



MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

**InvestMalaysia**

[investmalaysia.mida.gov.my](http://investmalaysia.mida.gov.my)

# **Post Approval Incentive**

## **User Guide for Applicant**

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Learn About the System

Powered by

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## Chapter 1 **INTRODUCTION**

This user guide will walkthrough the process of submitting Import Duty and/or Sales Tax Exemption application by providing step-by-step instructions with illustrations to help applicant understand each step.

### **1.1 Intended User**

---

This user guide is targeted for:

- Applicant or Company

### **1.2 Web Browser**

---

Best viewed in 1024 x 768 using [Google Chrome](#) or [Mozilla Firefox](#). This website is mobile responsive.

### **1.3 URL**

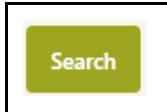
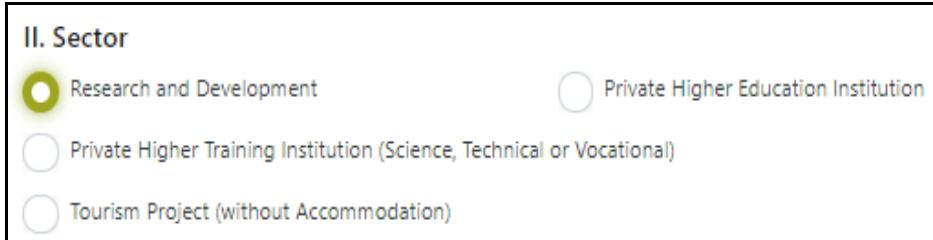
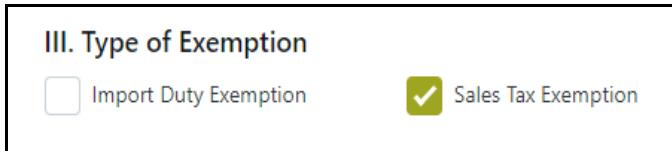
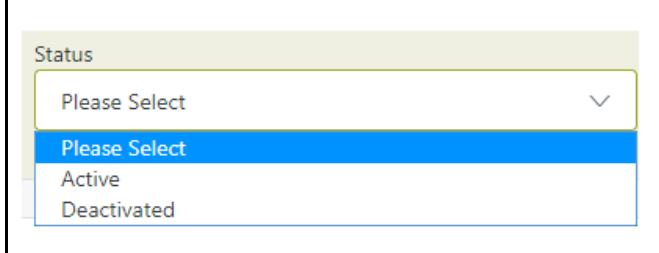
---

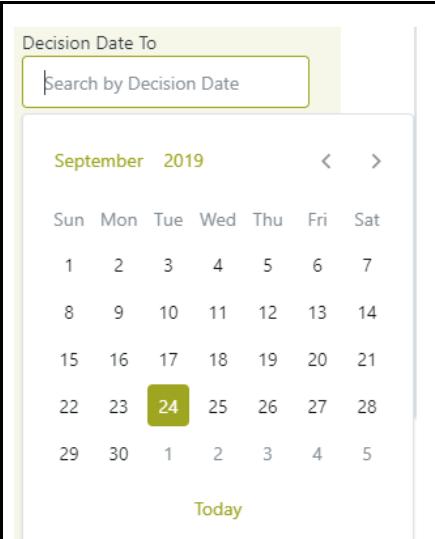
<https://investmalaysia.mida.gov.my>

### **1.4 Common Fields and Definitions**

---

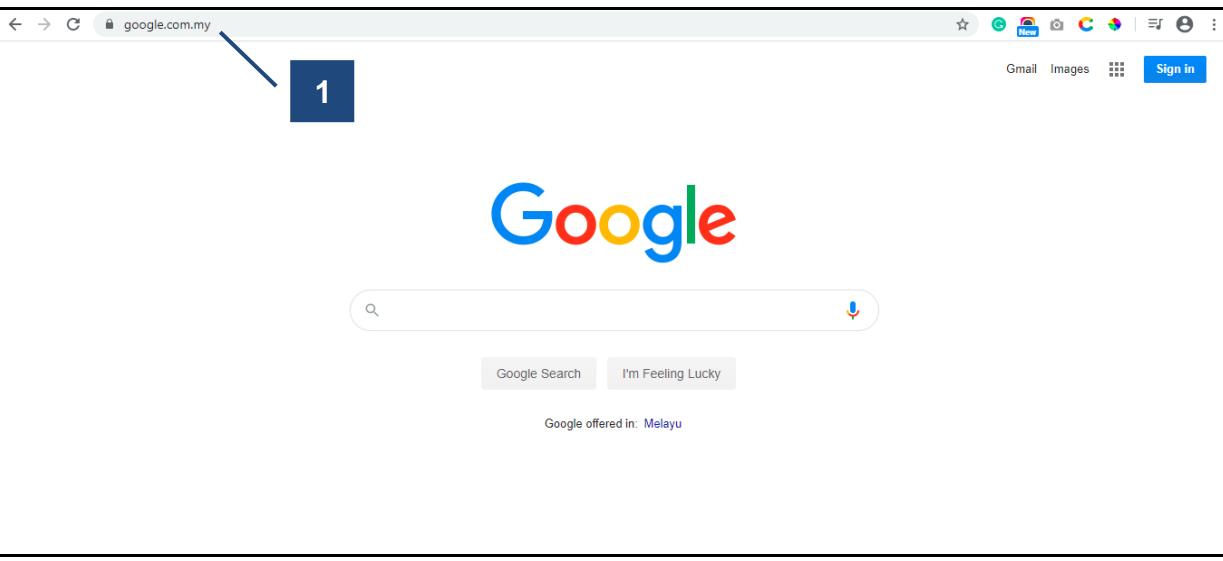
No.	Field	Description
1.	Textbox	<p>A box that allow user to type-in information. Usually, it has characters limit.</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;"><p>Correspondence Address</p><p>9800 Montgomery Blvd NE</p></div> <p>If there is an asterisk (*) mark at the textbox, it means the information is required/mandatory.</p>

No.	Field	Description
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/unchecked 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.  
6.	Calendar	A features that allows user to select a date from a calendar and/or time from a time range.

No.	Field	Description
		
7.	Success Message	<p>A message that is displayed once an action taken was successful. It is displayed in green color.</p> 
8.	Error/Failure message	<p>A message that is displayed once an action taken was failed. It is displayed in red color.</p> 

## Chapter 2 INVEST MALAYSIA ONLINE PORTAL

### 2.1 Login Page



1

1. Open web browser.  
Insert URL: <http://investmalaysia.mida.gov.my>

## Online Application

To provide a single gateway of informational access to applications, company profile and MIDA promotional events. MIDA Investor / Company Portal will integrate with Investor Relationship Management System (IRPM) for access to company profiles and integrate with MIDA Care Application for access to company application and history.



2

– [Login | Register](#)

2. Click Login | Register to enter Online Application.

3

4

5

**MIDA** MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY



### Online Application

To provide a single gateway of informational access to applications, company profile and MIDA promotional events. MIDA Investor / Company Portal will integrate with Investor Relationship Management System (IRRM) for access to company profiles and integrate with MIDA Care Application for access to company application and history.

**Login**

Remember me [Forgot password?](#)

**Log In** [Register](#)

[Online Payment](#) | [i - Incentives](#) | [Learn About The System](#) | [etrans-FAQs](#) | [Technical Support](#)

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Disclaimer: While every effort has been made to ensure that the information provided in this website is accurate and reliable, MIDA shall not be liable for any special, incidental or consequential damages that may result from the usage of information obtained from this Website. Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

**Announcements**

**3.** Enter username (must use the email that has been registered);  
**4.** Enter password; and  
**5.** Click the **[Log In]** button

System will redirect to the **‘Dashboard’** page.

## 2.2 Dashboard Page

1. The **Main Menu** is a menu that will be on every page to make it easy for users to access each page.

2. The **Tasks and Task List** shall display a task list that needs to take action by the applicant (**Refer 2.2.1 Task List**).

3. **My Company** shall display a list of companies and applications for the applicant (**Refer 2.2.2 My Company**).

4. **Register Company** to allow applicants to create a new company (**Refer 2.2.3 Register Company**).

1. The **Main Menu** is a menu that will be on every page to make it easy for users to access each page.
2. The **Tasks and Task List** shall display a task list that needs to take action by the applicant (**Refer 2.2.1 Task List**).
3. **My Company** shall display a list of companies and applications for the applicant (**Refer 2.2.2 My Company**).
4. **Register Company** to allow applicants to create a new company (**Refer 2.2.3 Register Company**).

5. **My Applications** shall display a list of applications for the company and to create new application (Refer 2.2.4 My Applications).
6. **Color Brush** to customize the theme (Refer 2.2.5 Color Brush).

### 2.2.1 Task and Task List

Tasks	Status	Last Updated
Confirmation Letter for Exemption (Natalie Sdn Bhd)	Return for Resubmission	27/09/2019
Machinery and Equipment (Agriculture) (Agriculture) PC1201900132 - redmen corp	Return for Resubmission	30/10/2019
Confirmation Letter for Exemption (SPM) (Manufacturer) SPM1201900306 - redmen corp	Return for Resubmission	31/10/2019
Confirmation Letter for Exemption (SPM) (Agriculture) PC1201900163 - redmen corp	Return for Resubmission	15/11/2019
Machinery and Equipment (Agriculture) (Agriculture) PC1201900175 - redmen corp	Return for Resubmission	03/12/2019

2. Click the application and below page shall be displayed.

Applications that are returned by the officer for correction purposes or for more information will be listed on the task list.

