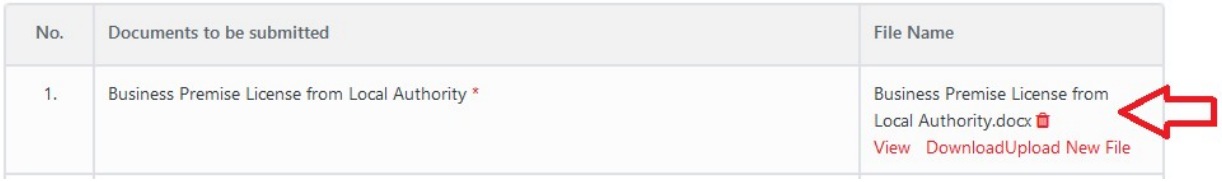
34. Click **'browse to upload'**
35. System will open windows file upload



36. Select a file and click **[Open]**
37. System will display the filename and ready to be uploaded.



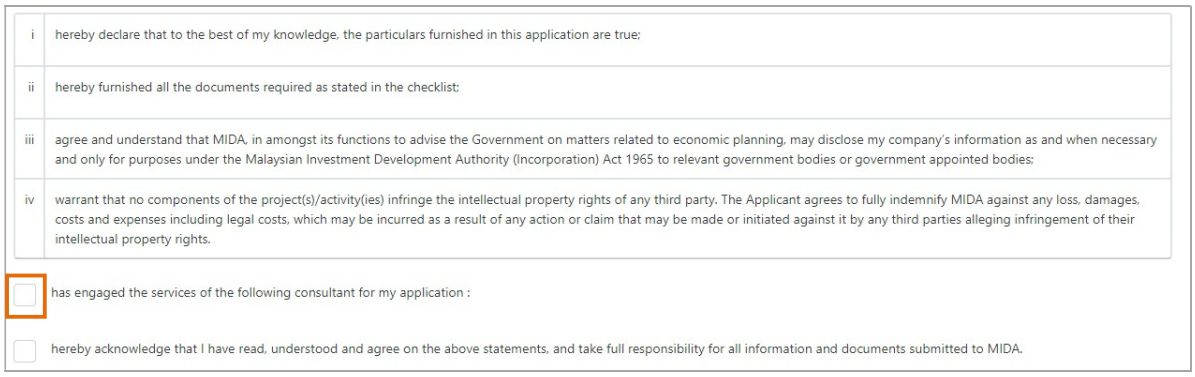
38. Click **[Upload]**
39. System will display the filename at **'Supporting Document'**



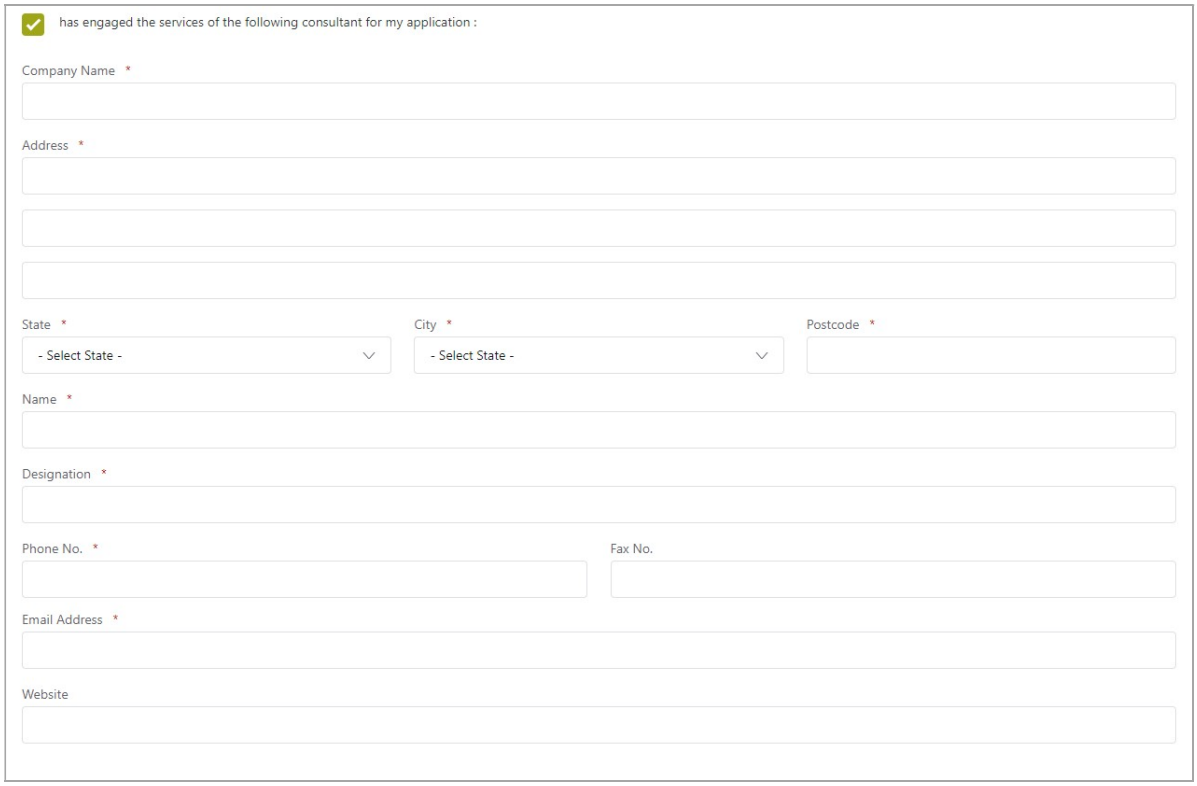
40. Click **[Next]**
41. System will redirect to **'Declaration'**

42. Click the dropdown **'Name'**
43. Select an Authorised Person from the dropdown list.

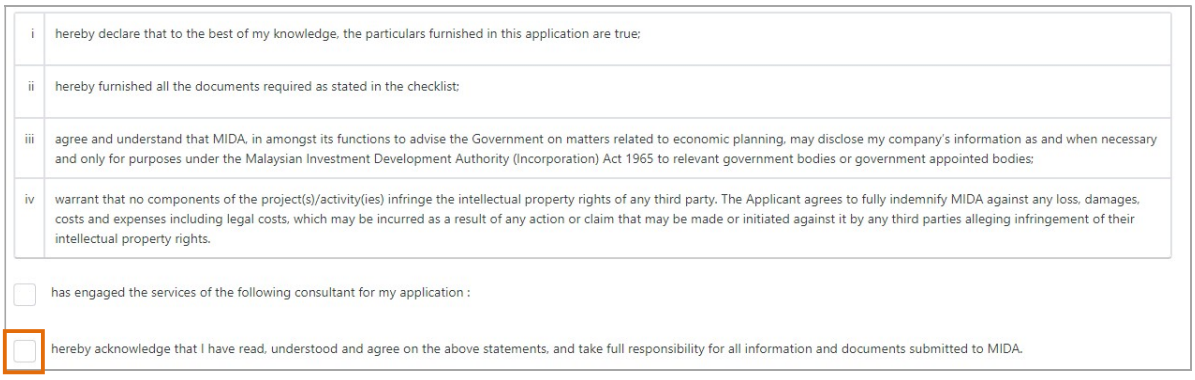
44. The system will auto-fill:
    a. Identity No./Passport No.
    b. Designation



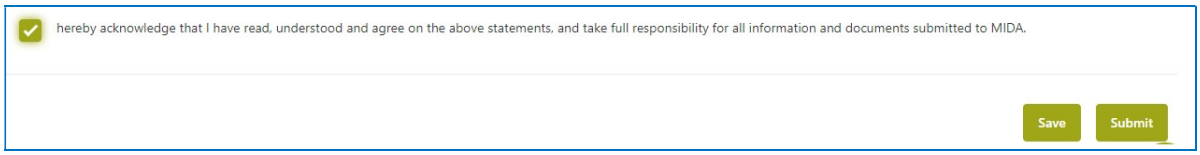
45. Tick the checkbox if engaging consultant services.



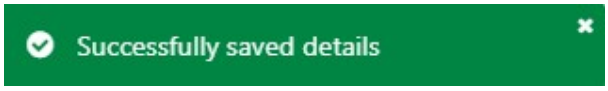
46. Fill in Consultant details such as:
    a. Company Name
    b. Address
    c. State
    d. City
    e. Postcode
    f. Name
    g. Designation
    h. Phone No.
    i. Fax No.
    j. Email Address
    k. Website

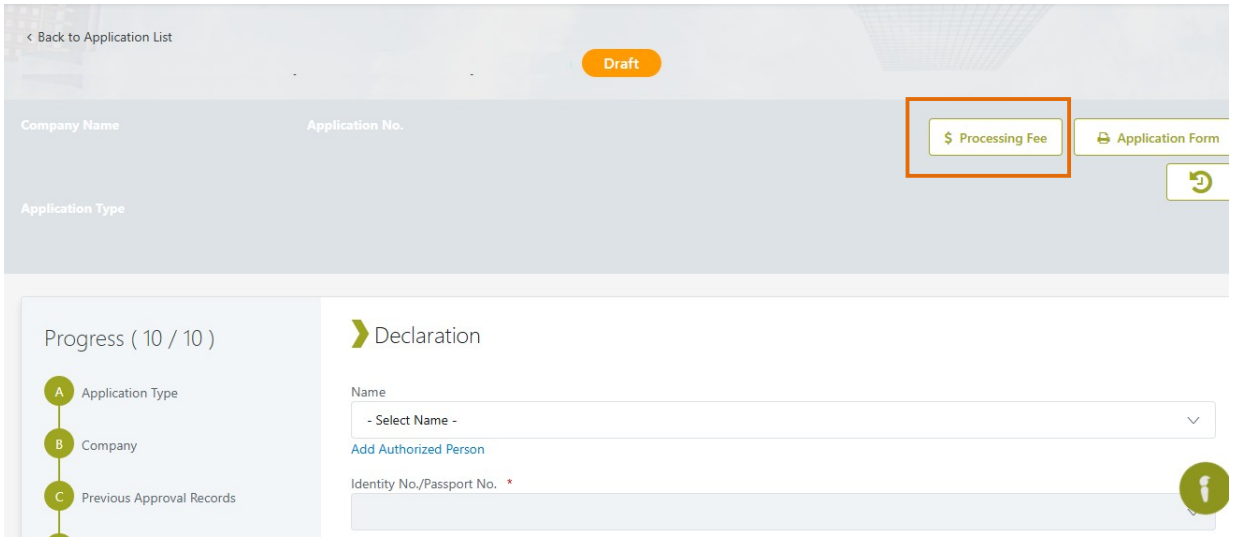


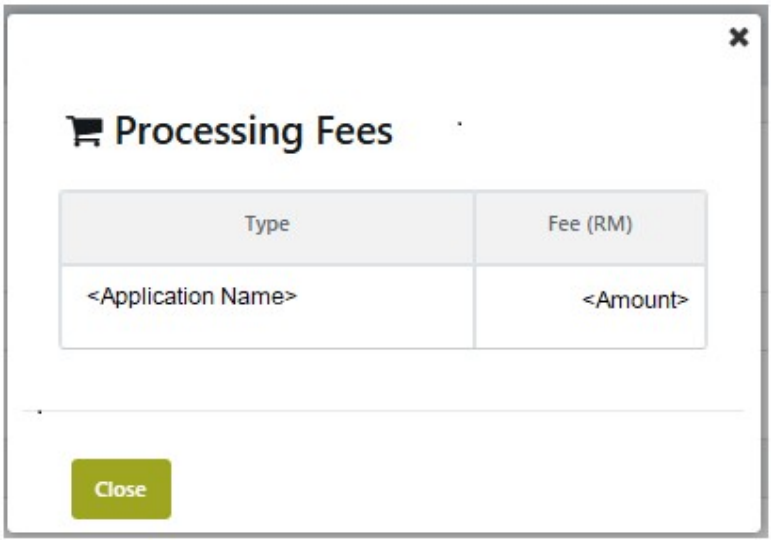
47. Tick the checkbox to agree with the terms and conditions stated in the **'Declaration'** section.



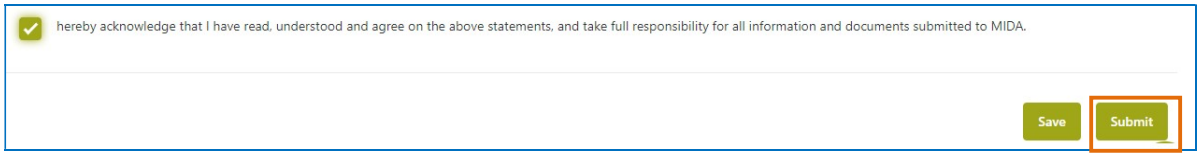
48. Click the **[Save]** button. The system will display a success message.



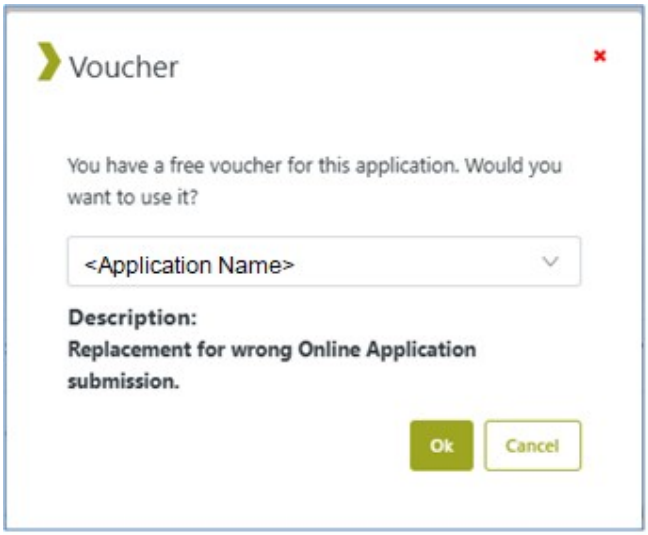




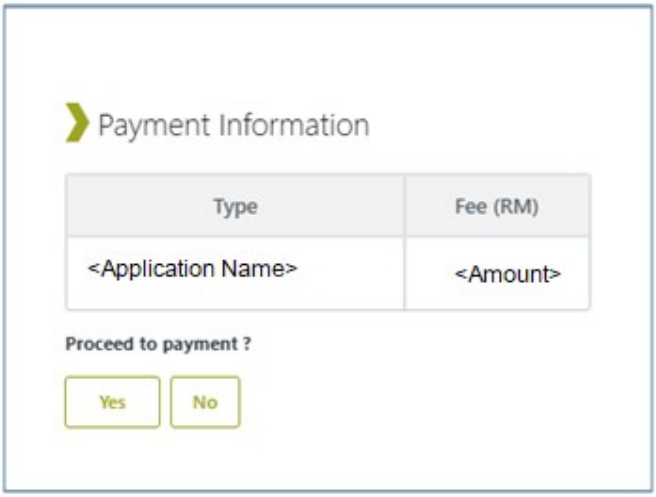
49. To check the application processing fee in the application header, click the [**Processing Fee**] button.



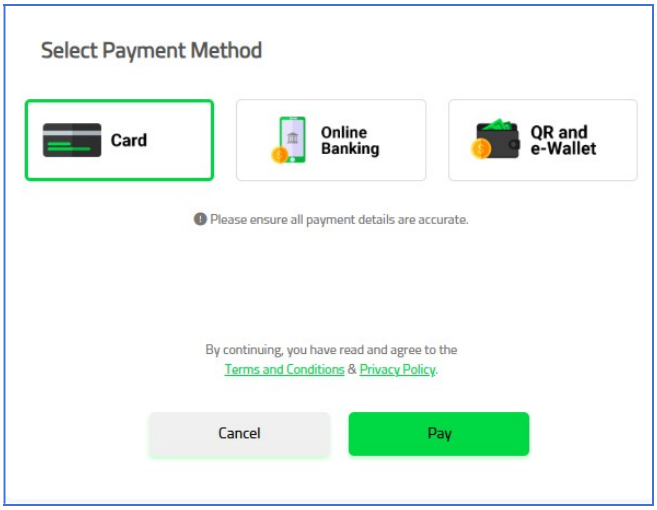
50. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company has a free voucher, allowing it to be applied.



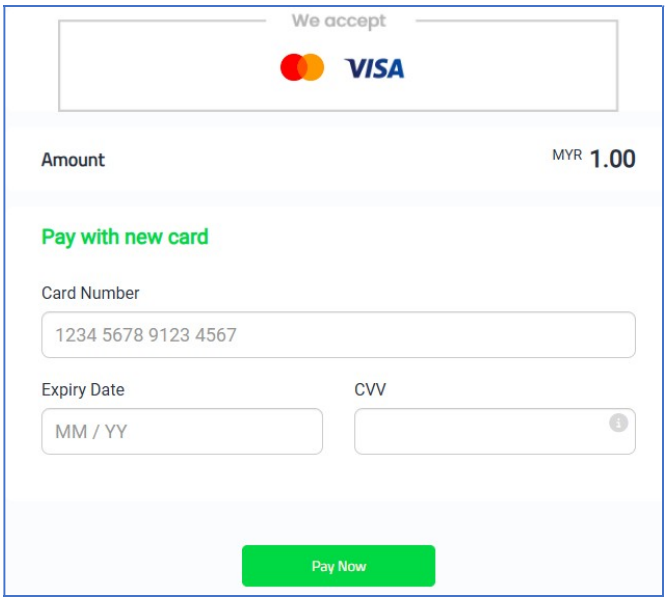
51. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company either does not have a free voucher or has chosen not to use it.



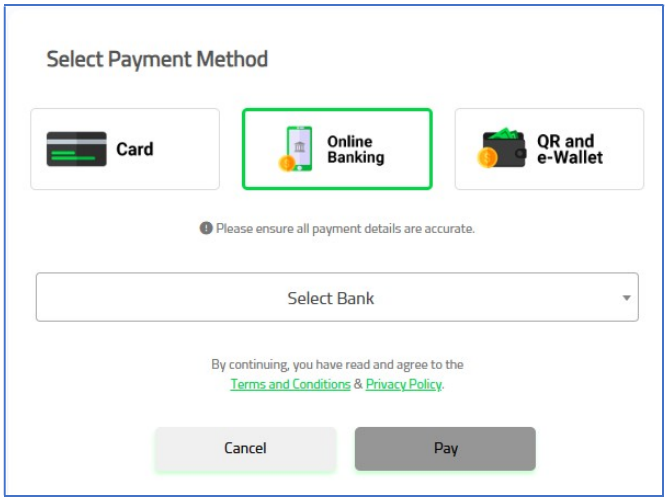
52. If the company clicks [**Yes**] to proceed with payment, the system will display the payment screen for the company to select payment option and click on [**Pay**] to make the payment.



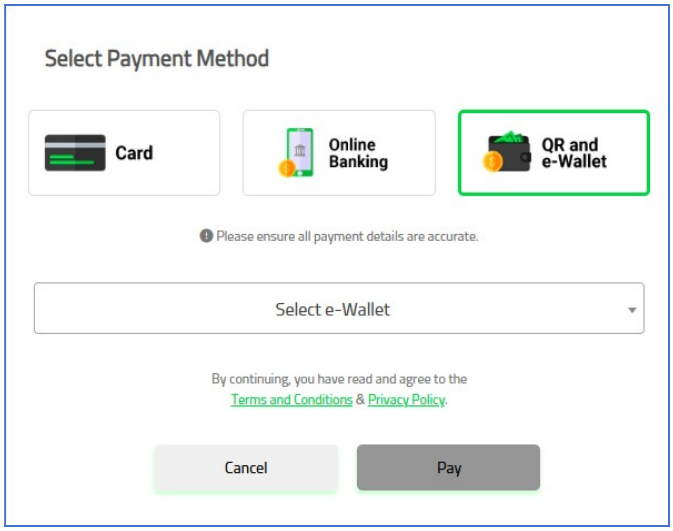
53. If the company select Card as payment option.



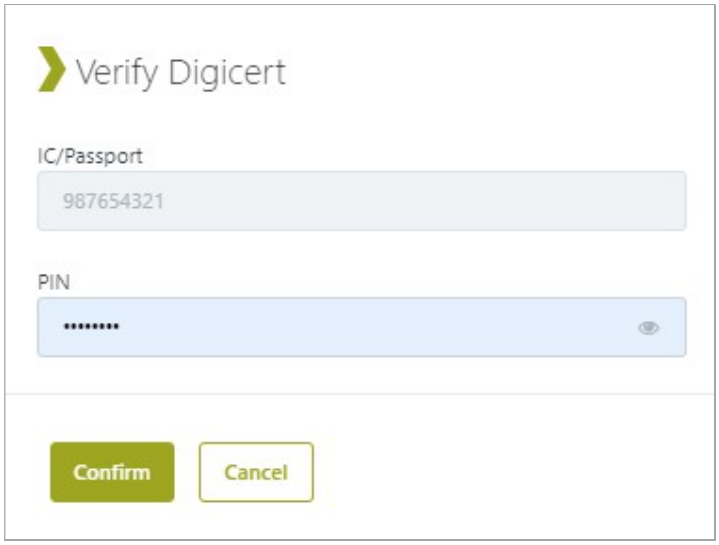
54. If the company select Online Banking as payment option.



55. If the company select QR and e-Wallet as payment option.



56. A popup message will appear to verify the Digicert if the payment has been made or if the application does not require a processing fee.



57. Click the **[Cancel]** button system will return to the **'Declaration'** section.
58. Insert PIN and click the **[Confirm]** button
59. The system will display a success message.

60. System will show above pop-up message as the submission is successful. Now user may wait for the notification email from MIDA regards the further process.

InvestMalaysia - Your application SPM3201900087 is successfully submitted

Dear Adi Sufi,

You have successfully submitted your application to InvestMalaysia Online Portal. MIDA is reviewing the application.

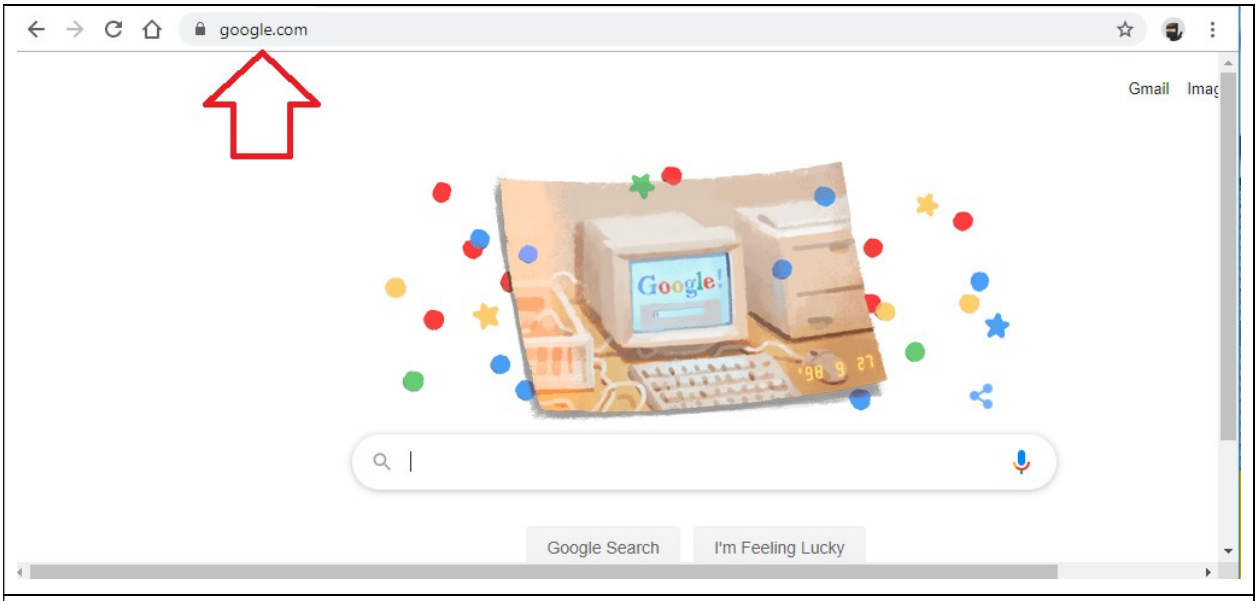
The details of the application are as follows:

Reference No: SPM3201900087
Company Name: Brightside Co.
Application Type: New

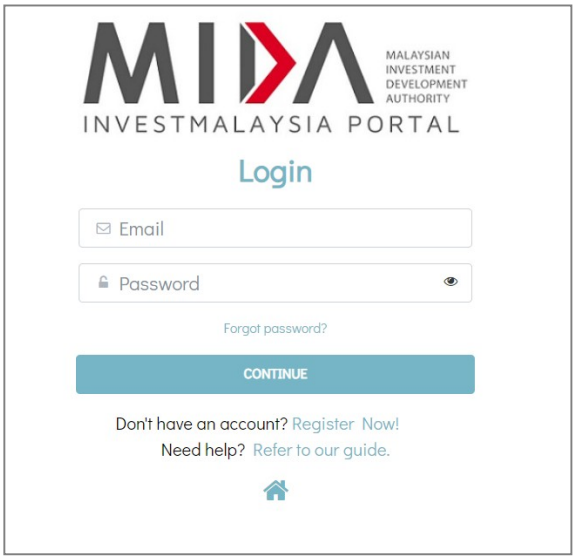
Thank you.

Regards
InvestMalaysia Administrator

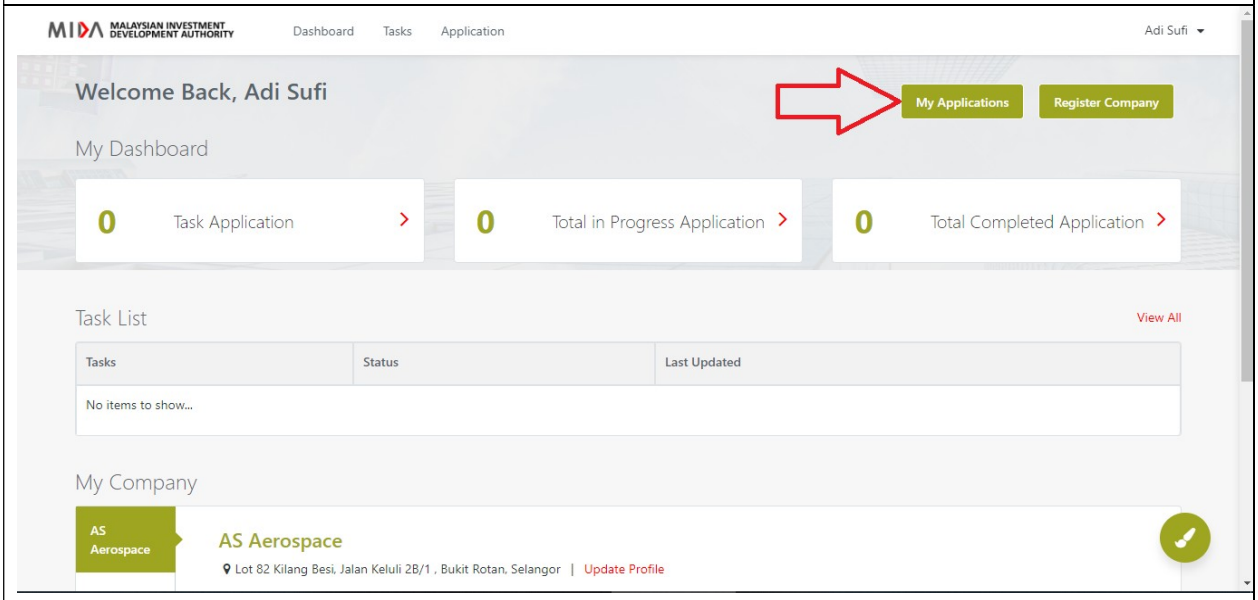
3.5 SPM Aerospace Maintenance, Repair &Overhaul (MRO)



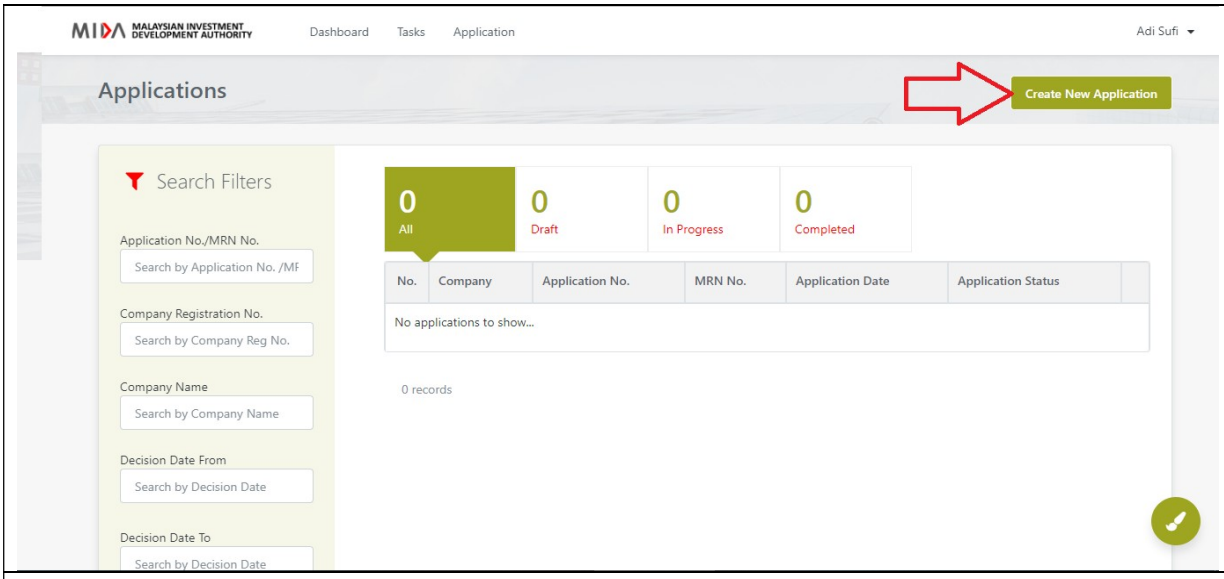
1. Open Internet Browser
2. Insert URL: http://investmalaysia.mida.gov.my



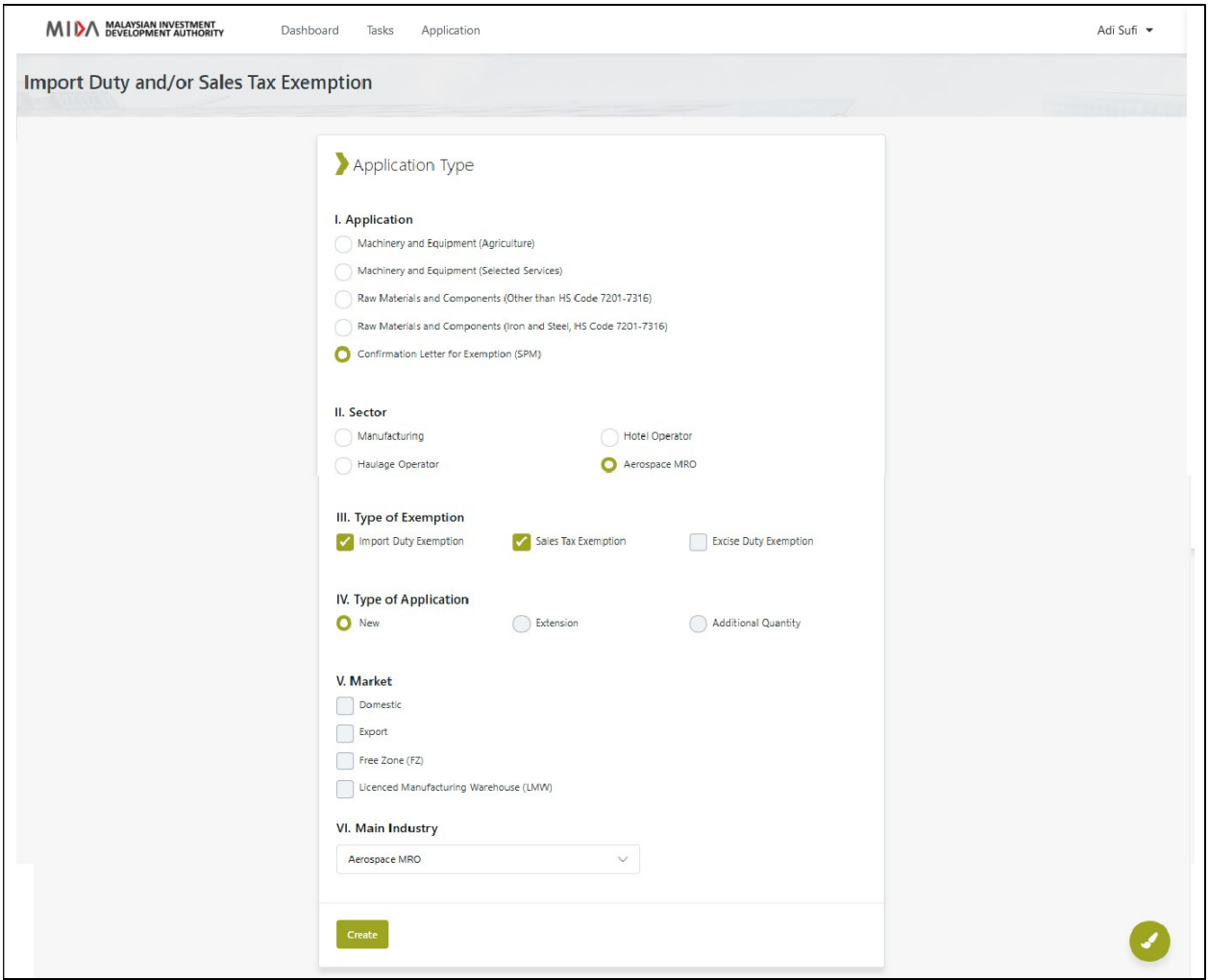
3. At InvestMalaysia login page, insert:
    a) Email
    b) Password



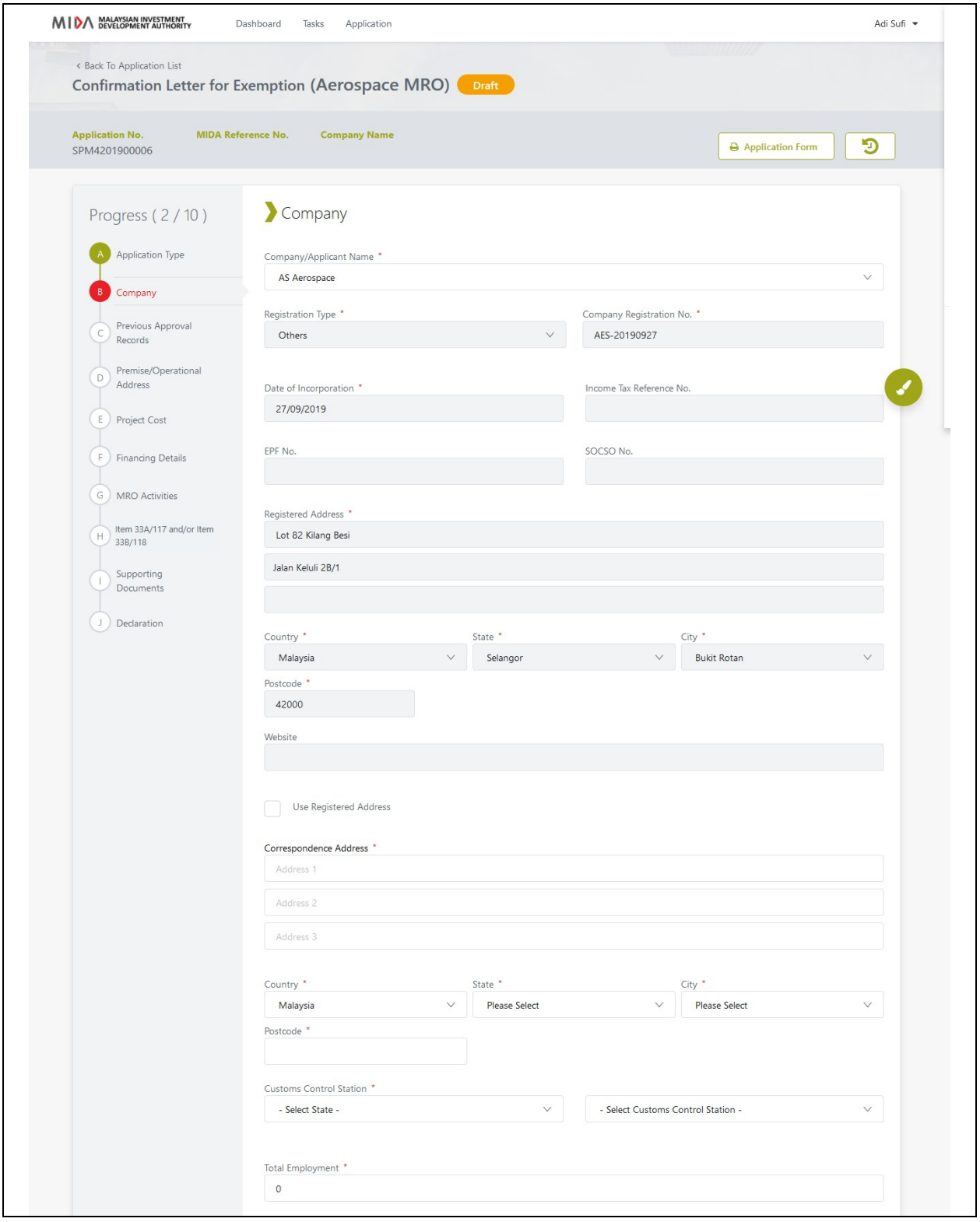
4. At Dashboard, click **[My Applications]**
5. System will redirect to **'Application'** page