## 2.2.2 My Company

My Company

FA Industries Sdn Bhd  
9, No. 5A, Jalan 51/217, Off Jalan Semarak, 40150 Petaling Jaya, Selangor

**Company Profile (IRPM)** **Payment History**

Application No.	MIDA Reference No.	Application	Application Type	Application Status
ML202100013		Manufacturing Licence	New	In Progress
ML202100011		Manufacturing Licence	New	Draft
PDA202100002		Permit Under Petroleum Development Act,1974 (PDA2)	New	Draft

16 to 18 of 18 records

My Company section included 2 main items which are a list of companies, a list of applications, and a company profile.

### 1. Select any of the listed **companies**

A list of applications for the company shall be displayed.

Application No.	MIDA Reference No.	Application	Application Type	Application Status
ML202100013		Manufacturing Licence	New	In Progress
ML202100011		Manufacturing Licence	New	Draft
PDA202100002		Permit Under Petroleum Development Act,1974 (PDA2)	New	Draft

a. Click the **[Application No.]** link

The application page shall be displayed.

## InvestMalaysia– Post Approval Incentive for Applicant

**Screenshot of the MIDA (Malaysian Investment Development Authority) application interface for a Manufacturing Licence (Draft).**

The interface shows the following details:

- Company Name: FA Industries Sdn Bhd
- Application No.: ML202100011
- Application Type: New

Progress (1 / 12) is displayed on the left, with section A (Company) highlighted in red. The Company Profile section is shown on the right, with fields for Company Name, Registration Type, Company Registration No., Date of incorporation, and various reference numbers.

**The system shall display all sections and the section details. The company can view, update, and delete the information.**

**Screenshot of the 'My Company' section for FA Industries Sdn Bhd.**

The 'My Company' section displays the company name and address (No. 5A, Jalan 51/217, Off Jalan Tempier, Petaling Jaya, Selangor). It includes two buttons: 'Company Profile (IRPM)' and 'Payment History'. The 'Company Profile (IRPM)' button is highlighted with a red box and a blue arrow labeled 'b' pointing to it.

**b. Click the [Company Profile] link**  
Company Details page shall be displayed.

## InvestMalaysia- Post Approval Incentive for Applicant

**Company Name**  
FA INDUSTRIES SDN BHD (0123456K)

[Company Profile](#)

Company Profile   Organization Structure   Financial Details   Overall Project Cost   Overall Manpower   History of Applications   Industrial Profile   Implementation Survey   APR Survey

**Company Details**

Company Status: Active

Company Name: \* FA Industries Sdn Bhd

Registration Type: \* Registration Of Company (ROC)

Registration No: \* 0123456K

New SSM Company Registration Number:

Annual Fiscal Year End Closing Date (DD/MM) \*: DD - Month -

Date of Incorporation: \* 10/10/2010

Income Tax Reference No.: ITRNFAISB001

EPF No.: ENFAISB001

SOC SO No.: SNAFAISB001

APR Serial No:

Correspondence/Registered Address: \*  
No. 5A, Jalan 51/217  
Off Jalan Templer  
Address 3 (Optional):

Region: \* Asia

Country: \* Malaysia

State: \* Selangor

City: \* Petaling Jaya

Postcode: \* 46050

Phone No.:

Company Email:

Fax No.:

Company Website: www.fais.com.my

Total Employment: 650

**Company Background** \*  
We carry out all aspects of electrical work, from design and consultation through to commissioning for clients in the domestic, commercial, industrial and agricultural sectors.

## InvestMalaysia– Post Approval Incentive for Applicant

Particular Board of Director *						
No.	Name	Nationality	Shares Held in the Company			
1.	Dato Mikael	Malaysia	100.0			
				Total 100 %		
<a href="#" style="color: red;">Add Record</a>						

Contact Person *							
No.	Title *	Name *	Designation *	Email *	Phone No. *	Fax No.	Action
1.	Mrs.	Hasnah	Executive	publicusermida@gmail.com	0322676666		
2.	Ms.	Applicant	Manager	mimidacompany05@gmail.com	01901234567		
<a href="#" style="color: red;">Add Record</a>							

Authorised Person (Position should be a Manager and above)								
No.	Title	Name *	Designation *	ID Type *	Identity Card/Passport No. *	Email *	Phone No.	Digital Certificate
1.	Mr.	Kamil	Manager	National Identity Card	900120026715	azeem.mida3@gmail.com	0123456789	<a href="#" style="color: green;">Verified</a>
<a href="#" style="color: red;">Add Record</a>								

No.	Submitted Document	Attachment
1.	Memorandum and Articles of Association (M & A)	02122020_Santha_ProjectFinance.png
2.	Corporate Profile from Companies Commission of Malaysia (CCM)	02122020_Santha_ProjectFinance.png
3.	Form 9 Certificate of Incorporation/Registration of a Company	02122020_Santha_ProjectFinance.png
4.	Form 44 Particulars of Registered Address	02122020_Santha_ProjectFinance.png
5.	Form 49 Particulars of Directors/Officers	02122020_Santha_ProjectFinance.png
6.	Form 24 Particulars of Share Capital	02122020_Santha_ProjectFinance.png
7.	Particulars of Shareholder	02122020_Santha_ProjectFinance.png
8.	Particulars of Company Secretary	02122020_Santha_ProjectFinance.png

-- To Be Updated By MIDA -- Last Updated By on

**Sector**

Manufacturing  
 Private Healthcare  
 Waste Eco Park (WEP)  
 Logistic Services  
 Other Services

Research and Development  
 Hotel & Tourism  
 Oil & Gas  
 Design Services

Private Education  
 Green Technology  
 Global Establishment  
 Professional Services

[Update](#)

**ii**

- 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:



My Company

FA Industries Sdn Bhd

**FA Industries Sdn Bhd**  
No. 5A, Jalan 51/217, Off Jalan Tampoi, Petaling Jaya, Selangor

[Company Profile \(IRPM\)](#) [Payment History](#)

c

c. Click the **[Payment History]** link to display the payment history popup page.

Payment History

Start Date \*

End Date \*

[Search](#)

d

Date/Time	Transaction ID	Amount (RM)	Payment Method	Status	Descriptions	Action
12/02/2025 15:02:02	30941888	700.00	Credit/Debit Card	Successful	Confirmation Letter for Exemption (SPM)	<a href="#" style="color: #808000; text-decoration: none;">Download Payment Receipt</a>

d. 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

**RESIT RASMI**

KOD PTJ / DANA : H00

DITERIMA DARIPADA

[REDACTED]

ALAMAT

[REDACTED]

UNTUK BAYARAN

INVESTMALAYSIA - CONFIRMATION LETTER FOR EXEMPTION (SPM)

RINGGIT MALAYSIA

TUJUH RATUS SAHAJA

RM

700.00

CARA BAYARAN/RUJUKAN

[REDACTED]

\* Jika pembayaran melalui cek, resit ini dianggap sah hanya setelah cek ditunaikan

\* Resit ini dijana oleh komputer. Tandatangan tidak diperlukan

### 2.2.3 Register Company

13 Tasks

Welcome, Anny Rozana Binti Mohd Faizal Kim

My Applications Register Company

4

3. Click the **[Register Company]** button  
 Register Company page shall be displayed.

Company Registration

1 Company Validation 2 Company Details

**a**

**b**

**c**

**d**

Company Validation  
 Kindly validate the company information in the fields provided below.

Company Name (Please fill up the company name exactly as in SSM company profile) \*

Registration Type \*

Registration No. (Please fill up exactly as in SSM company profile) \*

- Select Registration Type - Example: 123456-A

Validate Company

a. Enter the exact details for Company Name \* (This includes symbol characters (. ) and abbreviations (Sdn Bhd));  
 b. Registration Type \*;  
 c. Registration No. \*; and  
 d. Click the **[Validate Company]** button

The company you're searching for already exist in MIDA database. Please get in touch with the following contact person(s):

**Name:** Nur Hazwani

**Name:** Anny Rozana Binti Mohd Faizal Kim

**e**

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

f

The company in search does not exist in MIDA's database. Please register to proceed.

g

Register

Verify other company

f. If the company is not registered with MIDA, the system will display the above message.

g. Click the **[Register]** button to proceed with company registration.

Company Validation
Company Details

**Company Details**

Company Name \*  
Honda Malaysia

Registration Type  
Registration Of Company (ROC)

Registration No. \*  
33224-X

Date of Incorporation \*  
DD/MM/YYYY

Income Tax Reference No.

EPF No.

SOCSO No.

Address \*  
Address 1  
Address 2  
Address 3 (Optional)

State \*  
- Select State -

City \*  
- Select City -  
\*Please choose state first

Postcode \*

Company Website

Company Document Attachment \*  
(Please provide the latest SSM company profile)  
Format supported: .pdf

Drop a file here or browse to upload

h

Register

Back

h. Enter company details such as:

i. Date of Incorporation \*

ii. Income Tax Reference No.

- iii. SOCSO No.
- iv. EPF No.
- v. Address \*
- vi. State \*
- vii. City \*
- viii. Postcode \*
- ix. Company Website
- x. Company Document Attachment \* (Latest SSM company profile)
- i. Click the **[Register]** button

**Your Company Is Now Pending for Approval!**

Your company is successfully registered and pending for approval from MIDA. You will receive an email notification once your company registration is approved.

j

- j. The system will prompt the above message. Once the result is ready, the user will receive an email.

k

The company in search is already being registered and pending for approval.

[Verify other company](#)

l

**Registration Status**

No.	Company Name	Registration No.	Status
1.	Choco Farm Sdn. Bhd.	98765-X	Pending Approval

- k. This validation shall be displayed if the company in search is already being and pending for approval.
- l. **Registration Status** will be displayed on the dashboard.

The company you're searching for already exist in MIDA database. Please get in touch with the following contact person(s):

**Name:** Nur Hazwani

**Name:** Anny Rozana Binti Mohd Faizal Kim

**Verify other company**

**m**

m. This validation shall be displayed if the company in search already exists.

The company you're searching for already exist with same Company Name but different Registration No. in MIDA database. Please get in touch with the following contact person(s):

**Name:** Nur Hazwani

**Name:** Anny Rozana Binti Mohd Faizal Kim

**Verify other company**

**n**

n. This validation shall be displayed if the company in search already exists but with different Registration No.

The company you're searching for already exist with same Registration No. but different Company Name in MIDA database. Please get in touch with the following contact person(s):

**Name:** Nur Hazwani

**Name:** Anny Rozana Binti Mohd Faizal Kim

**Verify other company**

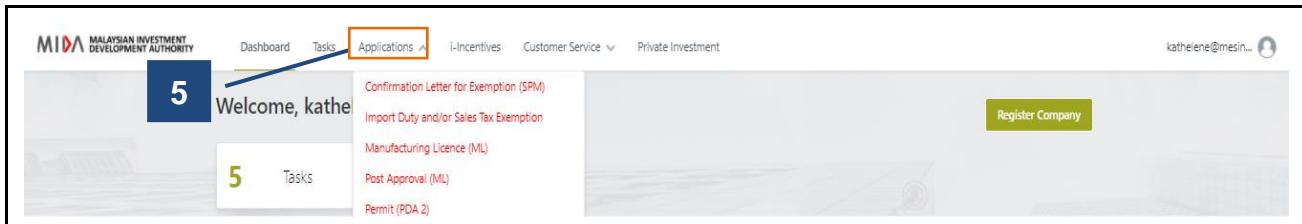
**p**

**o**

o. This validation shall be displayed if the company in search already exists with the same Registration No. but different Company Name.

p. Click the **[Verify other company]** button to verify other companies.

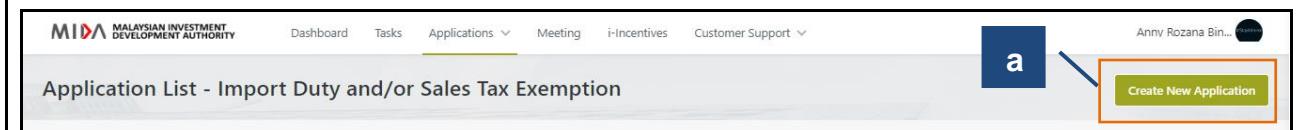
## 2.2.4 Applications



4. Click the **[Applications]** menu

The system will display all online applications in the dropdown menu.

Click on the selected application the system will redirect to the '**Application**' page.



a. Click the **[Create New Application]** button

Depending on the selected application the system will redirect to the '**Application**' or '**Application Wizard**'. Click the **[Create]** button and the system will redirect to the '**Application Form**'.

The screenshot shows the 'Machinery and Equipment (Agriculture)' application form. The top banner displays the application type 'Machinery and Equipment (Agriculture)', the status 'Draft', the company name 'PC1202000479', and two buttons: 'Application Form' and 'Edit'. The form is divided into four main sections, each labeled with a blue box and a number:

- i**: The top banner and basic application information.
- ii**: The main application form fields for Company information, including 'Company/Applicant Name', 'Registration Type', 'Date of Incorporation', 'Company Registration No.', 'Income Tax Reference No.', 'EPF No.', and 'SOC SO No.'
- iii**: A sidebar on the left titled 'Progress (2 / 11)' with a list of steps: 'Application Type' (highlighted with a green box), 'Company' (highlighted with a red box), 'Previous Approval Records', 'Premise Address', 'Agriculture Activities', and 'Project Cost'.
- iv**: A detailed view of the 'Company' section of the form, showing dropdown menus for 'Company/Applicant Name' and 'Registration Type', and input fields for 'Date of Incorporation', 'Company Registration No.', 'Income Tax Reference No.', 'EPF No.', and 'SOC SO No.'

There are 4 components in the '**Application Form**' page which are:

i. **Banner** - will display basic application information such as:

- Company Name
- Application No. and
- Application Type

ii. List of **Buttons** - will display Application Form Print Preview and Application Trail

iii. List of **Sections** - will display all sections involved in the application form

iv. **Application Form** - will display the detailed application form and need to fill in by the applicant/company

## InvestMalaysia– Post Approval Incentive for Applicant

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
Meeting
i-Incentives
Customer Support

Anny Rozana Bin...
Logout

**b**

[Create New Application](#)

1310
939
283
88

All
Draft
In Progress
Completed

No.	Company	Application No.	MRN No.	Submission Date	Acceptance Date	Decision Date	Application Status
1.	Feicra Berhad	PC1202000475	CDE1/2020/00083	22/04/2020	22/04/2020		Accepted For Processing
2.	Feicra Berhad	PC3202000328		20/04/2020			Draft
3.	Feicra Berhad	PC2202000507		20/04/2020			Draft
4.	Etika Beverages Sdn Bhd	PCS202000133		20/04/2020			Submitted
5.	Feicra Berhad	PC2202000506		20/04/2020			Draft
6.	Feicra Berhad	PC3202000326		20/04/2020			Draft
7.	Feicra Berhad	PC2202000504		17/04/2020			Draft
8.	Feicra Berhad	PC3202000310	CDE3/2020/00089	17/04/2020	17/04/2020		Accepted For Processing
9.	Feicra Berhad	PC3202000311	CDE3/2020/00090	17/04/2020	17/04/2020		Accepted For Processing
10.	Feicra Berhad	PC3202000312	CDE3/2020/00092	17/04/2020	17/04/2020		In Progress

1 to 10 of 1310 records

<
1
2
3
4
5
...
>

**b.** The system provides a search page for applicant/company to search the application information by entering information such as Company Name, Application No., MIDA Reference No., Sector, Status, and a combination of some application information.

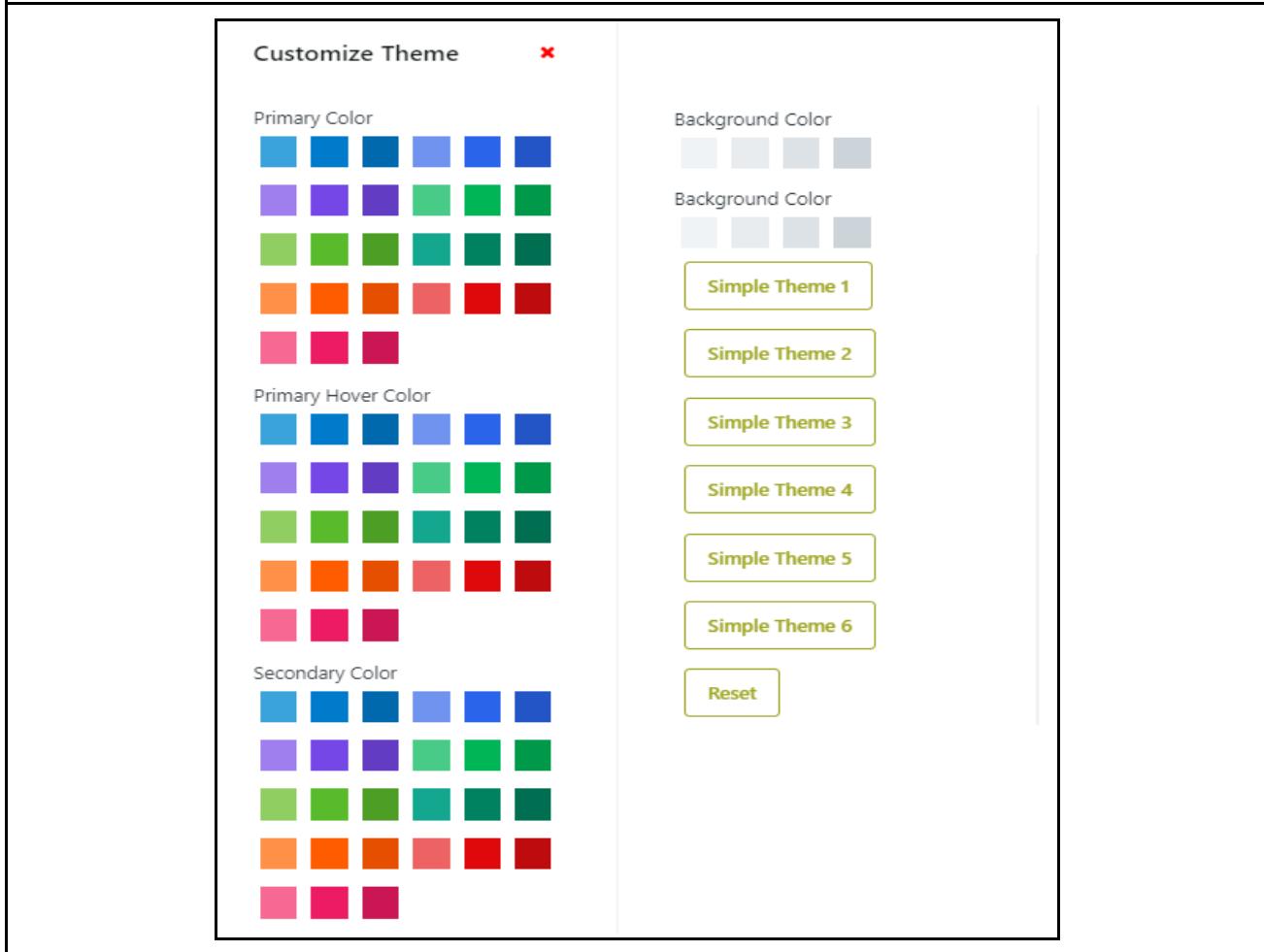
Page 23 of 67

## 2.2.5 Color Brush



5. Click the **[Color Brush]** icon

The customize theme screen shall be displayed.



The applicant should be able to customize the InvestMalaysia theme by clicking Primary, Hover, Secondary, and Background Color. Customize themes can be saved and can be changed anytime. The theme can be reset as a default theme by clicking the '**Reset**' button.

## Chapter 3 COMMON SECTIONS FOR (ALL APPLICATION)

### 3.1 Company

**Company**

Company/Applicant Name \*

- Select Company/Applicant Name -

Registration Type \*

- Select Registration Type -

Date of Incorporation \*

DD/MM/YYYY

EPF No.