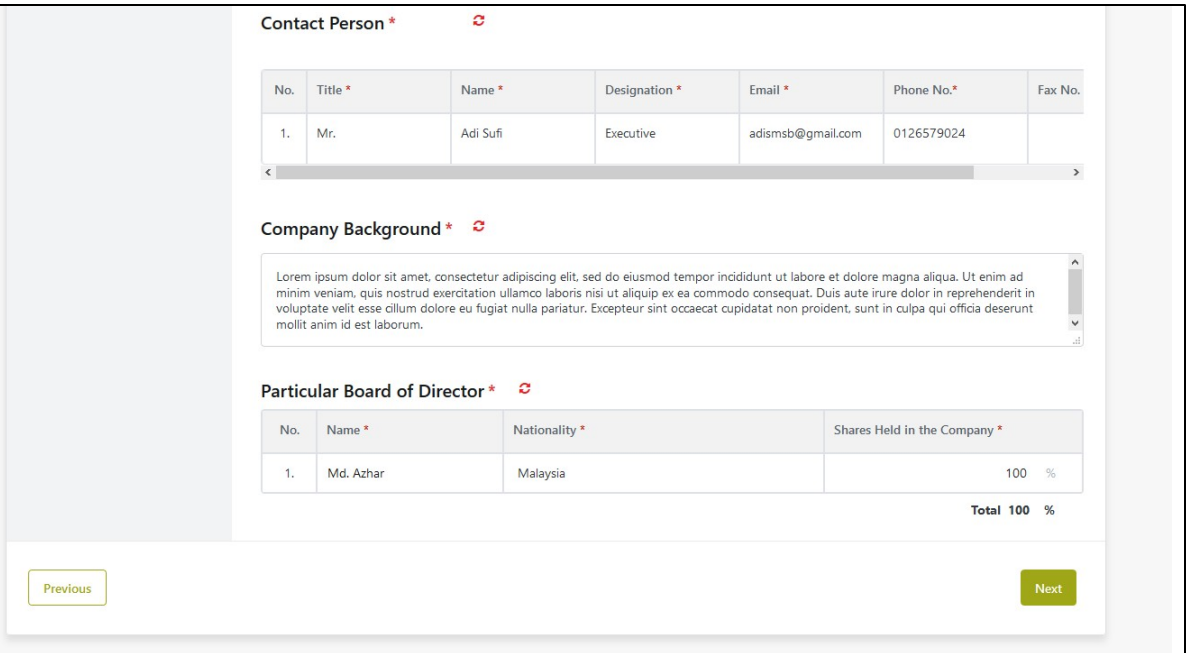


6. Click **[Create New Application]**

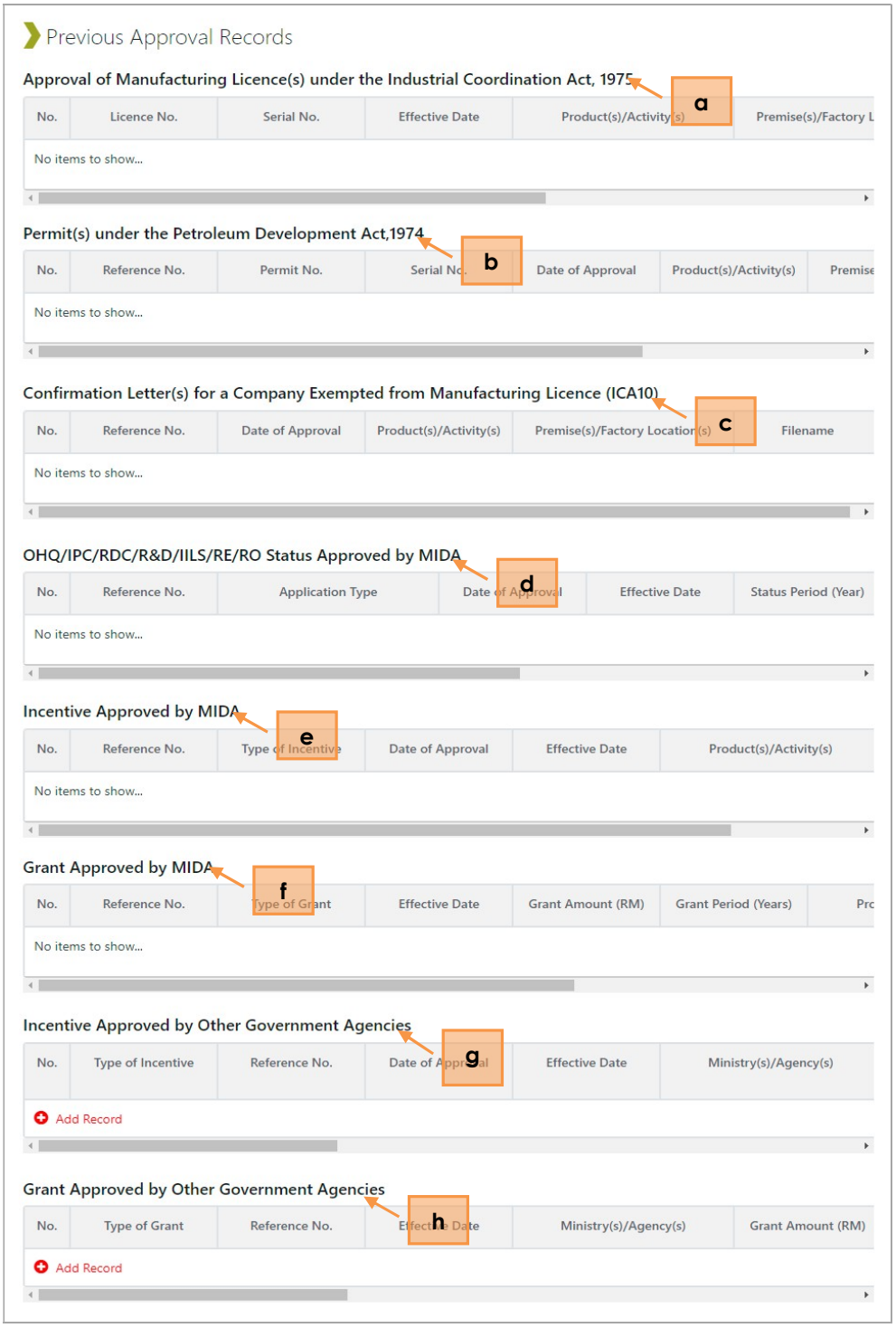


7. Select:
    a) Application for: Confirmation Letter for Exemption
    b) Sector: Aerospace MRO
    c) Type of Exemption: Import Duty Exemption or Sales Tax Exemption or both
    d) Type of Application: New
    e) Main Industry
8. Click **[Create]**
9. System will redirect to **'Company'**


MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Application
Adi Sufi
Back To Application List
Confirmation Letter for Exemption (Aerospace MRO)
Draft
Application No.
SPM4201900006
MIDA Reference No.
Company Name
Application Form
Progress (2 / 10)
A Application Type
B Company
C Previous Approval Records
D Premise/Operational Address
E Project Cost
F Financing Details
G MRO Activities
H Item 33A/117 and/or Item 33B/118
I Supporting Documents
J Declaration
Company
Company/Applicant Name *
AS Aerospace
Registration Type *
Others
Company Registration No. *
AES-20190927
Date of Incorporation *
27/09/2019
Income Tax Reference No.
EPF No.
SOCSO No.
Registered Address *
Lot 82 Kilang Besi
Jalan Keluli 2B/1
Country *
Malaysia
State *
Selangor
City *
Bukit Rotan
Postcode *
42000
Website
Use Registered Address
Correspondence Address *
Address 1
Address 2
Address 3
Country *
Malaysia
State *
Please Select
City *
Please Select
Postcode *
Customs Control Station *
- Select State -
- Select Customs Control Station -
Total Employment *
0

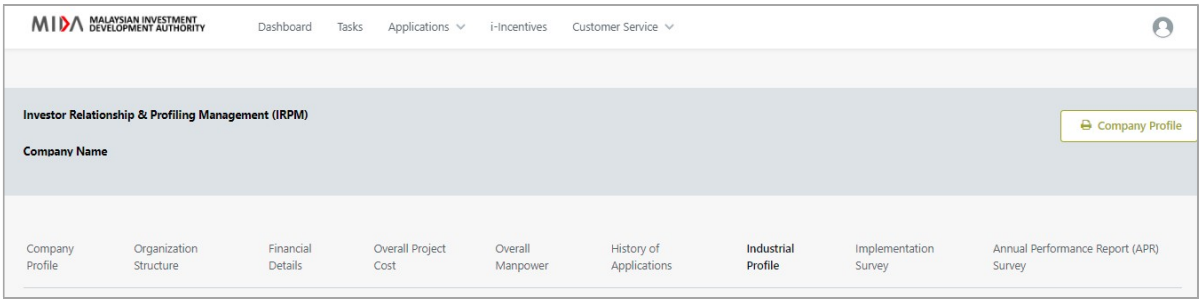


10. Fill in required details in:
    a) Company
    b) Contact Person
    c) Company Background
    d) Particular Board of Director
11. Click **[Next]**
12. System will redirect to **'Previous Approval Records'**



Fill in all required information in the Company Profile

13. Go to Company Dashboard and click the **[Company Profile]** link



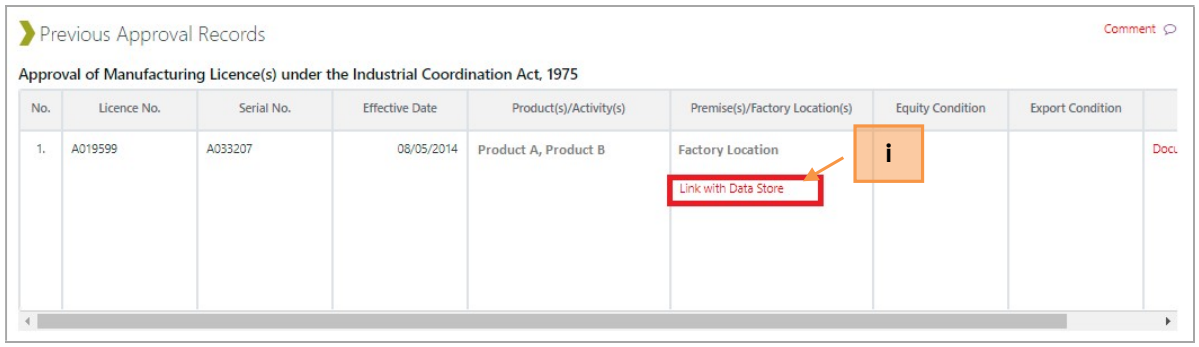
14. Click the **[Industrial Profile]** tab

a) Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

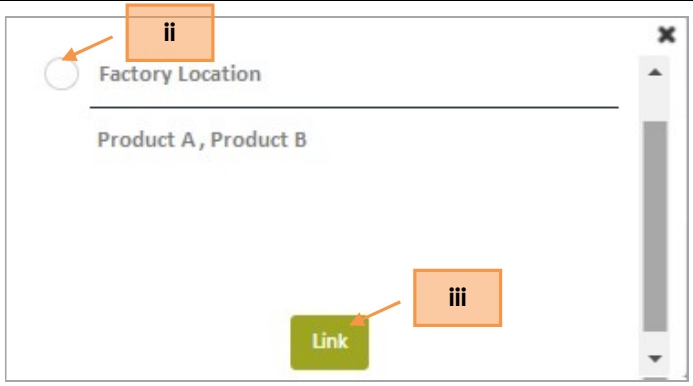
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.1 and 3.8.2)

- Only Verified Manufacturing Licence(s) will be displayed in this section.

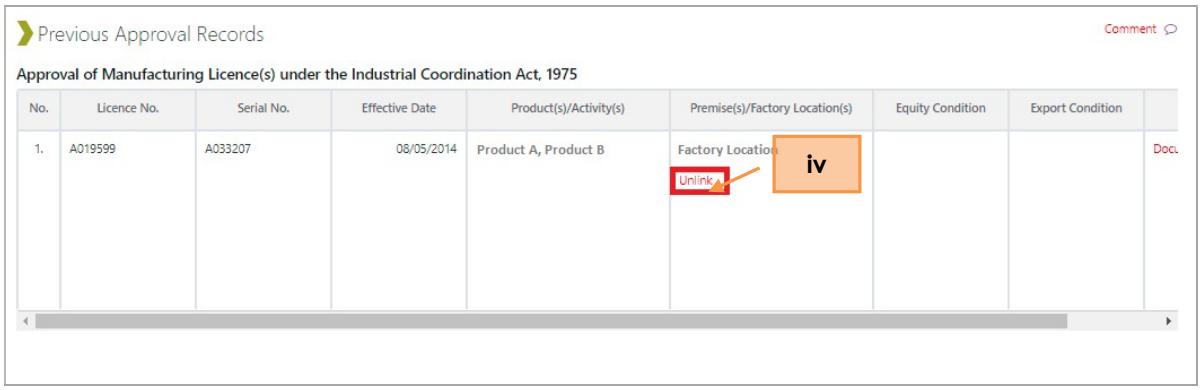


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

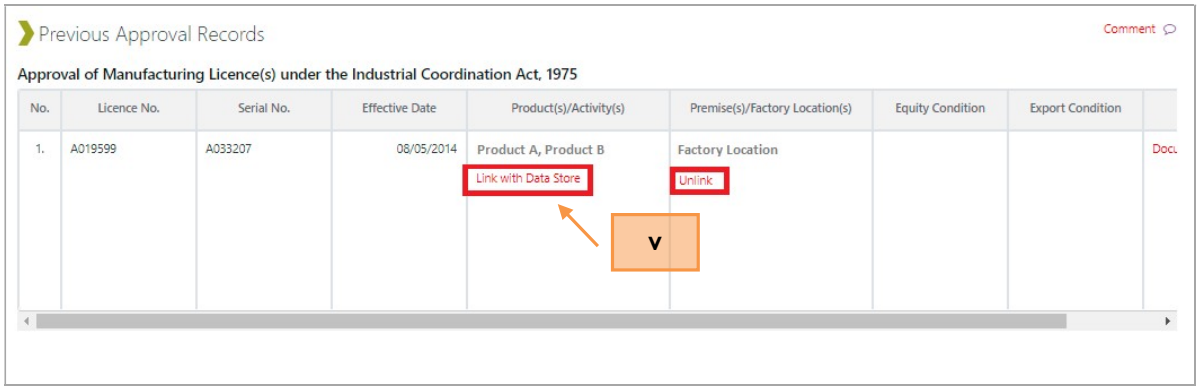


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

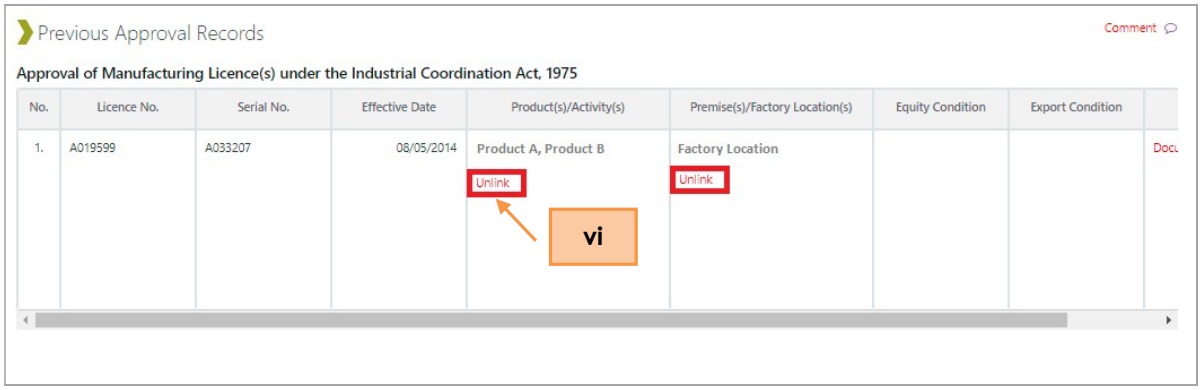
iii. Click the **[Link]** button



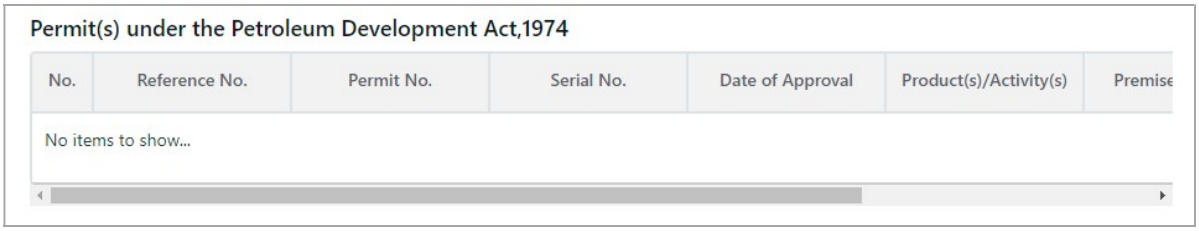
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).

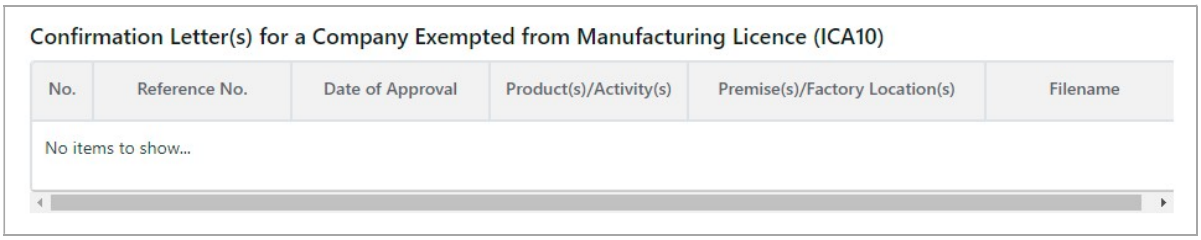


b) Permit(s) under the Petroleum Development Act,1974

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.3)

- Only Verified Permit(s) will be displayed in this section.

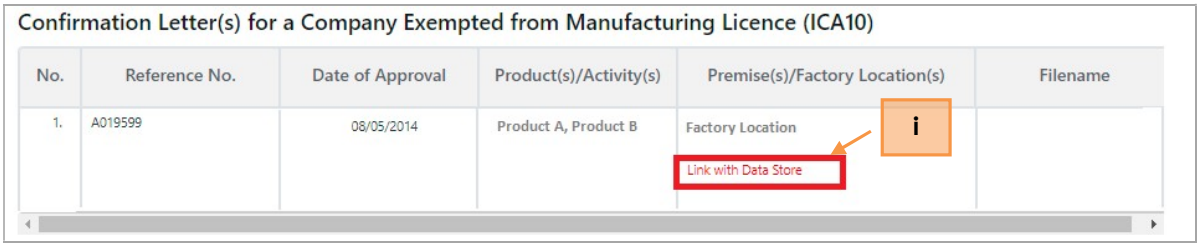


c) Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA10)

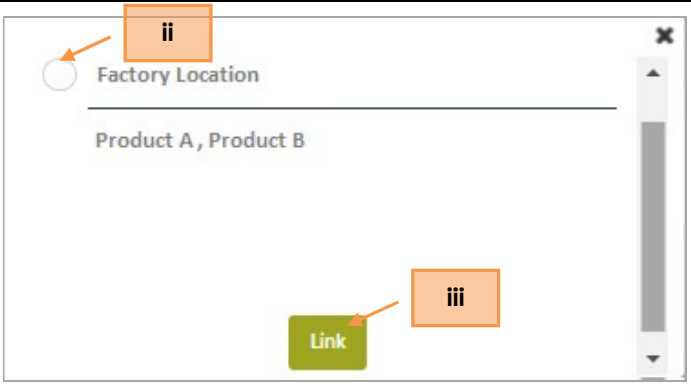
(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide.

Chapter 3 Industrial Profile : 3.8.5)

- Only Verified Confirmation Letter(s) will be displayed in this section.

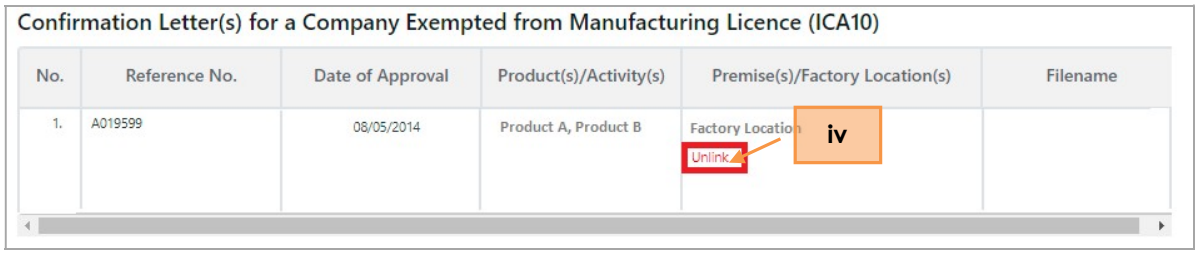


i. Click **[Link with Data Store]** to link/sync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile).

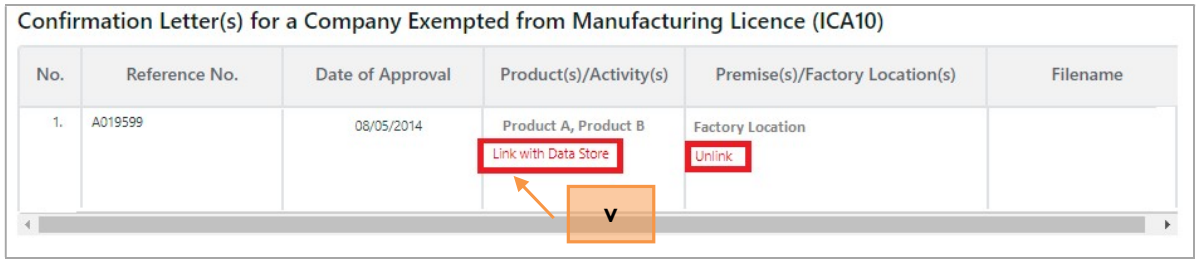


ii. Select the Factory Location radio button (Please ensure the Factory Location is same then can proceed to link/sync.