Company Registration No. \*

Income Tax Reference No.

SOCNO.

Registered Address \*

Address 1

Address 2

Address 3 (Optional)

Country \*

- Select Country -

State \*

City \*

Postcode \*

Same as Registered Address

Correspondence Address \*

Address 1

Address 2

Address 3 (Optional)

Country \*

Malaysia

State \*

- Select State -

City \*

- Select City -

Postcode \*

Customs Control Station \*

- Select State -

- Select Customs Control Station -

Total Employment \*

0

Website

1. The following information are automatically pulled from the system when compose any new form listed under chapter 4 and chapter 5:-
  - a) Company

**Company Background \***

Is about chemical manufacturing (added text in Company Profile-IRPM)

**Particular Board of Director \***

No.	Name	Nationality	Share Held in Company (%)
1.	Abu	Malaysia	75 %
2.	Added BOD01-Malaysia	Malaysia	25 %
<b>Total 100 %</b>			

**Contact Person**

No.	Title	Name	Designation	Email	Phone No.	Fax No.
1.	Mrs.	Faridah Ariffin	Manager	midami.001@gmail.com	01101234567	

- c) Company Background
- d) Particular Board of Director
- e) Contact Person

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

The system will redirect to the **‘Previous Company Activity/Project’** section.

### 3.2 Previous Company Activity / Projects

#### » Previous Approval Records

Approval of Manufacturing Licence or Permit under the Petroleum Development Act, 1974

No.	Licence No. *	Serial No. *	Effective Date *	Product/Activity	Address *	Country *
<input style="width: 100%;" type="button" value="Add Record"/>						

Confirmation Letter for a Company Exempted from Manufacturing Licence (ICA 10) (if applicable)

No.	Reference No. *	Effective Date *	Product/Activity *	Address *	Country *	State *
<input style="width: 100%;" type="button" value="Add Record"/>						

Incentive Granted from MIDA and/or other Ministry/Agency (if applicable)

No.	Type of Incentive *	Reference No. *	Date of Approval *	Effective Date *	Ministry/Agency *	Incentive Period (Years) *
<input style="width: 100%;" type="button" value="Add Record"/>						

Grant Granted from MIDA and/or other Ministry/Agency (if applicable)

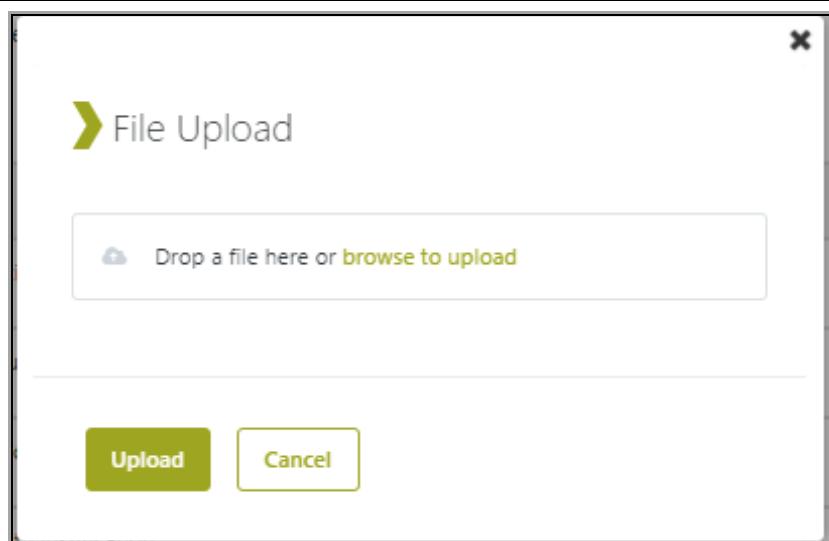
No.	Type of Grant *	Reference No. *	Effective Date *	Ministry/Agency *	Grant Amount (RM) *	Grant Period (Years) *	Product/Acti
<input style="width: 100%;" type="button" value="Add Record"/>							

1. The following information are automatically pulled from the system:-
  - a) Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975.
  - b) Permit(s) under the Petroleum Development Act, 1974
  - c) Confirmation Letter(s) for a Company Exempted from Manufacturing License (ICA 10)
  - d) OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA
  - e) Incentive Approved by MIDA
  - f) Grant Approved by MIDA
2. Fill up the following information if applicable:-
  - a) Incentive Approved by Other Government Agencies
  - b) Grant Approved by Other Government Agencies
3. Click the **[Next]** button

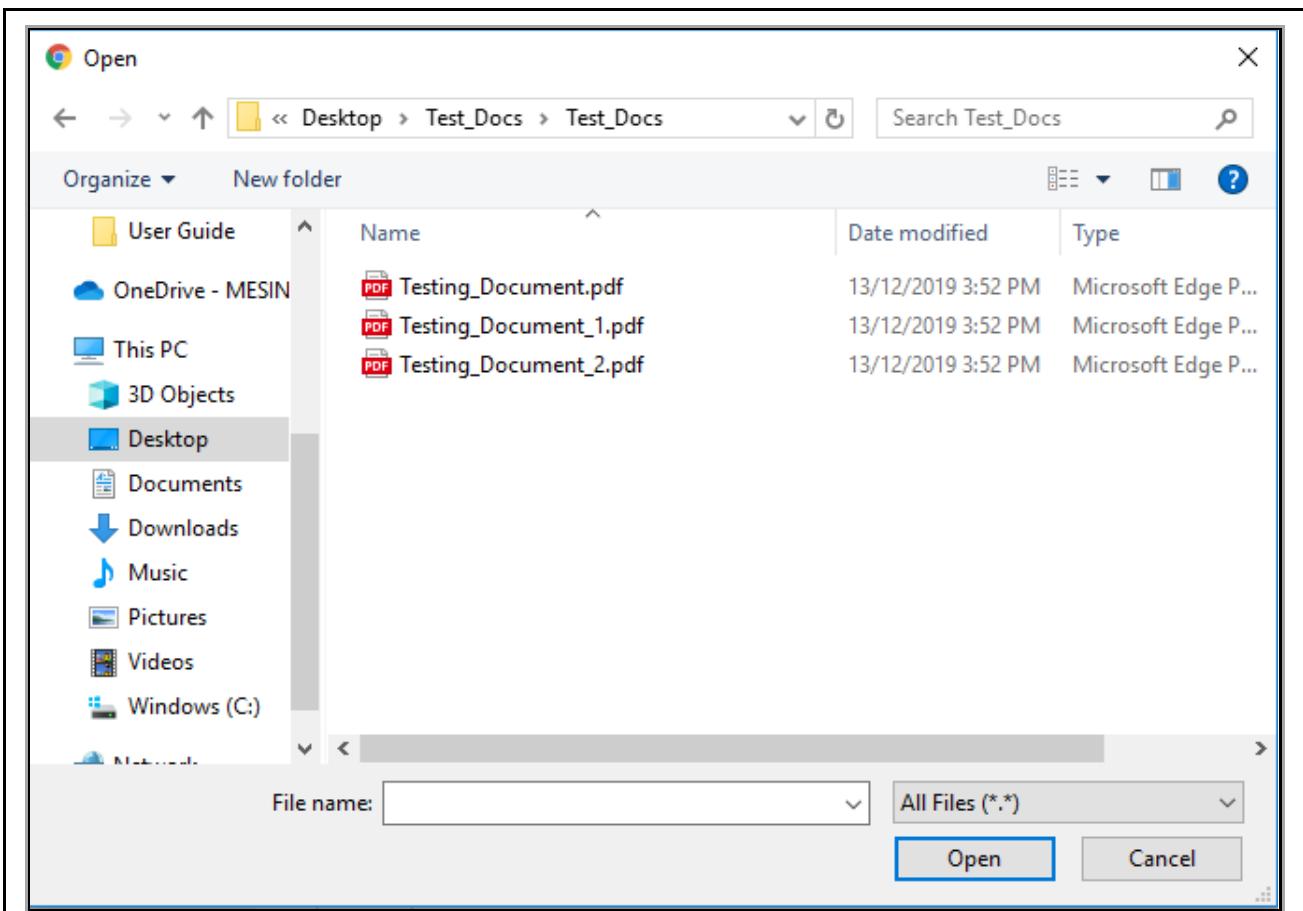
The system will redirect to **next** section. The next section that appears depends on the composed form, which are listed under chapter 4 and chapter 5.

### 3.3 Supporting Documents

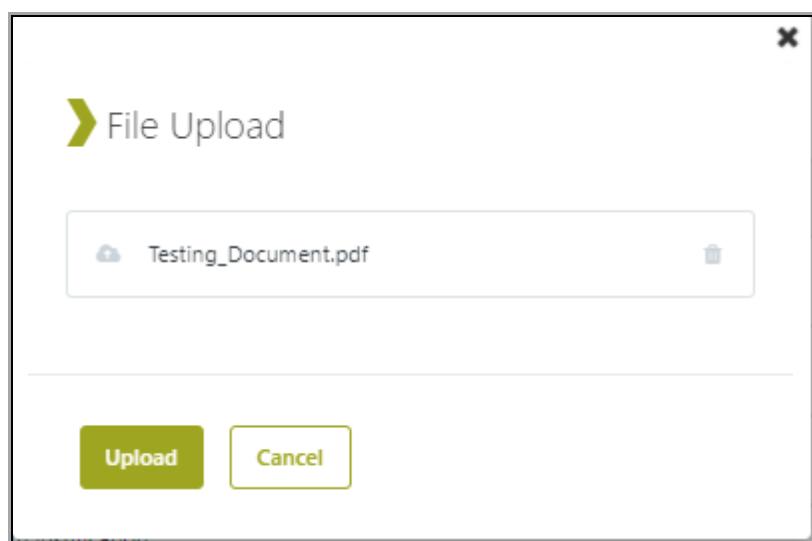
1. Depending on the form, system will list out the list of documents that you need to upload as supporting documents for the application.
2. Upload mandatory document (denoted as '\*' sign) by click **[Upload File]**
3. The system will display pop-up message '**File Upload**'



4. Click the '**browse to upload**'
5. The system will open the windows file upload.



6. Select a file and click **[Open]** button
7. Then system will display the filename and ready to be uploaded.



8. Click the **[Upload]** button
9. The system will display the uploaded filename under the '**Filename**' column. You

may click on the  icon to remove the uploaded file.

 Supporting Documents

**Note:** Supported file format:

We accept the following files under 10MB size and file name under 300 characters:  
Acrobat (.pdf) , Excel (.xls, .xlsx) , PowerPoint (.ppt, .pptx) , Word (.doc, .docx) , Images (.jpg, .jfif, .gif, .tiff)

[+ Add New Document](#)

No.	Documents to be submitted	Filename
1.	Certificate of Incorporation on Change of Name of Company (Form 13 / Companies Act 2016 (Act 777))	Testing_Document.pdf 
2.	Form of Transfer of Security (Form 32A / Company Act 2016 Section 105)	<a href="#">View</a>   <a href="#">Download</a> <a href="#">Upload</a>   <a href="#">New File</a>
3.	Lampiran A (Incentive Conditions)	<a href="#">File Upload</a>
4.	Letter from company with justification.	<a href="#">File Upload</a>
5.	Original Incentives	<a href="#">File Upload</a>

10. If you would like to add other supporting document which is not listed in the table, click the **[Add New Document]** button.

11. The system will display pop-up message '**New Document & Upload File**'

12. Enter the title of the document. Follow step 4 to 9 listed above to complete the upload process.

 New Document & Upload File

Title \*

 Drop a file here or [browse to upload](#)

[Upload](#) [Cancel](#)

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

The system will redirect to the '**Declaration**' section.

### 3.4 Declaration

**1**

**Declaration**

Name \*

Add Authorised Person

Identity Card/Passport No.

Designation

**2**

**Declaration**

Name \*

Add Authorised Person

Identity Card/Passport No.

Designation

**3**

2. The system will auto-fill:

- Identity No./Passport No.
- Designation

i hereby declare that to the best of my knowledge, the particulars furnished in this application are true;

ii hereby furnished all the documents required as stated in the checklist;

iii agree and understand that MIDA, in amongst its functions to advise the Government on matters related to economic planning, may disclose my company's information as and when necessary and only for purposes under the Malaysian Investment Development Authority (Incorporation) Act 1965 to relevant government bodies or government appointed bodies;

iv warrant that no components of the project(s)/activity(ies) infringe the intellectual property rights of any third party. The Applicant agrees to fully indemnify MIDA against any loss, damages, costs and expenses including legal costs, which may be incurred as a result of any action or claim that may be made or initiated against it by any third parties alleging infringement of their intellectual property rights.

has engaged the services of the following consultant for my application :

hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

3. Tick the checkbox if engaging consultant services.

has engaged the services of the following consultant for my application :

Company Name \*

Address \*

State \* - Select State -

City \* - Select State -

Postcode \*

Name \*

Designation \*

Phone No. \*

Fax No.

Email Address \*

Website

4

4. 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

i	hereby declare that to the best of my knowledge, the particulars furnished in this application are true;
ii	hereby furnished all the documents required as stated in the checklist;
iii	agree and understand that MIDA, in amongst its functions to advise the Government on matters related to economic planning, may disclose my company's information as and when necessary and only for purposes under the Malaysian Investment Development Authority (Incorporation) Act 1965 to relevant government bodies or government appointed bodies;
iv	warrant that no components of the project(s)/activity(ies) infringe the intellectual property rights of any third party. The Applicant agrees to fully indemnify MIDA against any loss, damages, costs and expenses including legal costs, which may be incurred as a result of any action or claim that may be made or initiated against it by any third parties alleging infringement of their intellectual property rights.
<input type="checkbox"/> has engaged the services of the following consultant for my application : <b>5</b> <input type="checkbox"/> hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.	

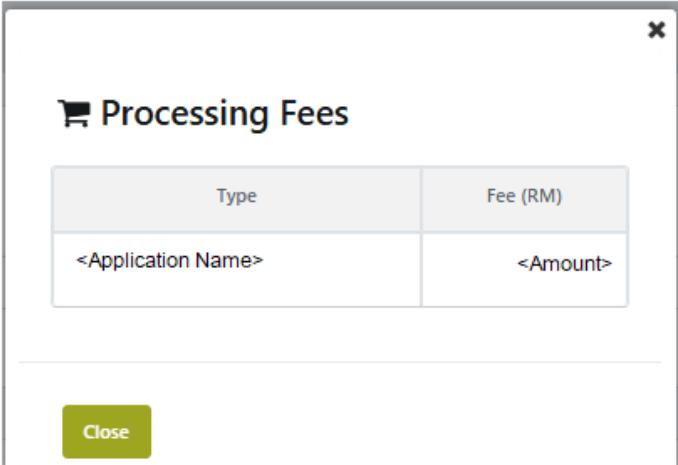
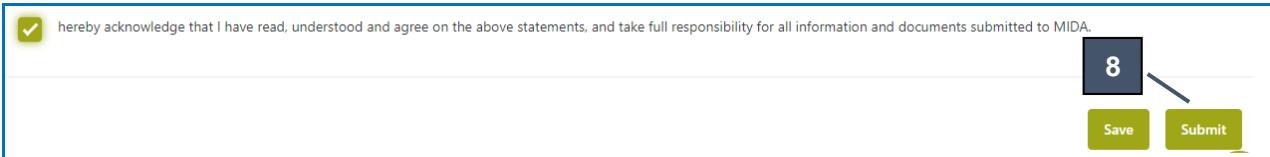
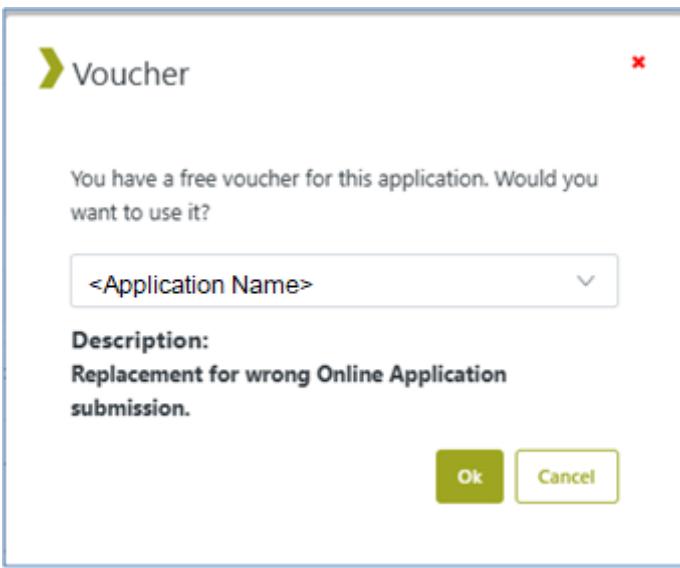
5. Tick the checkbox to agree with the terms and conditions stated in the 'Declaration' section.

<input checked="" type="checkbox"/> hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.
<b>6</b> <input type="button" value="Save"/> <input type="button" value="Submit"/>

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



In Progress		
Company Name	Application No.	Division
<div style="border: 1px solid orange; padding: 5px; display: inline-block;">\$ Processing Fee</div> <div style="display: inline-block; margin-left: 10px;">Application Form</div> <div style="display: inline-block; margin-left: 10px;">Edit</div>		
<div style="display: flex; justify-content: space-between;"> <div style="flex: 1;"> <p>Progress ( 5 / 5 )</p> <ul style="list-style-type: none"> <li><b>A</b> Company</li> <li><b>B</b> Previous Company Activity/Project</li> <li><b>C</b> Application</li> <li><b>D</b> Additional/Supporting Documents</li> <li><b>E</b> Declaration</li> </ul> </div> <div> <p>Declaration</p> <p>Name * <input type="text" value="- Select Name -"/></p> <p>Identity Card/Passport No. <input type="text"/></p> <p>Designation <input type="text" value="Managing Director"/></p> <p><input type="checkbox"/> I hereby agree that this application can be closed by MIDA if the application under my purview is non-responsive to the requested information within the stipulated period.</p> <p><input checked="" type="checkbox"/> hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.</p> </div> </div>		

 <p><b>Processing Fees</b></p> <table border="1"><thead><tr><th>Type</th><th>Fee (RM)</th></tr></thead><tbody><tr><td>&lt;Application Name&gt;</td><td>&lt;Amount&gt;</td></tr></tbody></table> <p><b>Close</b></p>	Type	Fee (RM)	<Application Name>	<Amount>	<p>7. To check the application processing fee in the application header, click the [Processing Fee] button.</p>
Type	Fee (RM)				
<Application Name>	<Amount>				
 <p><input checked="" type="checkbox"/> I hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.</p> <p><b>8</b></p> <p><b>Save</b> <b>Submit</b></p>	<p>8. Click the <b>[Submit]</b> 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.</p>				
 <p><b>Voucher</b></p> <p>You have a free voucher for this application. Would you want to use it?</p> <p>&lt;Application Name&gt;</p> <p><b>Description:</b> Replacement for wrong Online Application submission.</p> <p><b>Ok</b> <b>Cancel</b></p>	<p>9. Click the <b>[Submit]</b> 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</p>				

has chosen not to use it.

▶ Payment Information

Type	Fee (RM)
<Application Name>	<Amount>

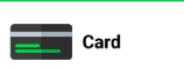
Proceed to payment ?

Yes

No

10. 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.