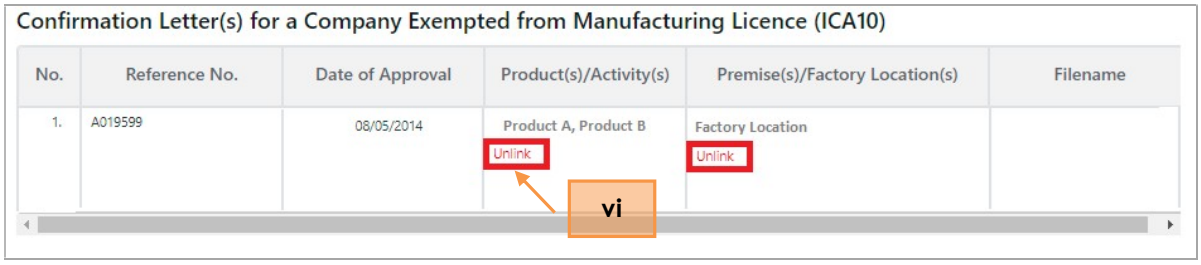
iii. Click the **[Link]** button



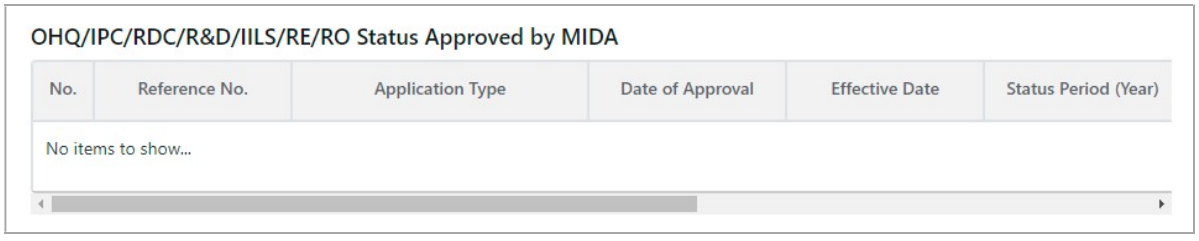
iv. Click **[Unlink]** to unlink/unsync the Factory Location in Section C: Previous Approval Record/Data Store with Factory Location in IRPM (Industrial Profile). This function can be used if the company select the wrong Factory Location.



v. Click **[Link with Data Store]** to link/sync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile).



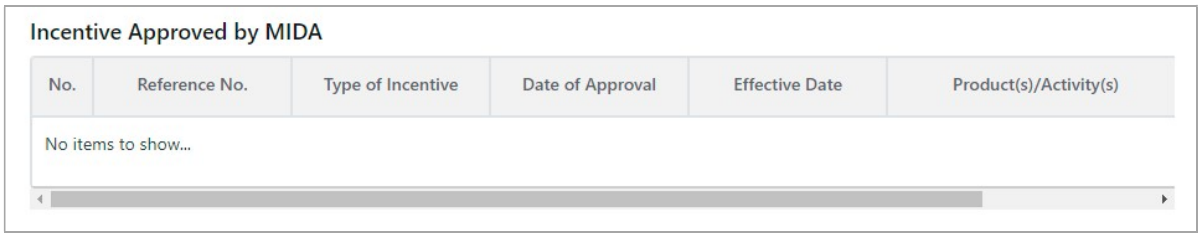
vi. Click **[Unlink]** to unlink/unsync the Product(s)/Activity(s) in Section C: Previous Approval Record/Data Store with Product(s)/Activity(s) in IRPM (Industrial Profile). This function can be used if the company select the wrong Product(s)/Activity(s).



d) OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.6)

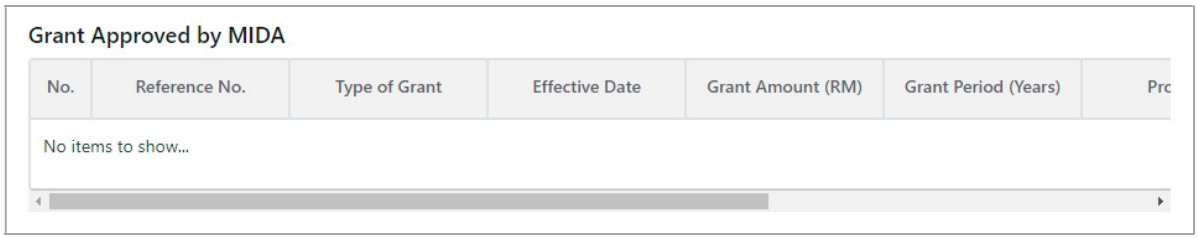
- Only Verified OHQ/IPC/RDC/R&D/IILS/RE/RO will be displayed in this section.



e) Incentive Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.7)

- Only Verified Incentive will be displayed in this section.



f) Grant Approved by MIDA

(Refer to [InvestMalaysia] Company Profile (IRPM) User Guide. Chapter 3 Industrial Profile : 3.8.8)

- Only Verified Grant will be displayed in this section.

g) Incentive Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

iii. Fill in required details:

- Type of Incentive
- Reference No.
- Date of Approval
- Effective Date
- Ministry(s)/Agency(s)
- Incentive Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)

- Incentive Status
- Filename (Attachment)

iv. Click **[Save) button**

v. The system will save and display an Incentive Approved by Other Government Agencies record.

h) Grant Approved by Other Government Agencies (if applicable)

i. Click the **[+Add Record]**

ii. The system will add a new row to insert the details.

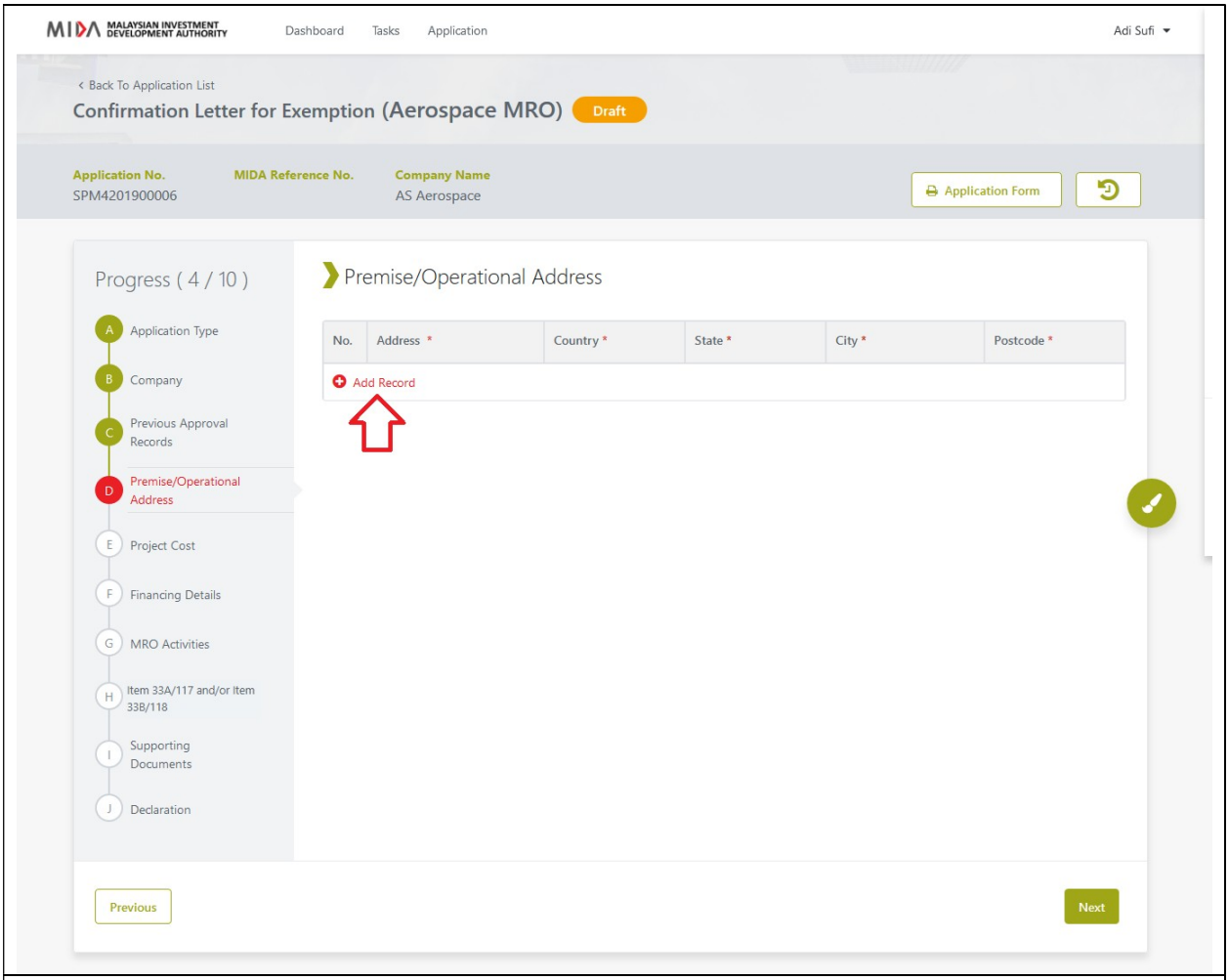
iii. Fill in required details:

- Type of Grant
- Reference No.
- Effective Date
- Ministry(s)/Agency(s)
- Grant Amount (RM)
- Grant Period (Years)
- Product(s)/Activity(s)
- Premise(s)/Factory Location(s)
- Grant Status
- Filename (Attachment)

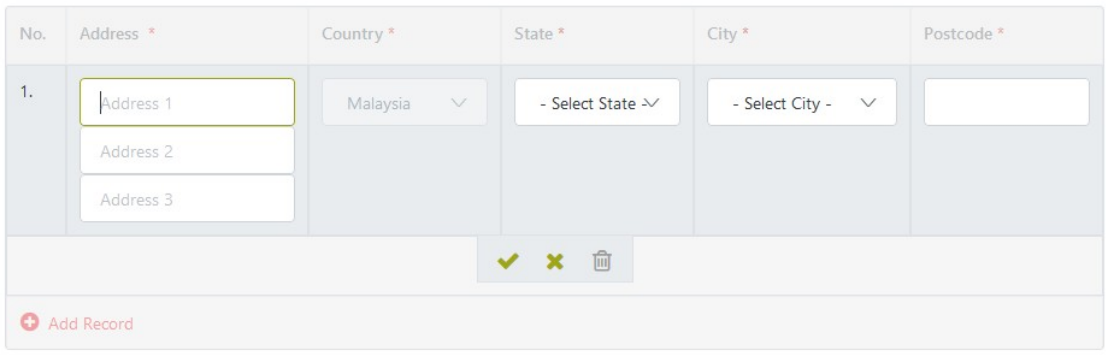
iv. Click **[Save) button**

v. The system will save and display a Grant Approved by Other Government Agencies record.

15. Click **[Next]**
16. System will redirect to **'Premise/Operational Address'**



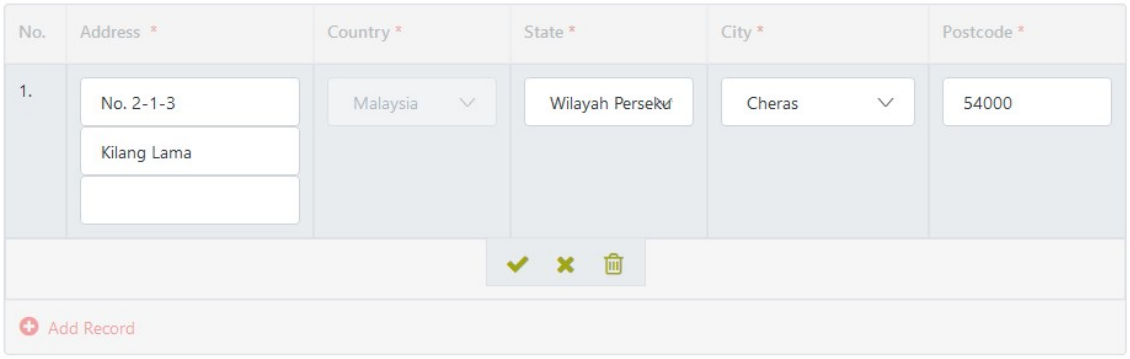
17. Fill in required details in **'Premise/Operational Address'**
18. Click **[+Add Record]**
19. System will add new row to insert address details



20. Fill in required details:
    a) Address
    b) Country
    c) State

d) City

e) Postcode

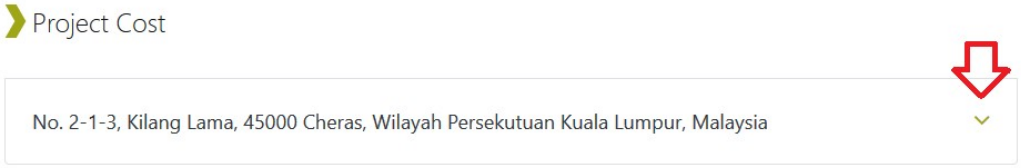


21. Click (save) button
22. System will save and display the address

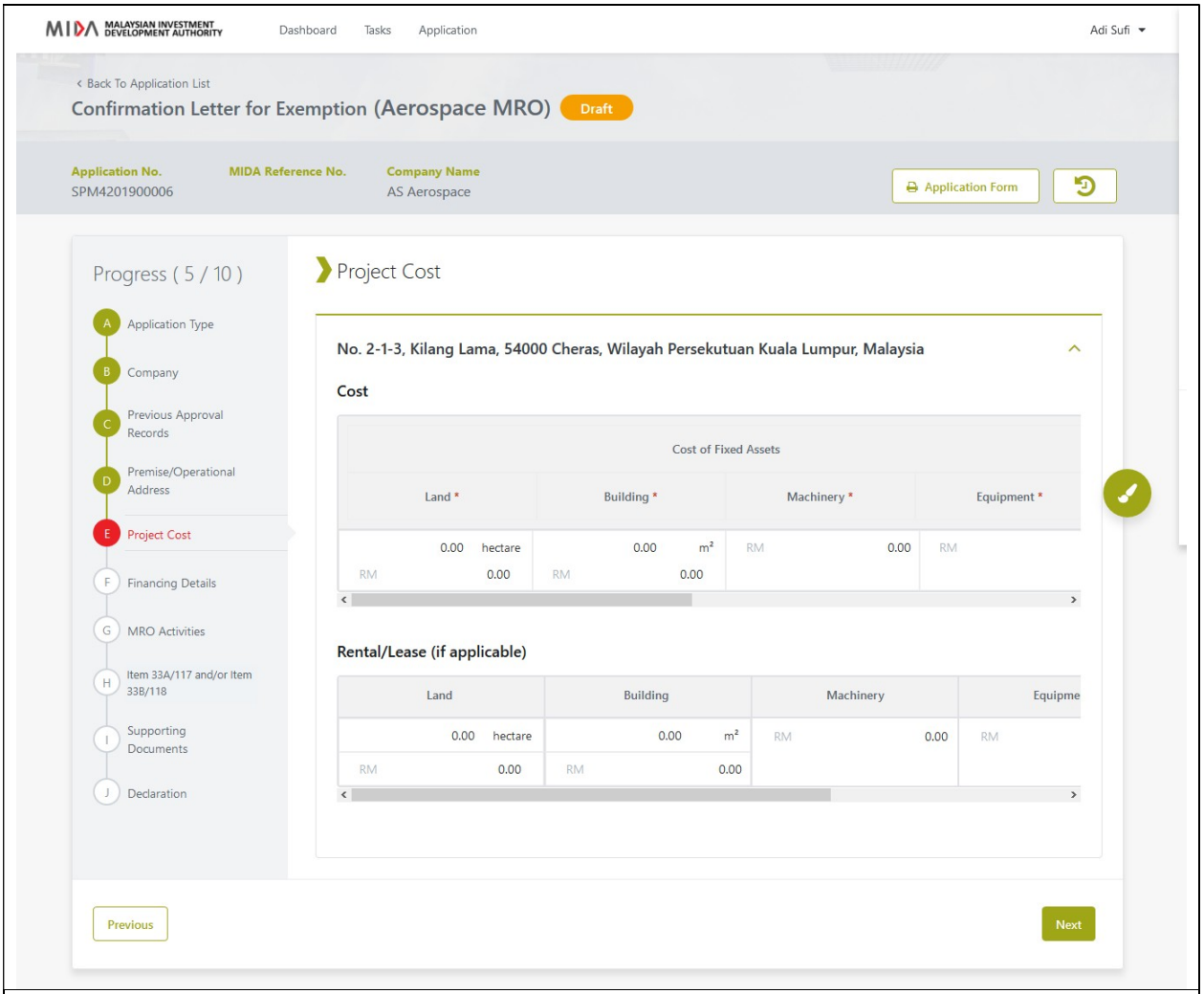
No.	Address *	Country *	State *	City *	Postcode *
1.	No. 2-1-3 Kilang Lama	Malaysia	Wilayah Persekutuan Kuala Lumpur	Cheras	45000

Add Record

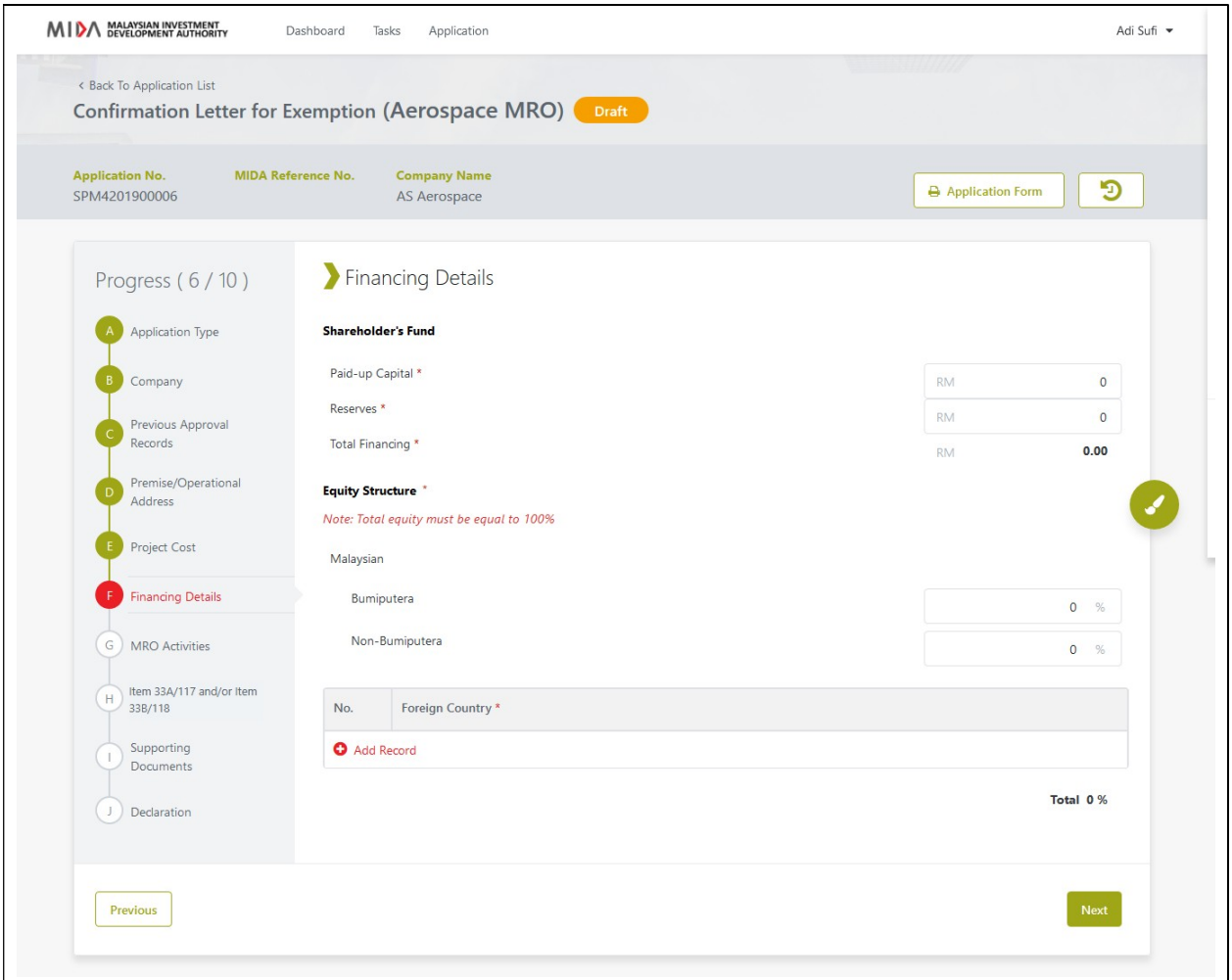
23. Click **[Next]**
24. System will redirect to **'Project Cost'**