Select Payment Method



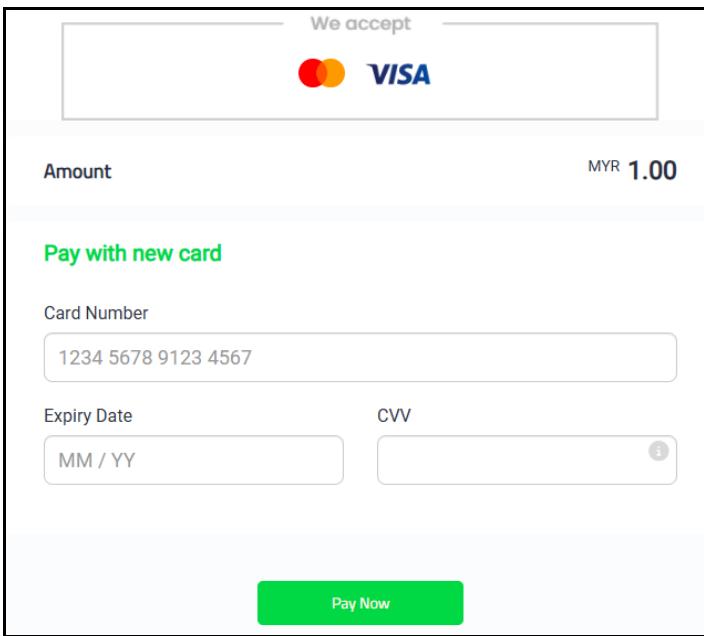
ⓘ Please ensure all payment details are accurate.

By continuing, you have read and agree to the  
[Terms and Conditions](#) & [Privacy Policy](#).

Cancel

Pay

11. If the company select Card as payment option.



We accept

Mastercard VISA

Amount MYR 1.00

Pay with new card

Card Number

1234 5678 9123 4567

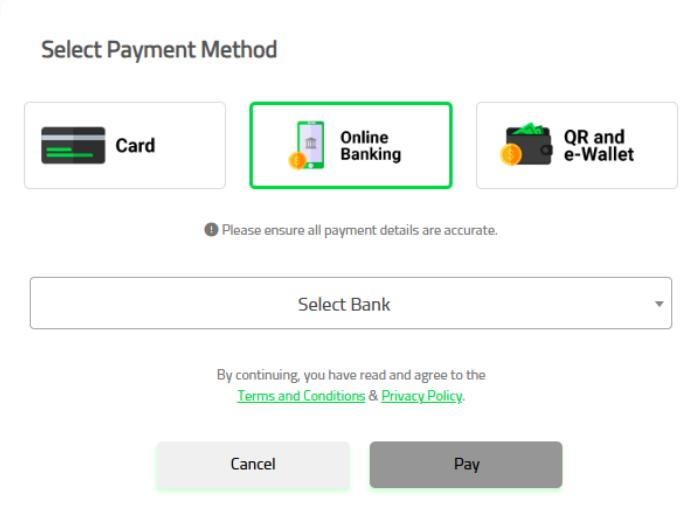
Expiry Date

CVV

MM / YY

Pay Now

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



Select Payment Method

Card

Online Banking

QR and e-Wallet

Please ensure all payment details are accurate.

Select Bank

By continuing, you have read and agree to the [Terms and Conditions](#) & [Privacy Policy](#).

Cancel Pay

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

Select Payment Method

 Card    Online Banking    QR and e-Wallet

● Please ensure all payment details are accurate.

Select e-Wallet

By continuing, you have read and agree to the [Terms and Conditions](#) & [Privacy Policy](#).

14. 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.

Verify Digicert

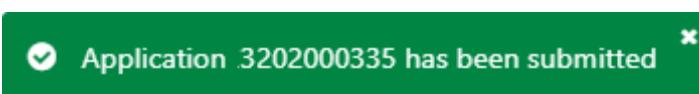
IC/Passport  
987654321

PIN  
.....

15. Click the [Cancel] button system will return to the 'Declaration' section.

16. Insert PIN and click the [Confirm] button

17. The system will display a success message.



18. 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 - Application 3202000335 is in Review

Dear Anny Rozana Binti Mohd Faizal Kim,

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

The details of the application are as follows:

Company Name : Felcra Berhad

Application No. : ~~3202000335~~

Application : ~~Raw Materials and Components (Iron and Steel, HS Code: 7201-7310)~~

Thank you.

*Regards,  
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](mailto:investmalaysia@mida.gov.my)

InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>

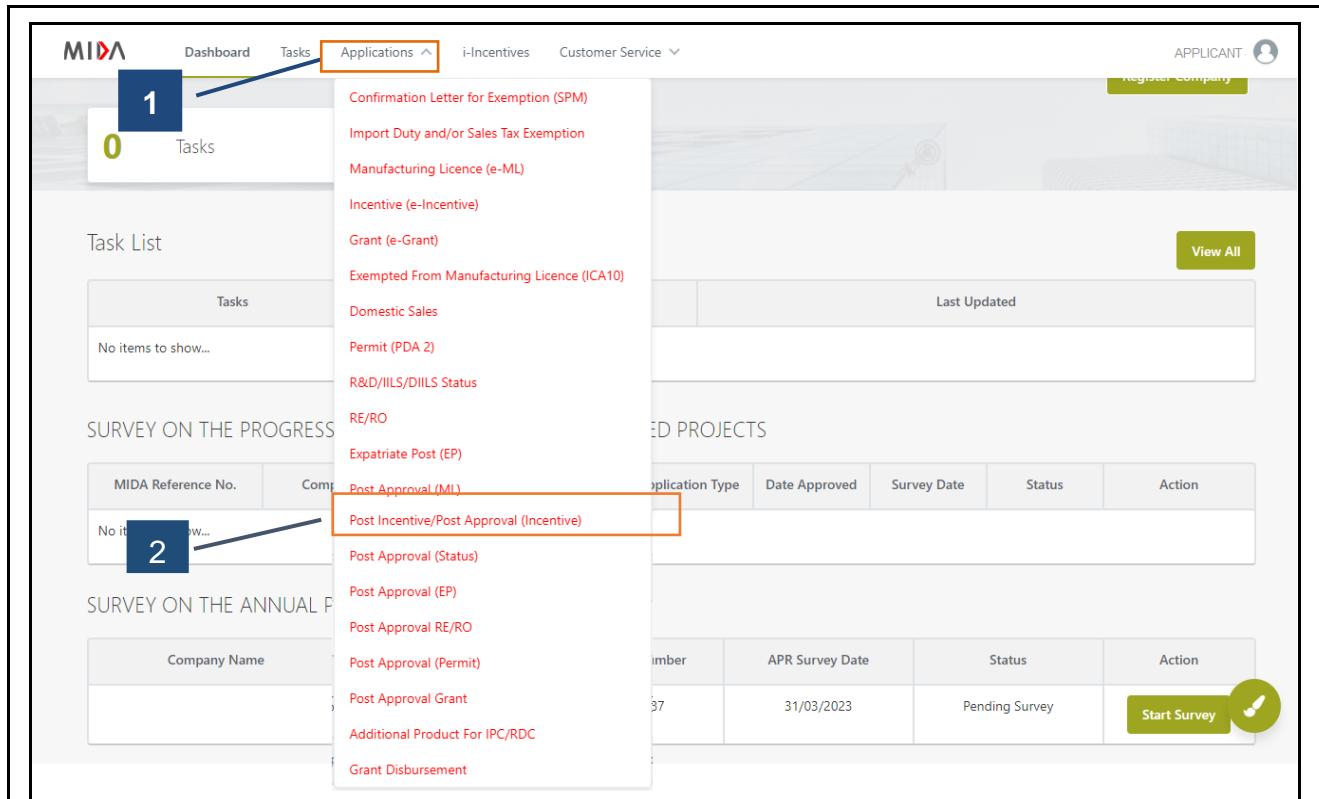
Official Website: <https://www.mida.gov.my>

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



## 3.5 Download Decision Letter and Verify QR Code

### 3.5.1 View Successful Application



The screenshot shows the MIDA Online Application System interface. At the top, there is a navigation bar with links for Dashboard, Tasks, Applications (which is highlighted with an orange box), i-Incentives, and Customer Service. On the right, there is a user profile icon and a 'REGISTER COMPANY' button. The main content area is divided into several sections:

- Task List:** Shows 1 Task (highlighted with a blue box labeled '1').
- SURVEY ON THE PROGRESS:** Shows 0 items to show... (highlighted with a blue box labeled '2').
- APPLICATIONS:** A dropdown menu with various options, including 'Post Approval (MI)' (highlighted with an orange box).
- SEARCHED PROJECTS:** A table with columns for Application Type, Date Approved, Survey Date, Status, and Action. It shows one row for 'Post Approval (MI)'.
- SURVEY ON THE ANNUAL REPORT:** Shows 0 items to show... (highlighted with a blue box labeled '2').
- APR SURVEY:** A table with columns for Survey Number, APR Survey Date, Status, and Action. It shows one row for '37'.

Upon receiving email notification when application is successful, user shall be able to view the Decision 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

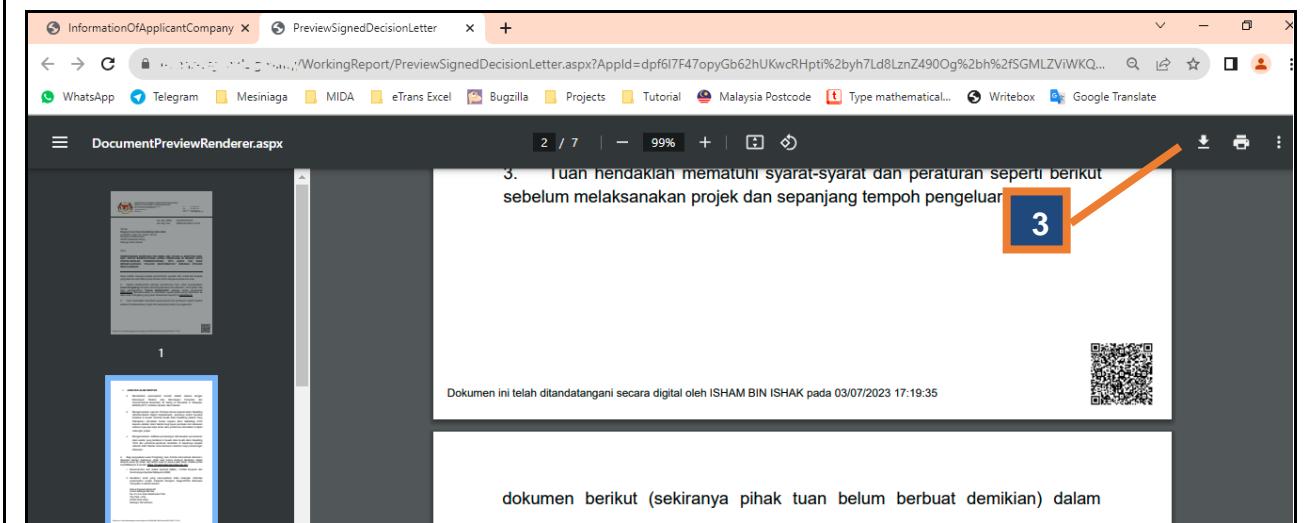
## InvestMalaysia– Post Approval Incentive for Applicant

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

- System will display the selected application form

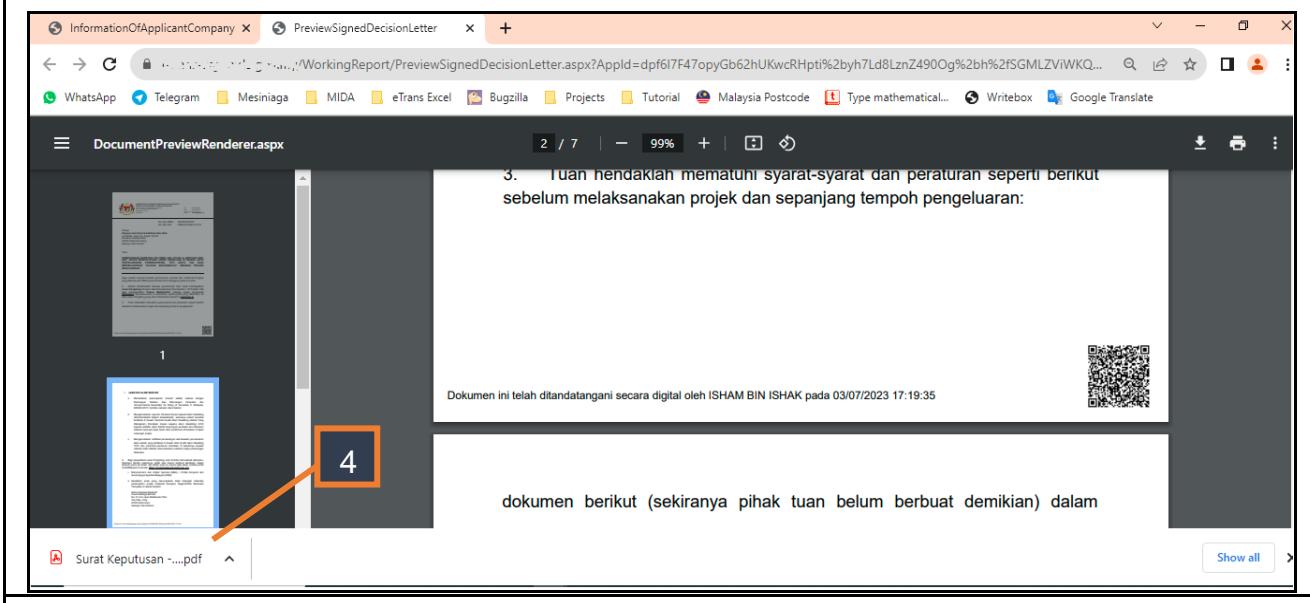
### 3.5.2 Download Decision Letter

1. From the Application Form header, click on the **[Decision 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.

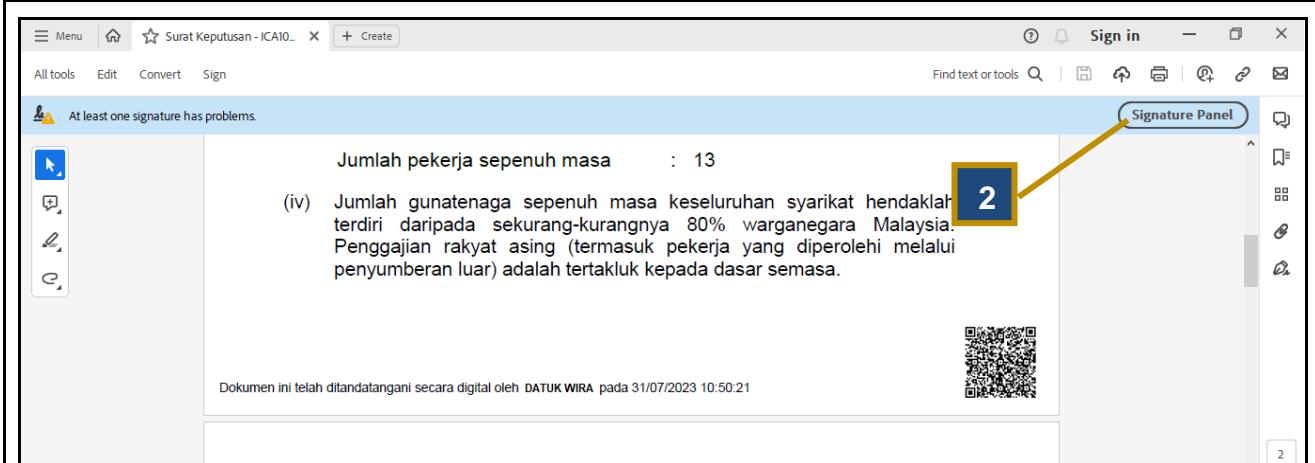


4. System will download the Decision Letter and save in PDF format.

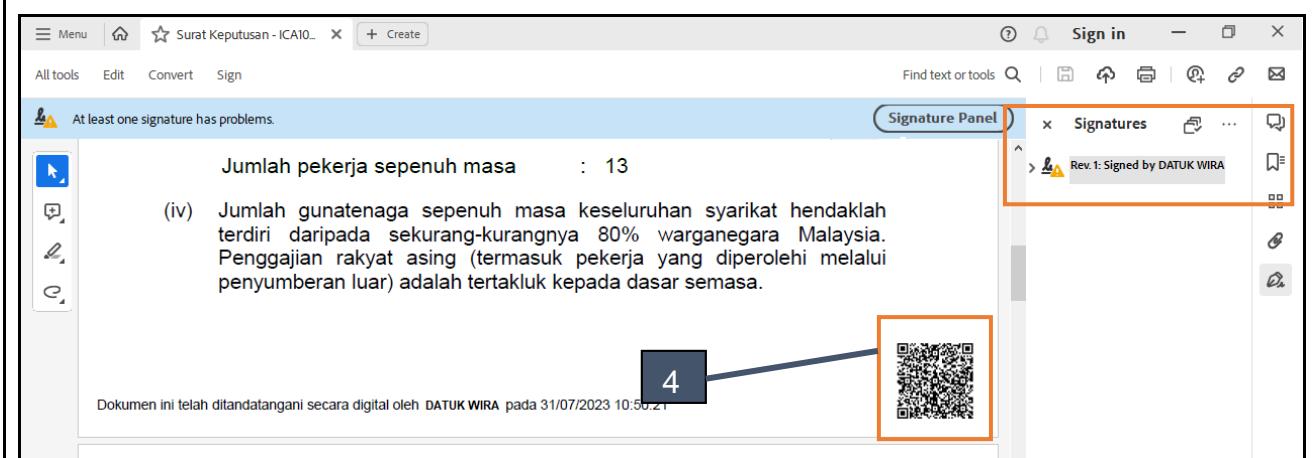
### 3.5.3 Verify QR Code



- Once the Decision Letter is downloaded, navigate to the location of the document and launch the document.



- 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 <u>can only</u> be read by <b>eValidator</b> mobile application.
6. Please refer to the User Guide document “[Invest Malaysia] <b>eValidator Mobile Application</b> ” (MIDA QR Code mobile application) on how to install the mobile application.

## Chapter 4 APPLICATION Post Approval Incentives

### 4.1 Retaining Incentives to a Wholly Owned Subsidiary

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.

2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.

5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Retaining Incentives to a Wholly Owned Subsidiary]** hyperlink.
9. The system will redirect to the ‘**Retaining Incentives to a Wholly Owned Subsidiary**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. The following information about the company is shown on the form:-
  - i. Existing Company Name

- ii. Existing Company Registration No.
- iii. Registration Type
- iv. Date of Incorporation

➤ Retaining Incentive to a Wholly Owned Subsidiary

I. Incentive Details

Reference No.	Date of Approval	Product/Activity	Address	Country	State	City	Postcode
MIDA002	31/01/2021	Bio Product, Chem Product	no 230, lorong kemuning , seksyen 29	Malaysia	Selangor	Shah Alam	46000

II. Company Details

Existing Company Name

Syarikat Kimia Malaysia Bhd

Existing Company Registration No.

0005136T

Registration Type

Registration Of Company (ROC)

Date Of Incorporation

28/12/2020

New Company Name

-Select Company-

New Company Registration No.

Justification \*

Provide justification here...

12. Select the company from the dropdown under '**New Company Name**' . The selected company registration number will be shown under '**New Company Registration Number**'.

13. Provide the justification for retaining the incentive to a wholly owned subsidiary under '**Justification**'.

14. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.

15. The system will redirect to the '**Company**' section.

**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**

16. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.