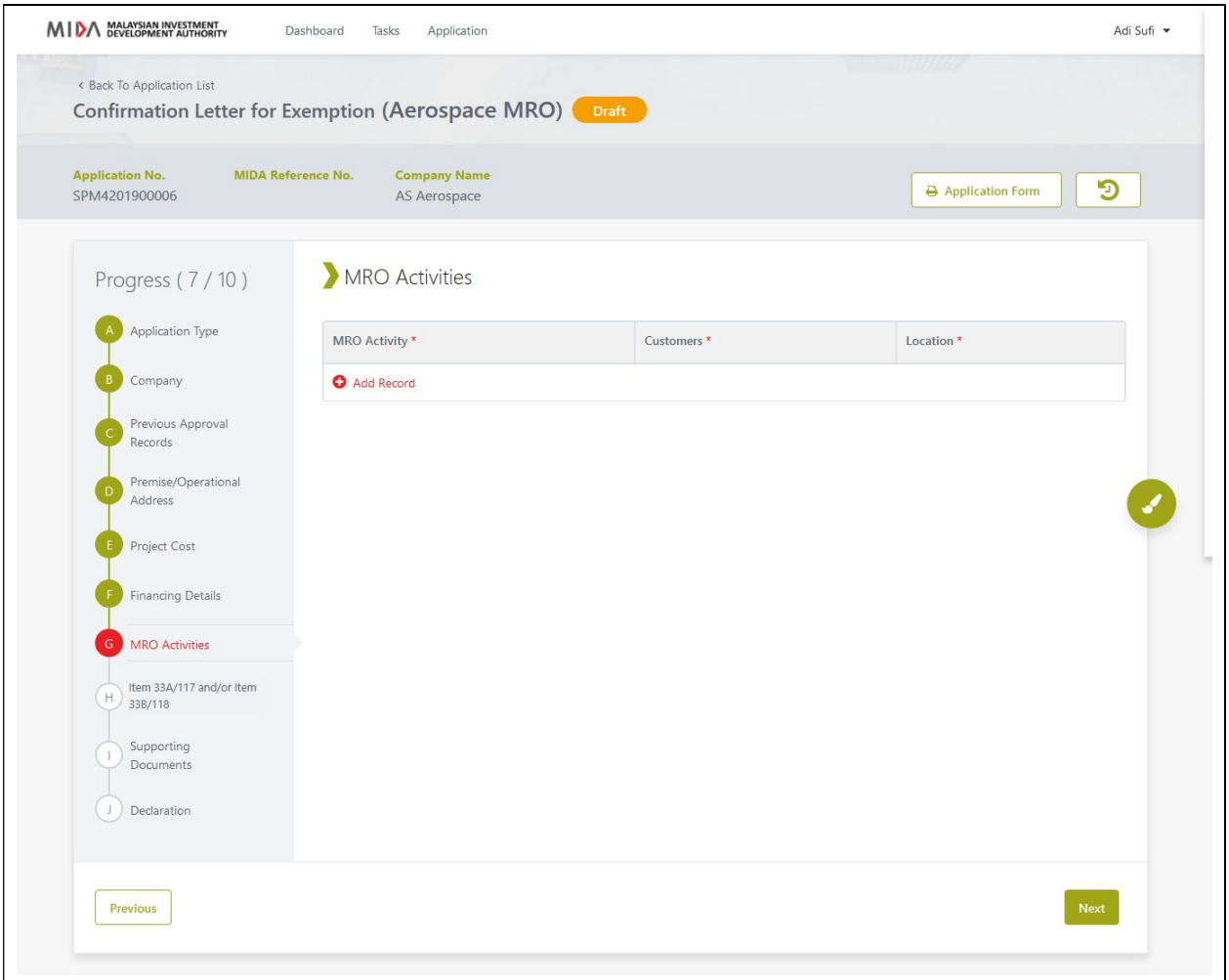
25. Click on the (expand) button to expand the project cost details



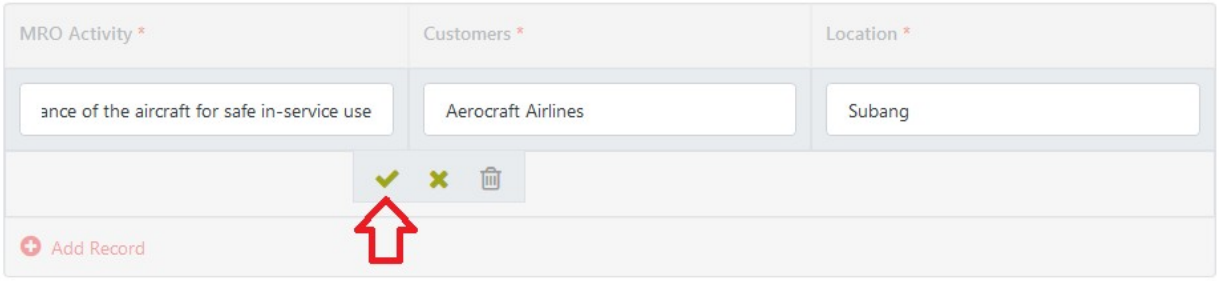
26. Fill in required details:
    a) Cost
    b) Rental/Lease (if applicable)
27. Click **[Next]**
28. System will redirect to **'Financing Details'**



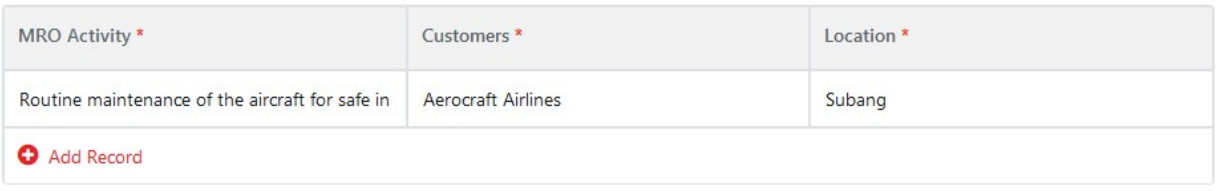
29. Fill in required details in:
    a) Shareholder's Fund
    b) Equity Structure
        i. Malaysian Bumiputera
        ii. Malaysian Non-Bumiputera
        iii. Foreign
30. Click **[Next]**
31. System will redirect to **'MRO Activities'**



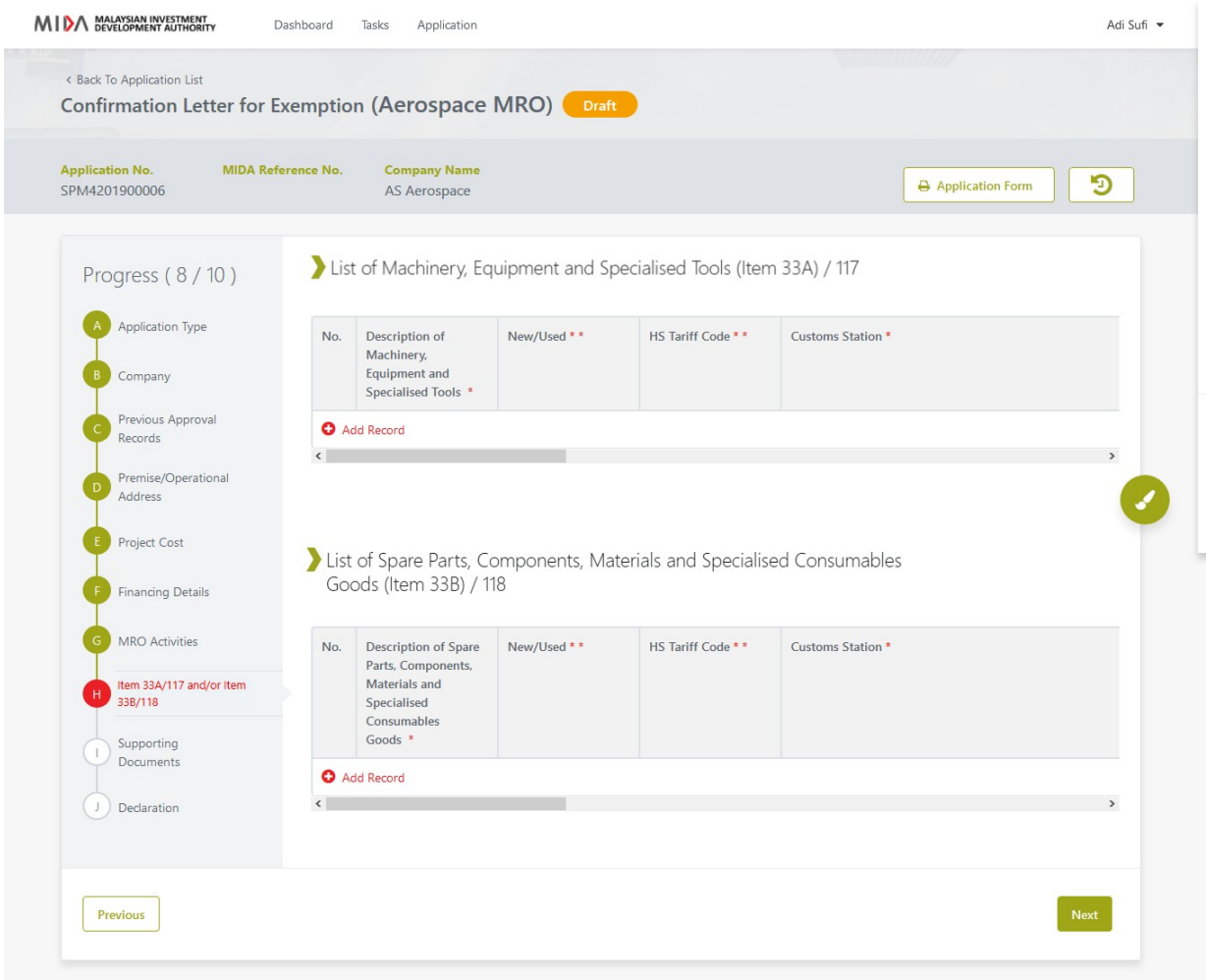
32. Click **[+Add Record]**
33. System will add new row to insert MRO details



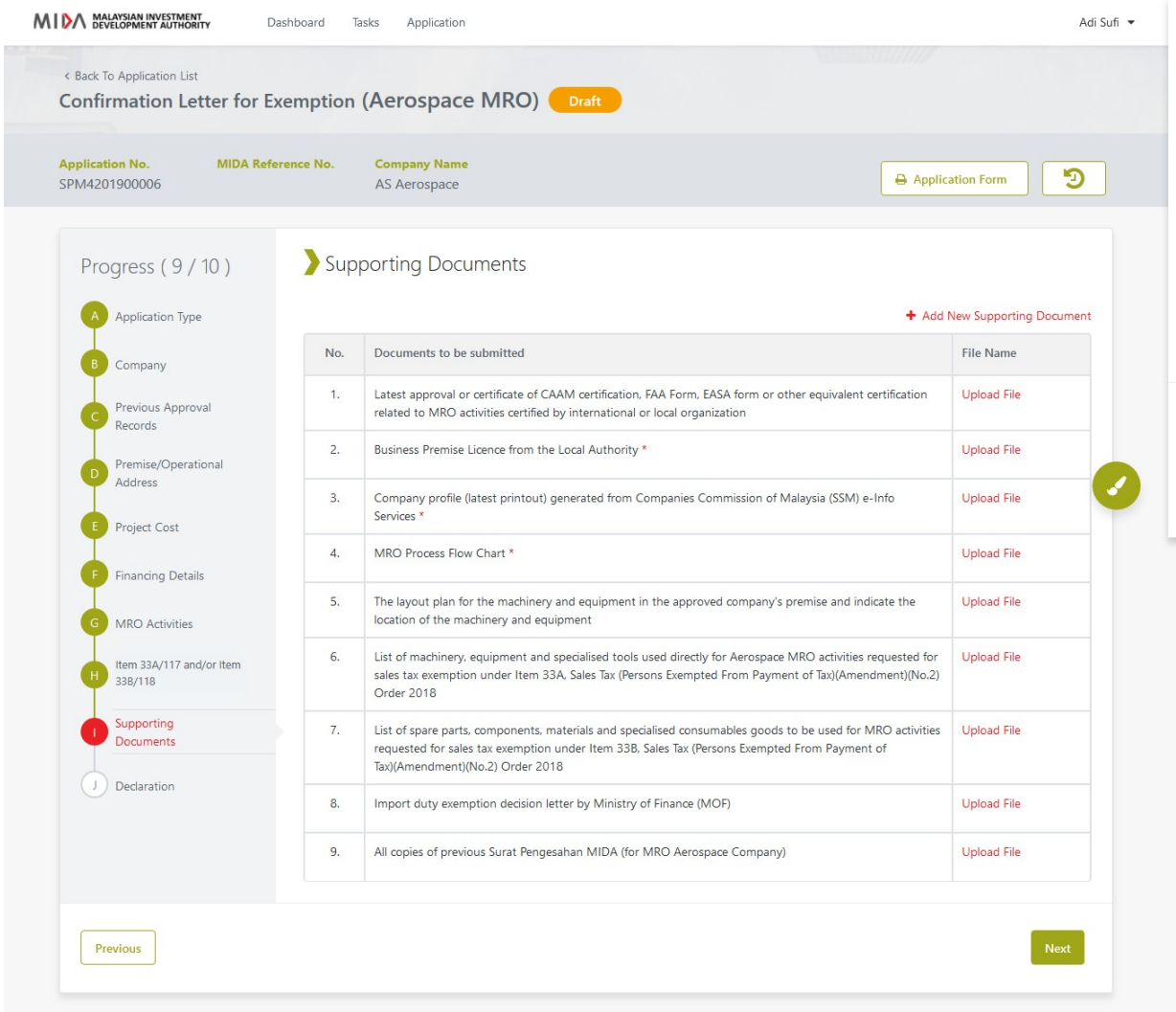
34. Click (save) button
35. System will save and display the address



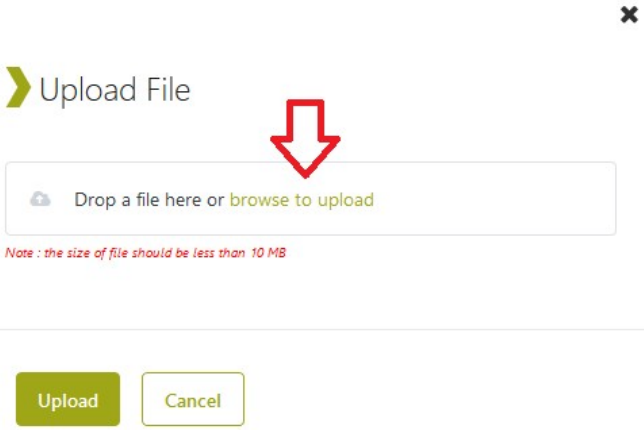
36. Click **[Next]**
37. System will redirect to **'Item 33A/117 and/or Item 33B/118'**



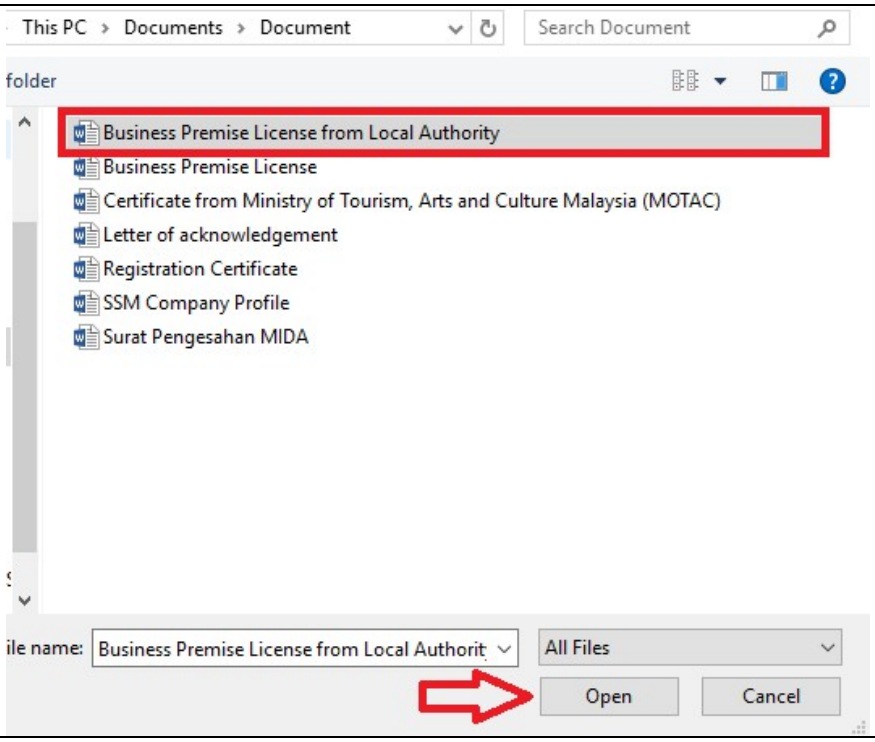
38. Fill in required details:
    a) List of Machinery, Equipment and Specialised Tools (Item 33A) / 117
    b) List of Spare Parts, Components, Materials and Specialised Consumables Goods (Item 33B) / 118
39. Click **[Next]**
40. System will redirect to **'Supporting Documents'**



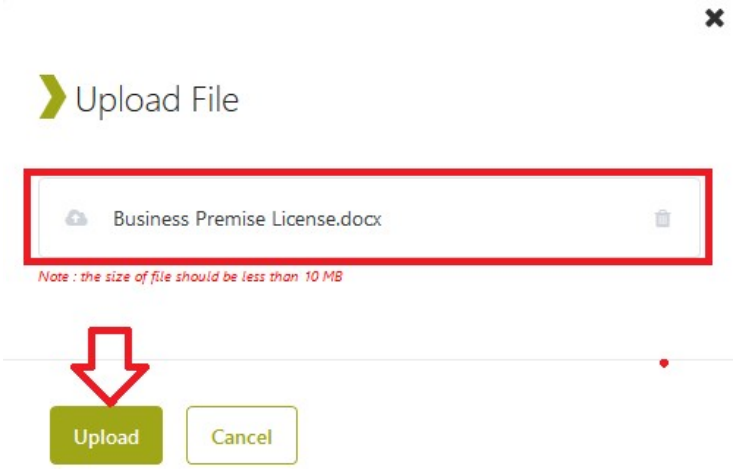
41. Upload mandatory document (denoted as '*' sign) by click **[Upload File]**
42. System will display pop-up message **'Upload File'**



43. Click **'browse to upload'**
44. System will open windows file upload



45. Select a file and click **[Open]**
46. System will display the filename and ready to be uploaded.

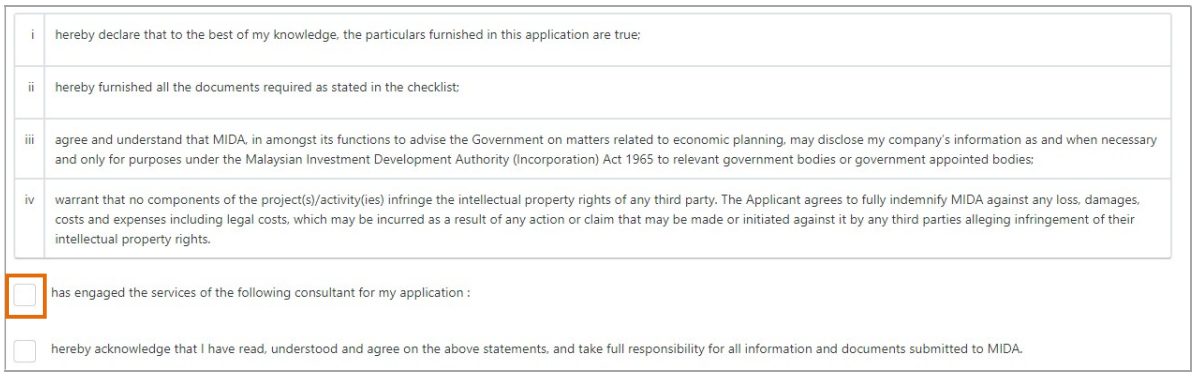


47. Click **[Upload]**
48. System will display the filename at **'Supporting Document'**

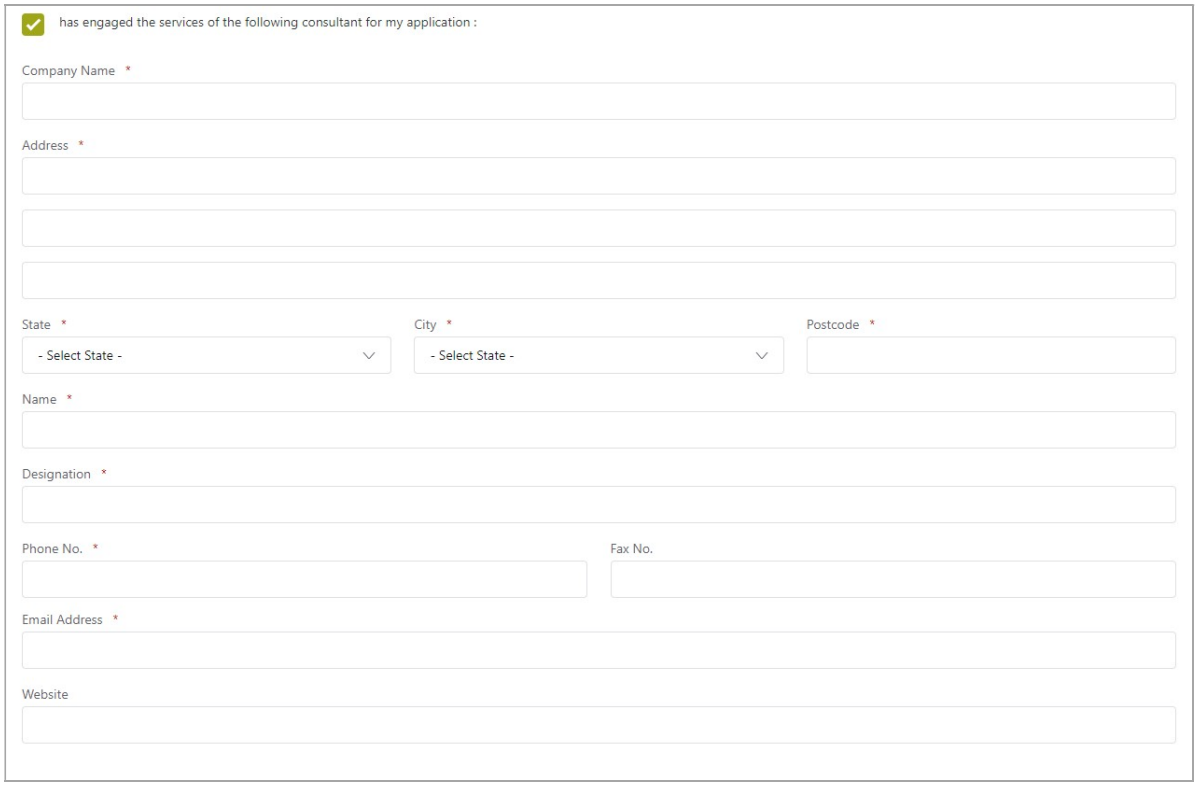
49. Click **[Next]**
50. System will redirect to **'Declaration'**

51. Click the dropdown **'Name'**
52. Select an Authorised Person from the dropdown list.

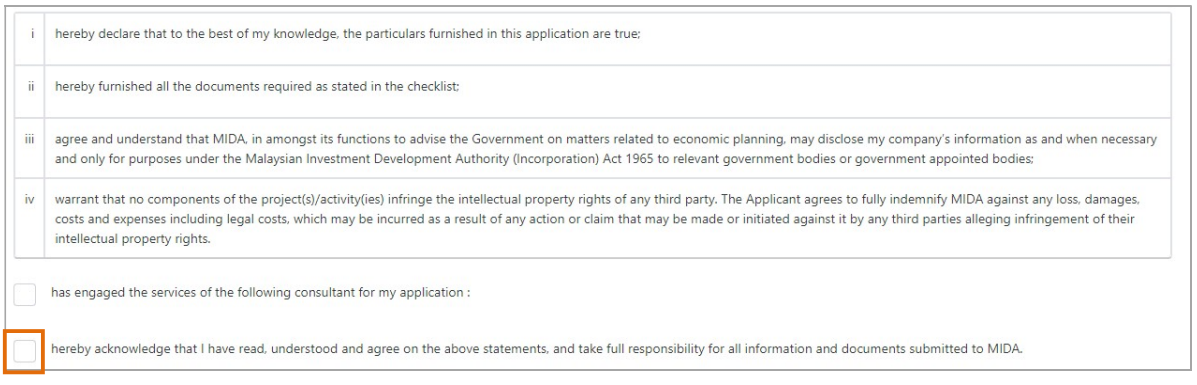
53. The system will auto-fill:
    a) Identity No./Passport No.
    b) Designation



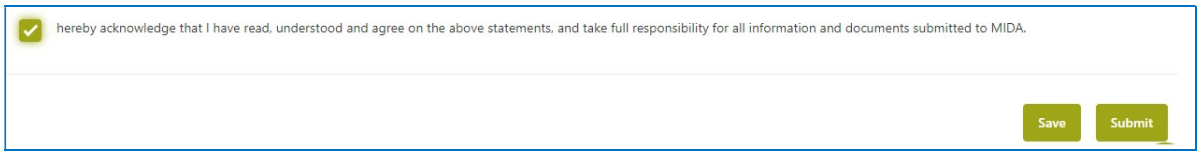
54. Tick the checkbox if engaging consultant services.



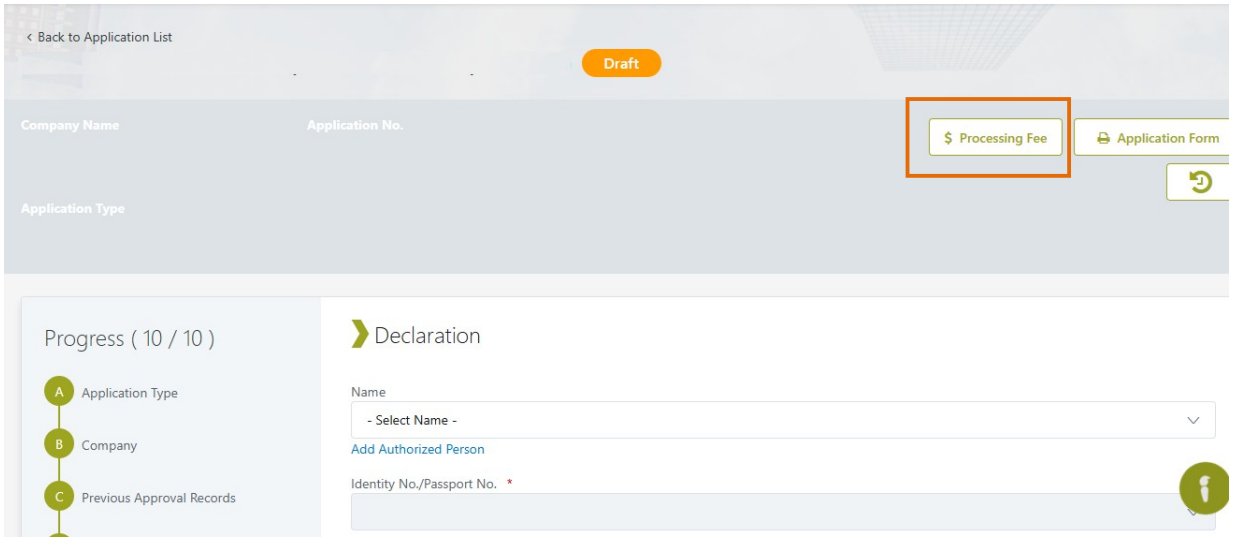
55. Fill in Consultant details such as:
    a. Company Name
    b. Address
    c. State
    d. City
    e. Postcode
    f. Name
    g. Designation
    h. Phone No.
    i. Fax No.
    j. Email Address
    k. Website

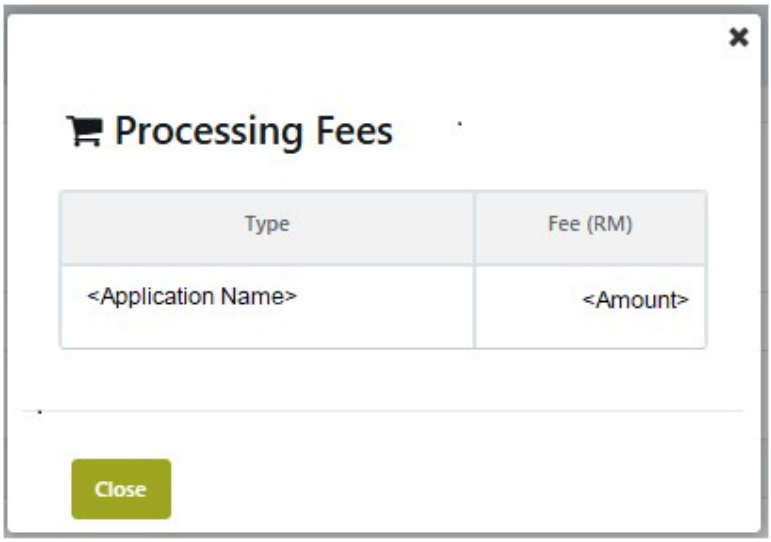


56. Tick the checkbox to agree with the terms and conditions stated in the **'Declaration'** section.

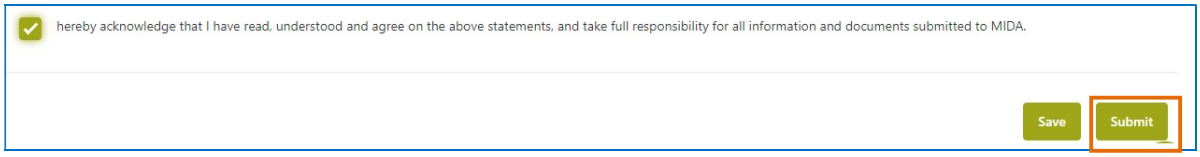


57. Click the **[Save]** button. The system will display a success message.

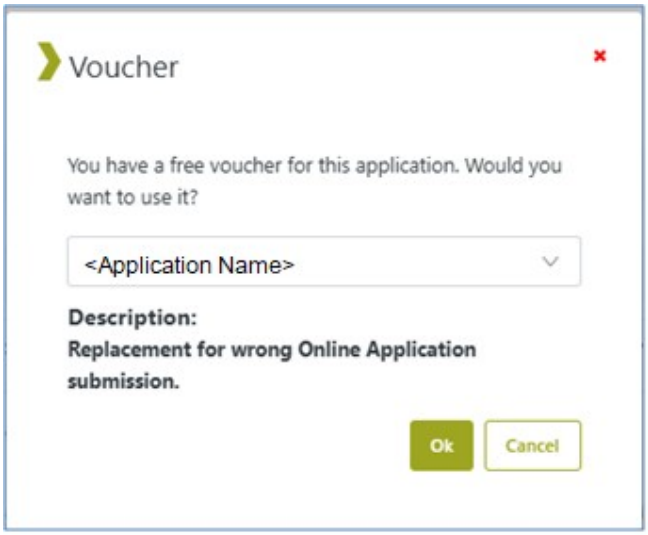




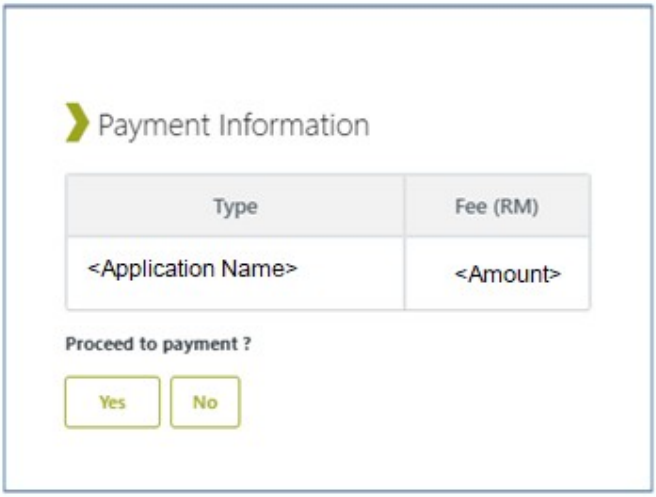
58. To check the application processing fee in the application header, click the [**Processing Fee**] button.



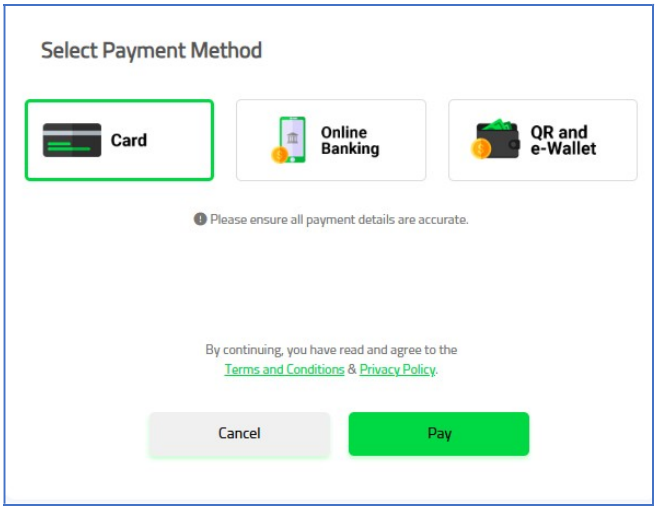
59. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company has a free voucher, allowing it to be applied.



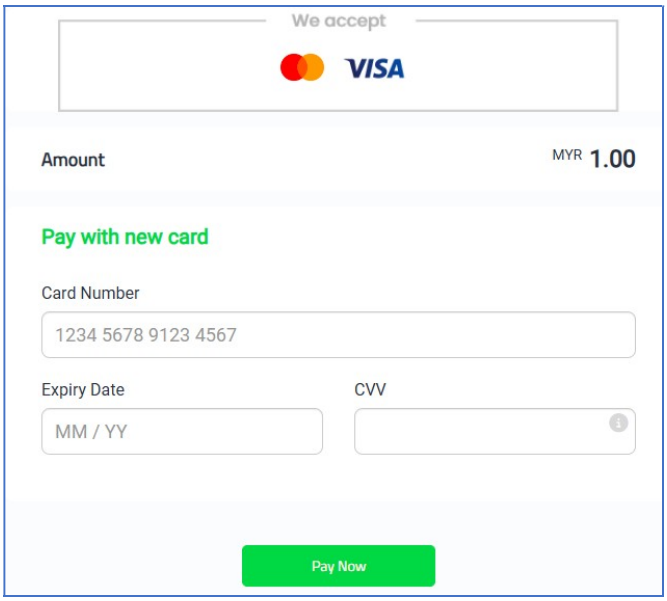
60. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company either does not have a free voucher or has chosen not to use it.



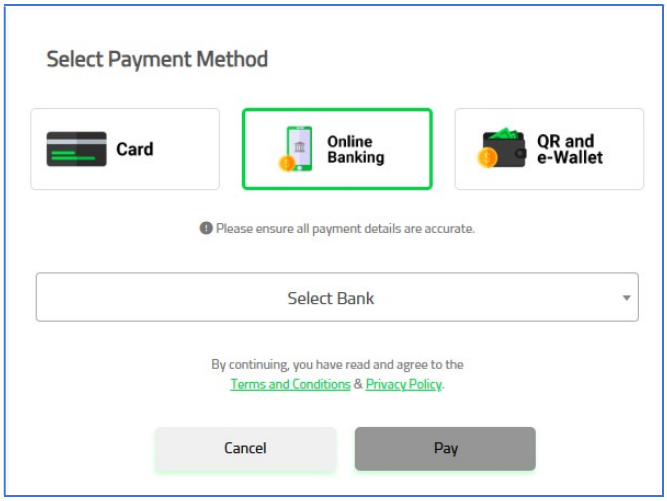
61. If the company clicks [**Yes**] to proceed with payment, the system will display the payment screen for the company to select payment option and click on [**Pay**] to make the payment.



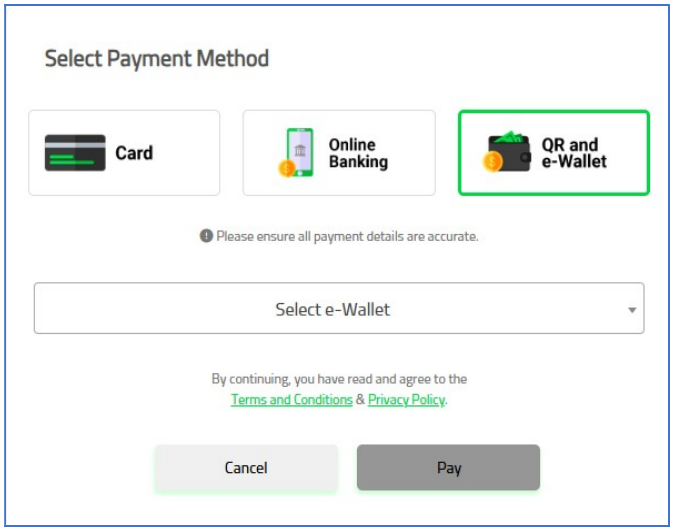
62. If the company select Card as payment option.



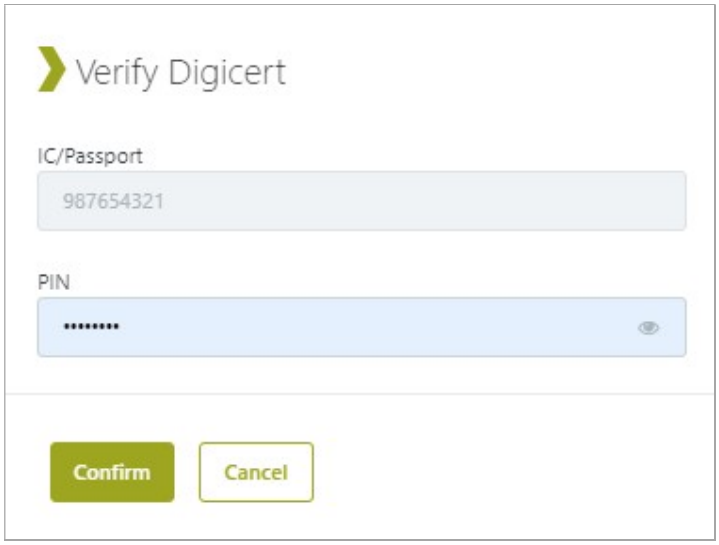
63. If the company select Online Banking as payment option.



64. If the company select QR and e-Wallet as payment option.



65. A popup message will appear to verify the Digicert if the payment has been made or if the application does not require a processing fee.



66. Click the **[Cancel]** button system will return to the **'Declaration'** section.
67. Insert PIN and click the **[Confirm]** button
68. The system will display a success message.

69. System will show above pop-up message as the submission is successful. Now user may wait for the notification email from MIDA regards the further process.

InvestMalaysia - Your application SPM4201900087 is successfully submitted

Dear Adi Sufi,

You have successfully submitted your application to InvestMalaysia Online Portal. MIDA is reviewing the application.

The details of the application are as follows:

Reference No: SPM4201900087
Company Name: Brightside Co.
Application Type: New

Thank you.

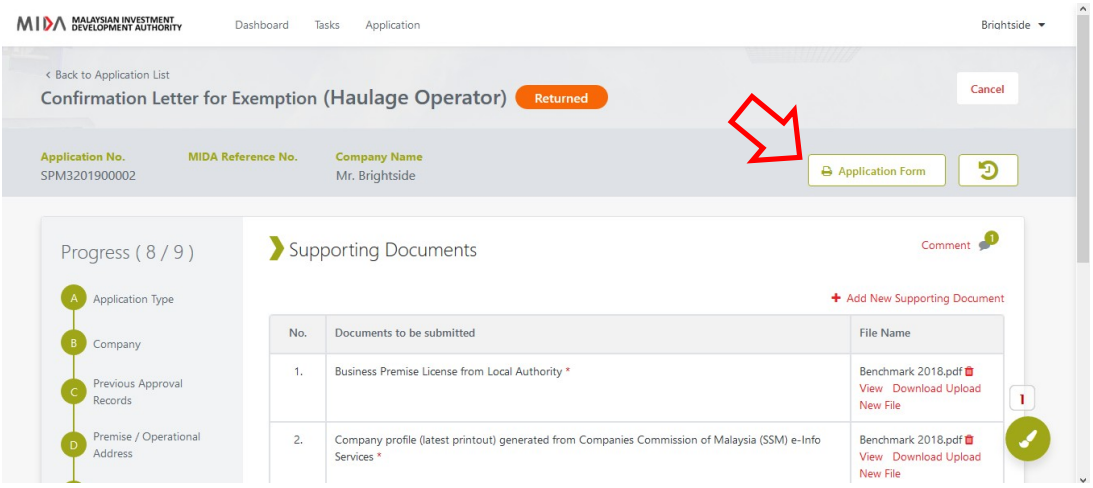
Regards
InvestMalaysia Administrator

3.6 Print Preview Application

This system provides the facility for you to print the application form either before/after you submit the application.

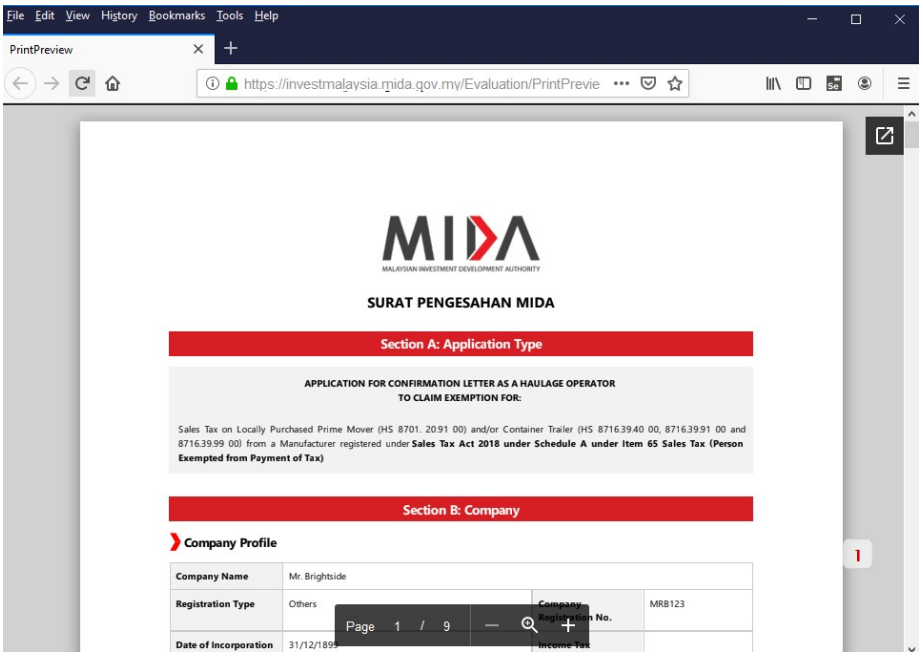
a. To print preview, at the application form header click the

icon.



b. Web browser will save and display/preview the application form. You may review and correct the application form before submitting to MIDA.

*Please take note that this features is only for **preview purpose only**. If you have any changes, please amend in the online application form. Changes made from this softcopy will not be reflected in the system. Only changes made in the online form will be entertained by MIDA Officer.



3.7 Application Returned by MIDA Due to Incomplete Information

If the application has been returned by MIDA, system will email to user as sample below:

InvestMalaysia - Returned Application SPM3201900002

Dear Sir/Madam,

Please be informed that your application SPM3201900002 has been returned for the following reason:

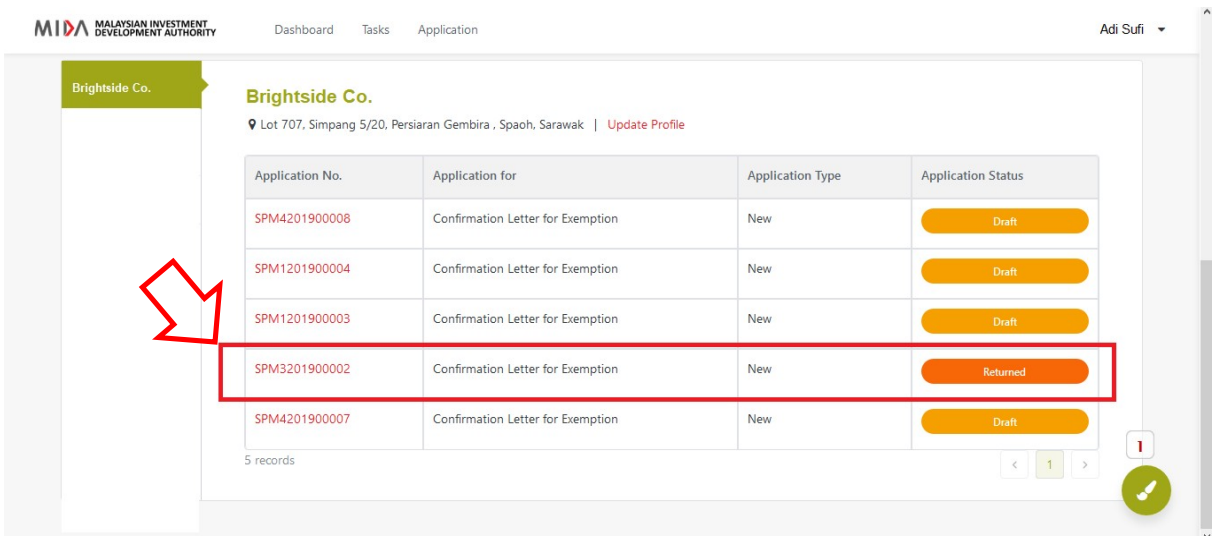
Reason: Company did not provide the latest Company profile generated from Companies Commission of Malaysia (SSM) e-Info Services.

Please update and resubmit your application.

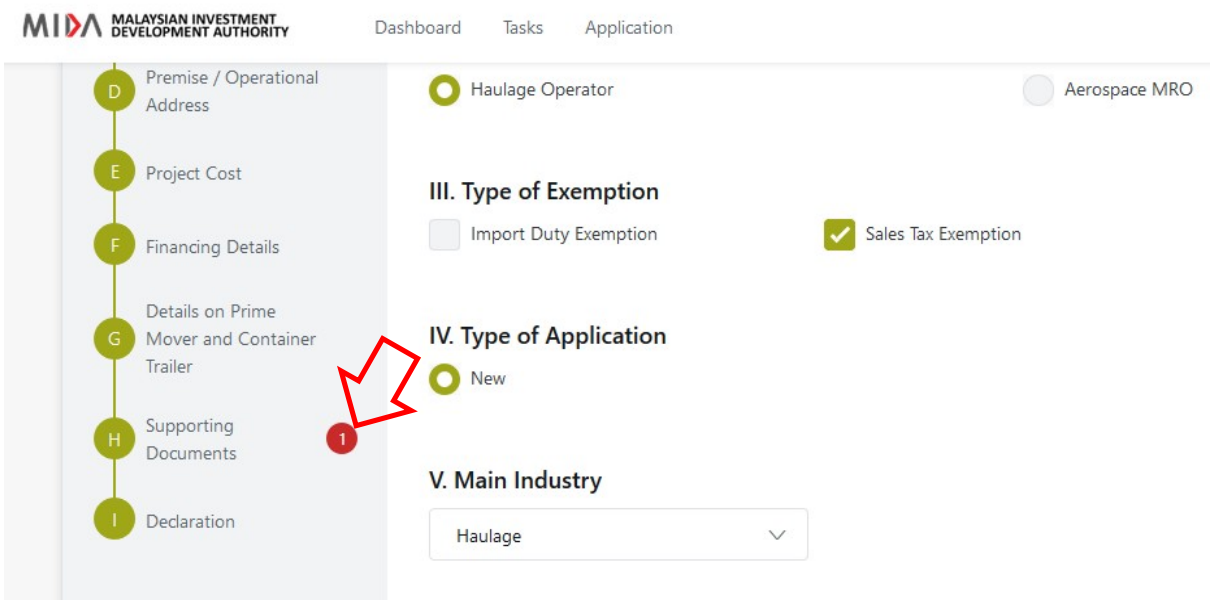
Thank you.

Regards
InvestMalaysia Administrator

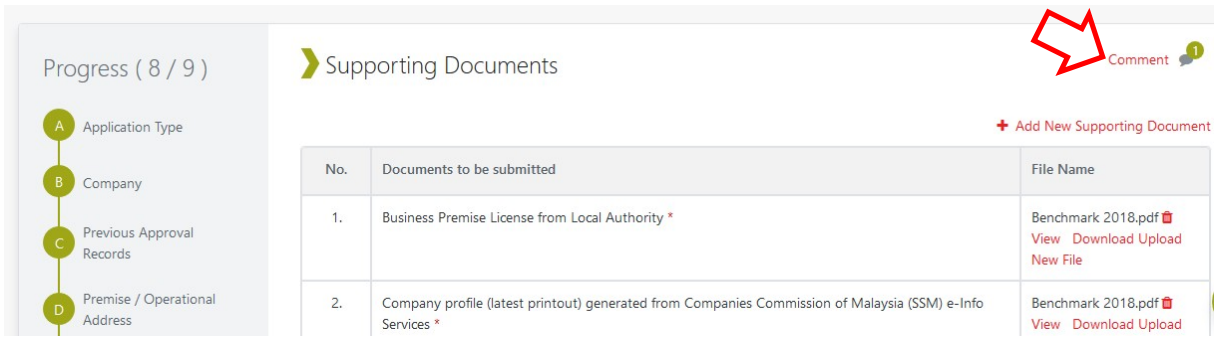
1. User must login back to https://investmalaysia.mida.gov.my and amend the necessary section that incomplete. Once logged in to InvestMalaysia Online Portal, you will see the **Application Status** is 'Returned'.



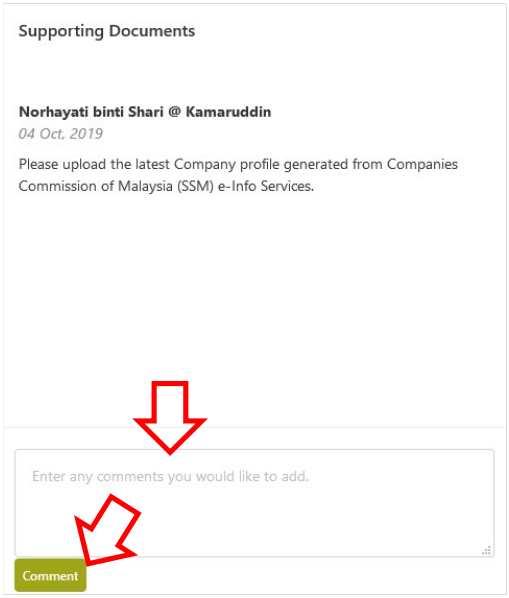
2. Click the [Application No.] to open the application and **do the necessary changes as mentioned in the email.**



3. To ensure you will update/amend the right section, check the 'bubble' icon; which mean that particular section has a comment made by MIDA Officer.



4. Click on the Comment 1 to see the details.



5. You may reply/add comments by inserting text at the provided section.
6. Click **[Comment]** to display the message. Please note that both of you and MIDA officer can see these comments.

3.8 Acknowledgement Email when Application is Received and Being Processed

Once your application is complete and MIDA Officer is satisfied with all the information, it will be accepted for processing. You will be notified with an email as below:

InvestMalaysia - Akuan Penerimaan

Tuan/Puan,

Adalah dimaklumkan bahawa permohonan syarikat tuan/puan telah diterima dan sedang dipertimbangkan.

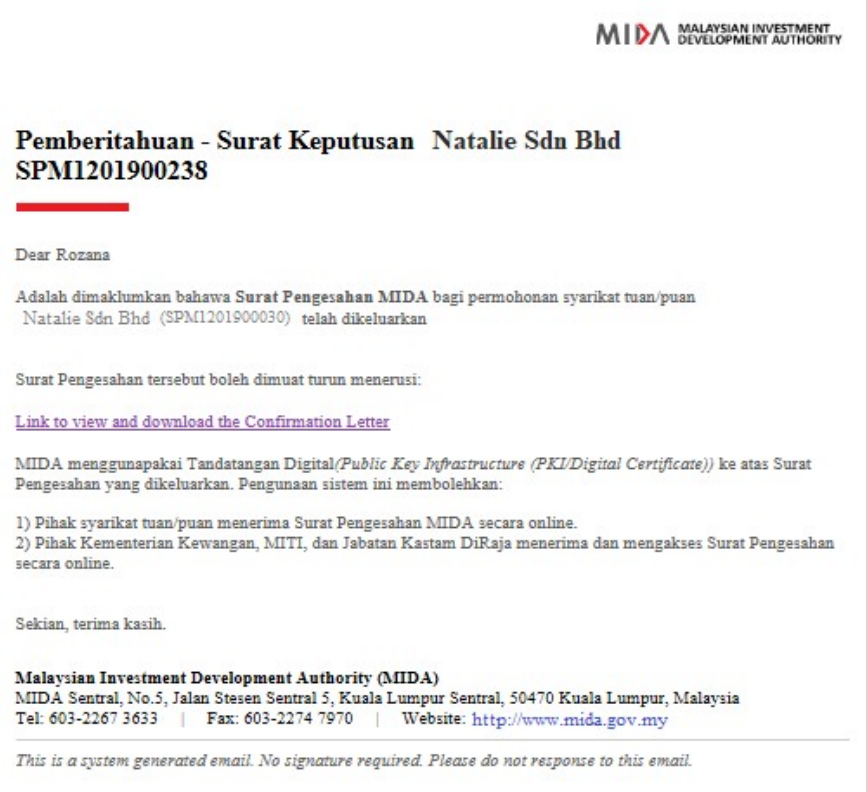
No. Rujukan MIDA	:	SPM3/2019/00004
No. Ruj Permohonan	:	SPM3201900010
Tarikh dan Masa Diterima	:	04/10/2019 18:45:49
Nama Syarikat	:	BRIGHTSIDE
No. Pendaftaran Syarikat:	:	MRB123
Pegawai Dihubungi	:	Brightside
Jawatan	:	Investor
No. Telefon	:	019491032
Emel	:	mrbrightside2020@gmail
Alamat	:	LOT 707, SIMPANG 5/20, PERSIARAN GEMBIRA, , 0-990 SPAOH, SARAWAK, MALAYSIA
Bahagian	:	Seksyen Tarif
Pengarah / Timbalan Pengarah	:	Maizatul Akmar binti Mohammed Hashim
No. Tel	:	0322673436
Emel	:	maizatul@mida.gov.my
Pegawai MIDA	:	Azar binti Ahmad
No. Tel	:	0322673432
Emel	:	azar@mida.gov.my

Sekian, terima kasih
InvestMalaysia Administrator

Malaysian Investment Development Authority (MIDA)
MIDA Sentral, No.5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia
Tel: 603-2267 3633 **Fax:** 603-2274 7970 **Email:** **investmalaysia@mida.gov.my**
InvestMalaysia Online Portal: https://investmalaysia.mida.gov.my
Offical Website: **https://www.mida.gov.my**

3.9 Email Notification when Application is Successful

Once the application has been processed and approved by MIDA, you will receive email notification.



Pemberitahuan - Surat Keputusan Natalie Sdn Bhd
SPM1201900238

Dear Rozana

Adalah dimaklumkan bahawa **Surat Pengesahan MIDA** bagi permohonan syarikat tuan/puan Natalie Sdn Bhd (SPM1201900030) **telah dikeluarkan**

Surat Pengesahan tersebut boleh dimuat turun menerusi:

Link to view and download the Confirmation Letter

MIDA menggunapakai Tandatangan Digital*(Public Key Infrastructure (PKI/Digital Certificate))* ke atas Surat Pengesahan yang dikeluarkan. Pengunaan sistem ini membolehkan:

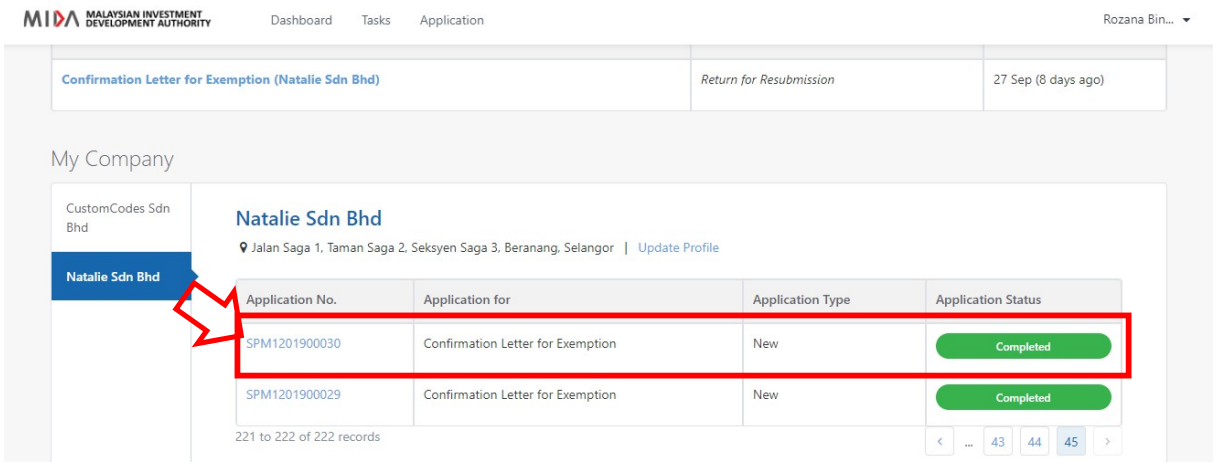
1) Pihak syarikat tuan/puan menerima Surat Pengesahan MIDA secara online.
2) Pihak Kementerian Kewangan, MITI, dan Jabatan Kastam DiRaja menerima dan mengakses Surat Pengesahan secara online.

Sekian, terima kasih.

Malaysian Investment Development Authority (MIDA)
MIDA Sentral, No.5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia
Tel: 603-2267 3633 | Fax: 603-2274 7970 | Website: http://www.mida.gov.my

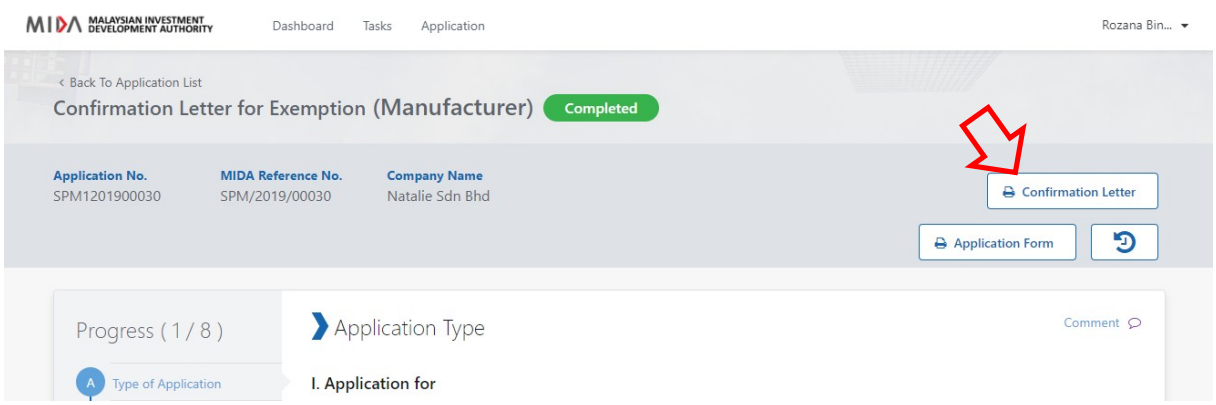
This is a system generated email. No signature required. Please do not response to this email.

c. Login to https://investmalaysia.mida.gov.my.



d. Check the Completed status at your application status.

e. Click the **Application No.**



f. Click the Confirmation Letter button and automatically download the **Confirmation Letter.**

Nama Syarikat : **Natalie Sdn Bhd**
No. Pendaftaran Syarikat : 12345-X
No. Ruj. Fail : MIDA.600-4/12/1
No. Ruj. MIDA : SPM1/2019/00002
Tarikh Diterima : 28/09/2019
Jenis Permohonan : Baharu

MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
MIDA
MIDA SENTRAL
No. 5, Jalan Stesen Sentral 5
Kuala Lumpur Sentral,
50470 Kuala Lumpur, Malaysia
T : +603 2267 3633
F : +603 2267 7970
E : investmalaysia@mida.gov.my
www.mida.gov.my

Natalie Sdn Bhd
MENARA MESINIAGA 1A
JALAN SS16/1
SUBANG JAYA
47500 SUBANG JAYA
SELANGOR

Tuan,

Surat Pengesahan sebagai Syarikat Pengilang di Kawasan Utama Kastam untuk Menuntut Pengecualian Duti Import dan/atau Cukai Jualan ke atas Mesin / Peralatan / Alat Ganti di bawah Butiran 112 Perintah Duti Kastam (Pengecualian) 2017 dan/atau Butiran 55 Jadual A Perintah Cukai Jualan (Orang Yang Dikecualikan Daripada Pembayaran Cukai) 2018

Saya merujuk permohonan tuan mengenai perkara di atas.

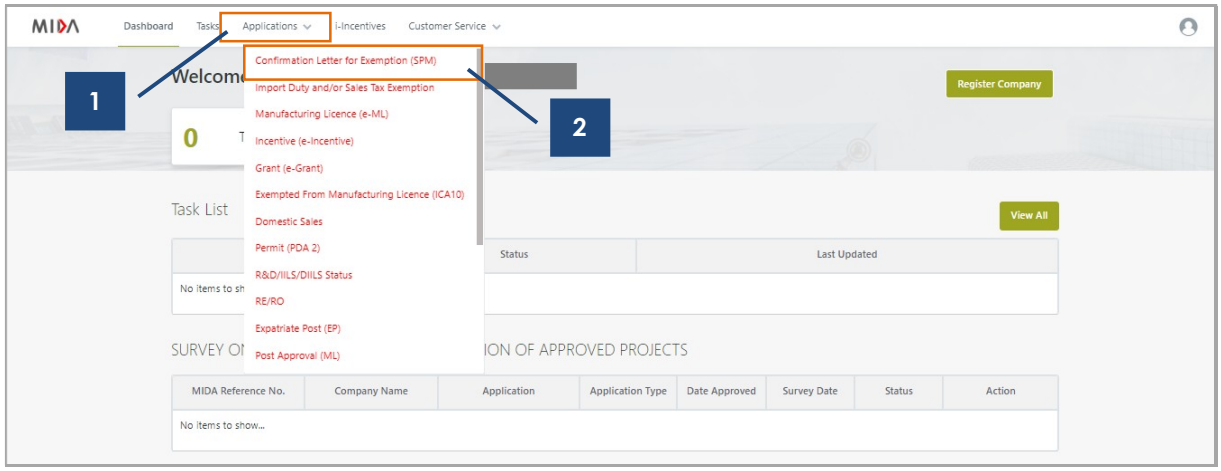
2. Selaras dengan peruntukan di bawah **Butiran 112 Perintah Duti Kastam (Pengecualian) 2017** dan/atau **Butiran 55 Jadual A Perintah Cukai Jualan (Orang Yang Dikecualikan Daripada Pembayaran Cukai) 2018**, Lembaga Pembangunan Pelaburan Malaysia (MIDA) **mengesahkan bahawa** **Natalie Sdn Bhd** adalah **Syarikat Pengilang** di Kawasan Utama Kastam dan boleh menuntut pengecualian seperti berikut :-

a) **Duti import** ke atas **mesin dan peralatan tidak termasuk alat ganti dan bahan gunahabis** yang diimport atau dibeli daripada Gudang Pengilang Berlesen, Gudang Berlesen dan Zon Bebas di bawah **Butiran 112 Perintah Duti Kastam (Pengecualian) 2017**

b) **Cukai jualan** ke atas **mesin, peralatan dan alat ganti** yang diimport atau dibeli daripada Gudang Pengilang Berlesen, Gudang Berlesen atau Zon Bebas atau Pengilang seperti yang diluluskan oleh Ketua Pengarah Kastam di bawah **Butiran 55 Jadual Perintah Cukai Jualan (Orang Yang Dikecualikan Daripada Pembayaran Cukai) 2018**

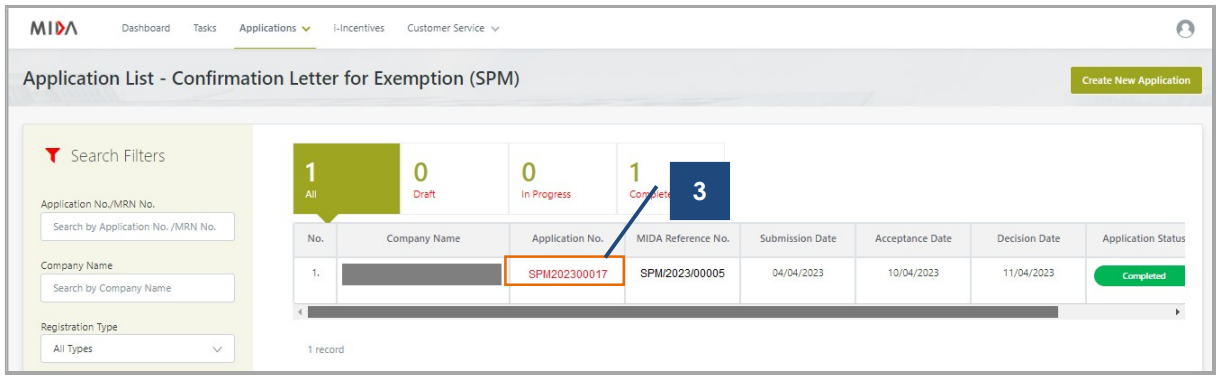
3.10 Download Confirmation Letter and Verify QR Code

3.10.1 View Successful Application

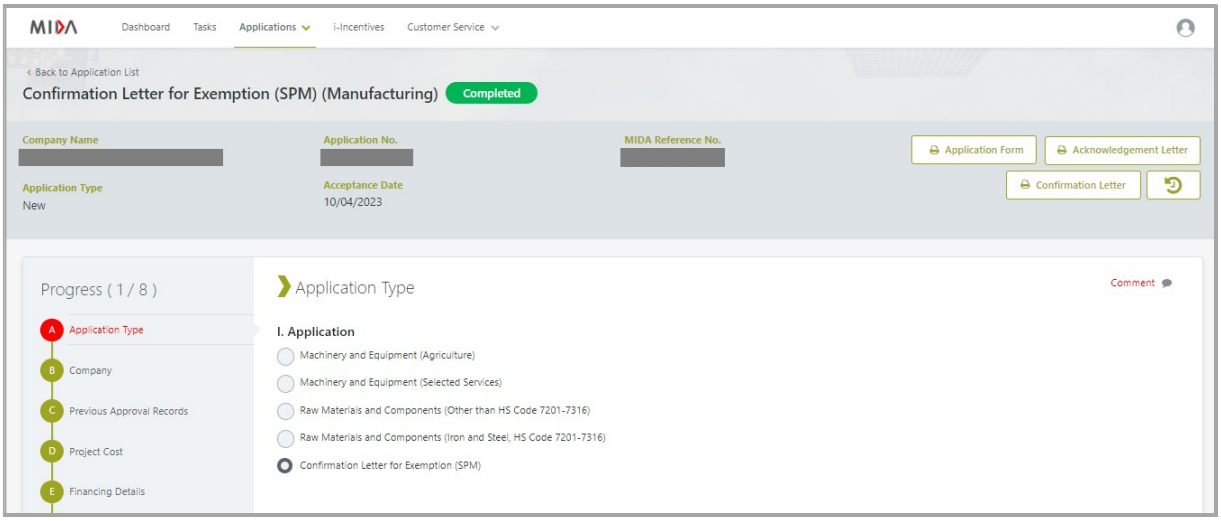


Upon receiving email notification when application is successful, user shall be able to view the Confirmation Letter in the application form.

1. To view the application, click on the **[Applications]** menu. The system will display all online modules in the dropdown menu.
2. Click on the module link that user wish to open.

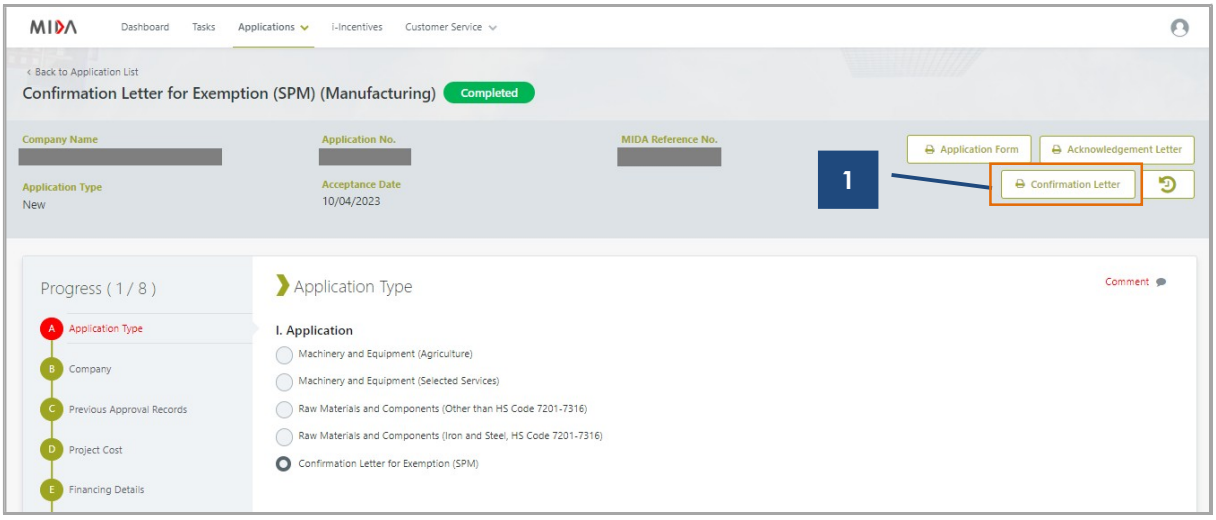


3. Once the **Application List** for the selected module is displayed, click on the **[Application No]** link that user wish to view**.**

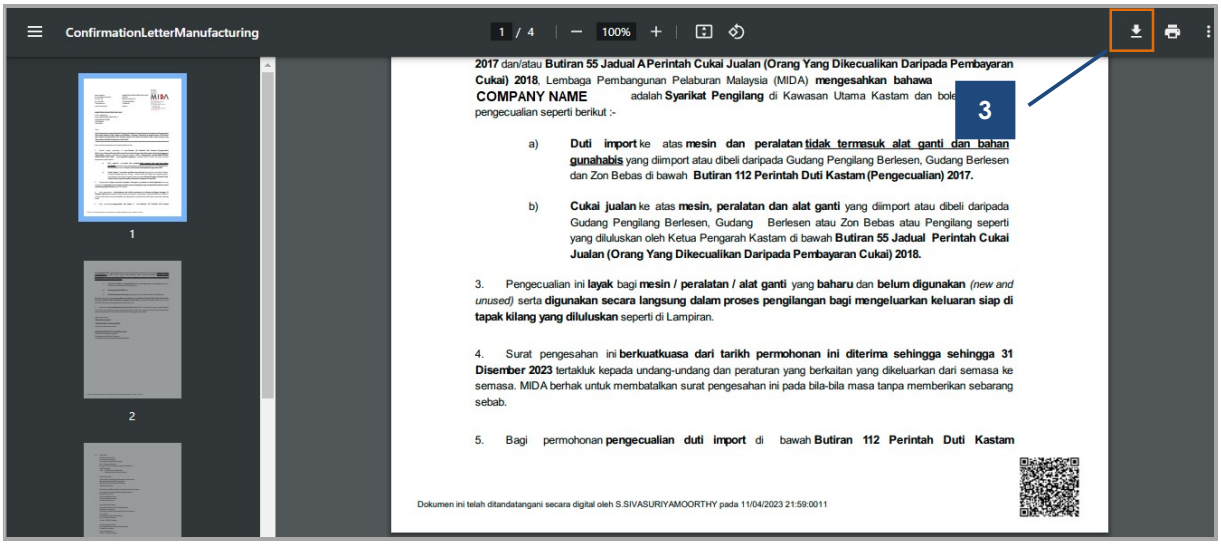


4. System will display the selected application form.

3.10.2 Download Confirmation Letter

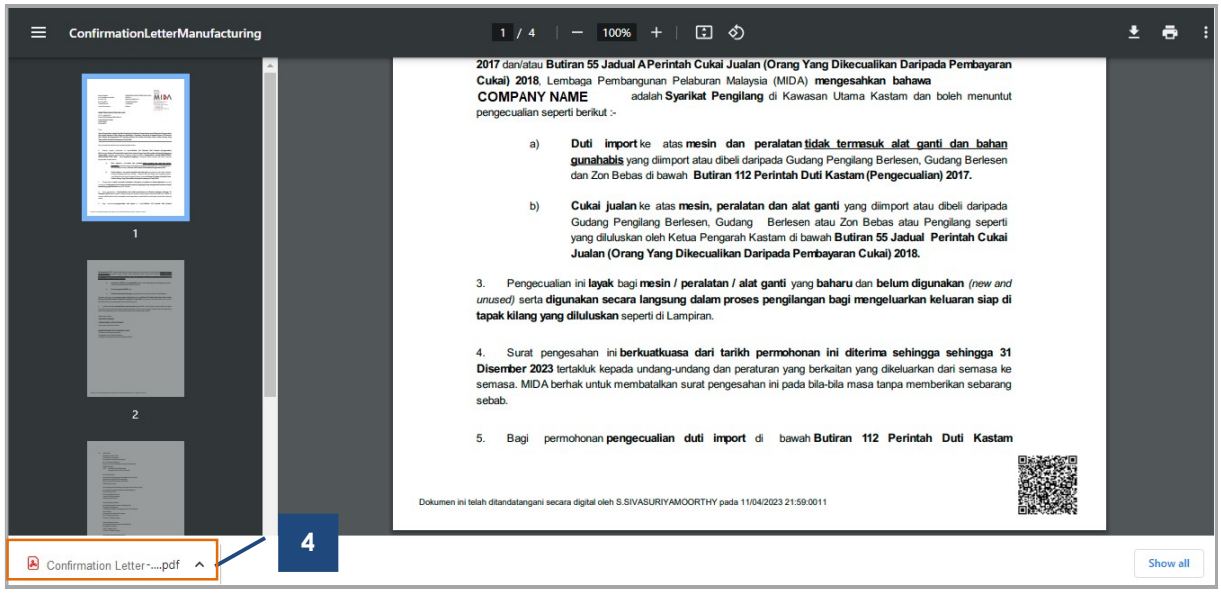


1. From the Application Form header, click on the **[Confirmation Letter]** action button.



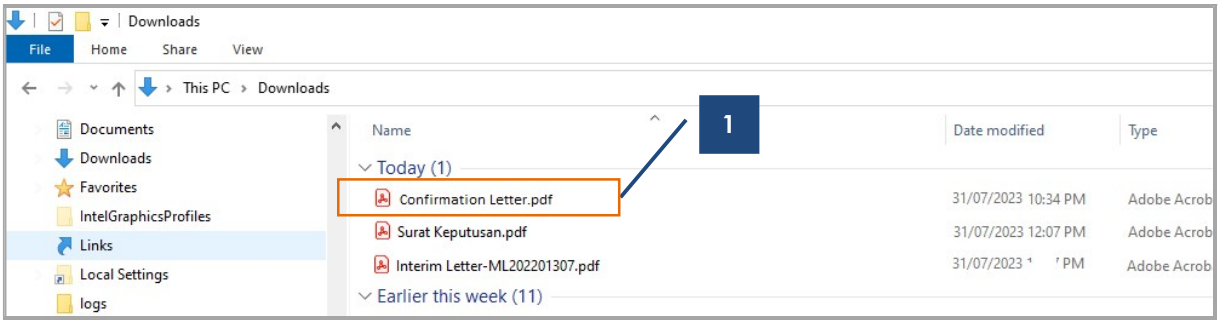
2. System will display the Decision Letter in a new browser tab.

3. Click on the **[Download]** icon to download the document to local folder.

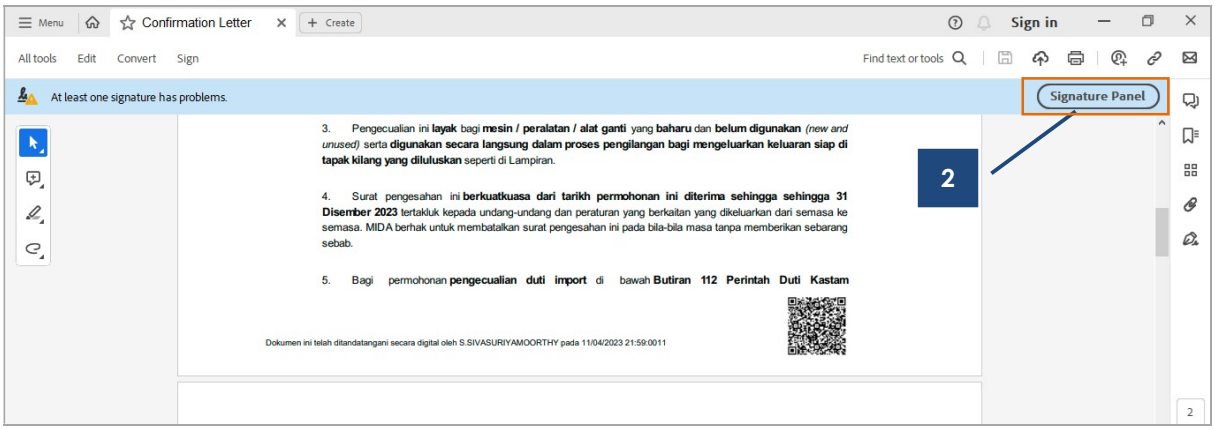


4. System will download the Confirmation Letter and save in PDF format.

3.10.3 Verify QR Code



1. Once the Confirmation Letter Letter is downloaded, navigate to the location of the document and launch the document.



2. System will display the selected document in PDF Reader application. At the top right of the document, user can click the **[Signature Panel]** to view the digital signature details.

3. System will display the name of the Officer who digitally signed the letter.

4. At the bottom of the first page, there is a QR Code that user can scan using a mobile application to validate the letter.

5. The QR Code embedded in the document **can only** be read by **eValidator** mobile application.

6. Please refer to the User Guide document "**[Invest Malaysia] eValidator Mobile Application**" (MIDA QR Code mobile application) on how to install the mobile application.