17. The system will redirect to the '**Previous Company Activity / Project**' section.

**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**

18. Click the '**Next**' button.
19. The system will redirect to the '**Supporting Documents**' section.

**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)**

20. Click the '**Next**' button.
21. The system will redirect to the '**Declaration**' section.

**(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)**

22. Click on the '**Submit**' button to submit the application.

## 4.2 Change of Company Name

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.



2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.



5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Change of Company Name]** hyperlink.
9. The system will redirect to the ‘**Change of Company Name**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. The following information about the company is shown on the form:-
  - i. Registration Type
  - ii. Company Registration No.
  - iii. Date of Incorporation

**Change of Company Name**

**I. Incentives Details**

Reference No.	Date of Approval	Product/Activity	Address	Country	State	City	Postcode
MIDA002	31/01/2021	Bio Product, Chem Product	no 230, lorong kemuning , seksyen 29	Malaysia	Selangor	Shah Alam	46000

**II. Company Details**

Existing Company Name **\***  
Syarikat Kimia Malaysia Bhd

Registration Type  
Registration Of Company (ROC)

Company Registration Number **\***  
0005136T

Date Of incorporation **\***  
28/12/2020

New Company Name **\***

Justification **\***

12. Enter the new company name under '**New Company Name**'.
13. Provide the justification for retaining the incentive to a new company under '**Justification**'.
14. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.
15. The system will redirect to the '**Company**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**
16. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.
17. The system will redirect to the '**Previous Company Activity / Project**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**
18. Click the '**Next**' button.
19. The system will redirect to the '**Supporting Documents**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting**

Documents)
20. Click the ' <b>Next</b> ' button.
21. The system will redirect to the ' <b>Declaration</b> ' section. <b>(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)</b>
22. Click on the ' <b>Submit</b> ' button to submit the application.

## 4.3 Amendment/Deletion of Conditions

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.

2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.

5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Amendment/Deletion of Conditions]** hyperlink.
9. The system will redirect to the ‘**Amendment/Deletion of Conditions**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. The incentive conditions from the approved incentives are shown in the ‘**Incentive Conditions**’ table.
12. Select the options under each listed conditions in the table. Select ‘**Amend**’ to amend the condition or select ‘**Delete**’ to remove the condition

**WIZARD SCREENSHOT IF APPLICABLE**

13. Provide the justification for amend / delete confitions under ‘ <b>Justification</b> ’.
14. If you would like to check for the existing company information, click on the ‘ <b>Company</b> ’ hyperlink on the left menu.
15. The system will redirect to the ‘ <b>Company</b> ’ section. <b>(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)</b>
16. If you would like to check for the previous activity / project for the existing company, click on the ‘ <b>Previous Company Activity / Project</b> ’ hyperlink on the left menu.
17. The system will redirect to the ‘ <b>Previous Company Activity / Project</b> ’ section. <b>(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)</b>
18. Click the ‘ <b>Next</b> ’ button.
19. The system will redirect to the ‘ <b>Supporting Documents</b> ’ section. <b>(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)</b>
20. Click the ‘ <b>Next</b> ’ button.
21. The system will redirect to the ‘ <b>Declaration</b> ’ section. <b>(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)</b>
22. Click on the ‘ <b>Submit</b> ’ button to submit the application.

## 4.4 Redefinition of Products

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.

2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.

5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Redefinition of Products]** hyperlink.
9. The system will redirect to the ‘**Redefinition of Products**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. The proposed products / activities from the approved incentives are shown in the ‘**Existing Proposed Product/Activity by Project Location**’ table and ‘**Redefined Proposed Product/Activity by Project Location**’ table respectively.

**➤ Redefinition of Products**

**I. Incentive Details**

Reference No.	Date of Approval	Product/Activity	Address	Country	State	City	Postcode
MIDA002	31/01/2021	Bio Product, Chem Product	no 230, lorong kemuning , seksyen 29	Malaysia	Selangor	Shah Alam	46000

**II. Proposed Product(s)/Activity(s) by Project Location**

no 230, lorong kemuning , seksyen 29, 46000, Shah Alam, Selangor, Malaysia

**III. Justification**

Provide justification here...

12. You may enter a new proposed product / activity on each available product / activity under '**Redefined Proposed Product/Activity by Project Location**' table.
13. Provide the justification for redifinition of products/activities under '**Justification**'.
14. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.
15. The system will redirect to the '**Company**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**
16. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.
17. The system will redirect to the '**Previous Company Activity / Project**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**
18. Click the '**Next**' button.
19. The system will redirect to the '**Supporting Documents**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)**
20. Click the '**Next**' button.
21. The system will redirect to the '**Declaration**' section.

**(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)**

22. Click on the ‘Submit’ button to submit the application.

## 4.5 Cancellation (Surender) of Incentives

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.



2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.



5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Surrender of Incentive]** hyperlink.
9. The system will redirect to the ‘**Surrender of Incentive**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. Provide the justification for surrendering the incentive under ‘**Justification**’.

**Surrender of Incentive**

**I. Incentive Details**

Reference No.	Date of Approval	Product/Activity	Address	Country	State	City	Postcode
MIDA002	31/01/2021	Bio Product, Chem Product	no 230, lorong kemuning, seksyen 29	Malaysia	Selangor	Shah Alam	46000

**Justification \***  
Provide justification here...

12. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.

13. The system will redirect to the '**Company**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**

14. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.

15. The system will redirect to the '**Previous Company Activity / Project**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**

16. Click the '**Next**' button.

17. The system will redirect to the '**Supporting Documents**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)**

18. Click the '**Next**' button.

19. The system will redirect to the '**Declaration**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)**

20. Click on the '**Submit**' button to submit the application.

## 4.6 Change of Incentive and Withdrawal

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.

2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.

5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Change of Incentive and Withdrawal]** hyperlink.
9. The system will redirect to the ‘**Change of Incentive and Withdrawal**’ section.
10. The details of the incentives would be shown in the ‘**Incentive Details**’ table.
11. The current incentive type and the incentive type that is being changed to is shown on the form.

 Change of Incentive and Withdrawal

**I. Incentive Details**

Reference No.	Date of Approval	Product/Activity	Address	Country	State	City	Postcode
MIDA002	31/01/2021	Bio Product, Chem Product	no 230, lorong kemuning , seksyen 29	Malaysia	Selangor	Shah Alam	46000

Current Incentive: Investment Tax Allowance  
Change Type of Incentive to: Pioneer Status

Justification

Provide justification here...

12. Provide the justification for change of incentive and withdrawal under '**Justification**'.

13. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.

14. The system will redirect to the '**Company**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**

15. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.

16. The system will redirect to the '**Previous Company Activity / Project**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**

17. Click the '**Next**' button.

18. The system will redirect to the '**Supporting Documents**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)**

19. Click the '**Next**' button.

20. The system will redirect to the '**Declaration**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)**

21. Click on the '**Submit**' button to submit the application.

## 4.7 Compliance of Assessment(CAF) for Incentive

1. Identify the company on the dashboard by selecting the registered company listed under the “My Company” section.



My Company

Syarikat Kimia Malaysia Bhd

Syarikat Kimia Utara Berhad

Syarikat Kimia Malaysia Bhd

13TH FLOOR, MENARA PNB, 201-A, JALAN TUN RAZAK, Wilayah Persekutuan Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur | [Update](#)

[Company Profile](#) | [Company Profile](#)

2. Click the **[Company Profile]** hyperlink.
3. The system will redirect to the ‘**Company Profile**’ page.
4. Click the **[Industrial Profile]** hyperlink located at the top of the screen.



Company Name

SYARIKAT KIMIA MALAYSIA BHD (00051367)

Co

Company Profile Organization Structure Financial Details Overall Project Cost Overall Manpower History of Applications **Industrial Profile** Implementation Survey APR Survey

5. The system will redirect to the ‘**Industrial Profile**’ page.
6. Locate the ‘**Incentive Approved by MIDA**’ section and identify a previously approved incentive record listed in the table.
7. Click on the **[Action]** button located at the right most column.
8. On the pop up window, click on **[Compliance Assessment Form (CAF) for Incentive]** hyperlink.
9. The system will redirect to the ‘**Compliance Assessment Form (CAF) for Incentive**’ section.
10. The details of the Incentive approval would be shown in the ‘**Incentive Approval**’ section.

› Incentive Approval

**I. Incentive Information**

MIDA Reference No.  
IGLES/2022/00002

Act  
Selected Incentive Under Income Tax Act 1967

Sector  
Global Establishment

Sector Option  
Principal Hub

Type of Promoted Projects/Activities  
Selected Industries/Services

Type of Incentive  
Income Tax Exemption

Industry Group  
Global Establishment

Approval Date  
28/06/2022

Effective Period

Start Date  
[Empty Input]

End Date  
[Empty Input]

Certificate No.  
[Empty Input]

## InvestMalaysia– Post Approval Incentive for Applicant

### II. Project Location

No.	Project Location	Factory/Premise Area
1.	Lot 118 Sungai Petani Industries Estate, Jalan Lencongan Timur, Kawasan Perindustrian Sungai Petani, 08000 Sungai Petani, Kedah 08000. Sungai Petani Kedah, Malaysia	Bakar Arang IE

### III. Product(s)/Activity(s) by Project Location

Lot 118 Sungai Petani Industries Estate, Jalan Lencongan Timur, Kawasan Perindustrian Sungai Petani, 08000 Sungai Petani, Kedah, , 08000Sungai Petani, Kedah, Malaysia

No.	Product(s)/Activity(s)	MSIC Code	HS Tariff Code	Total Percentage (%)	Incentive Period (Years)
1	350kWp Grid-Connected Photovoltaic (GCPV) Net Energy Metering (NEM) System	35101-Operation of g		100	

### IV. Incentive Conditions

No.	Incentive Condition
1.	Tempoh pengecualian cukai berkuatkuasa selama 10 tahun mulai tahun taksiran 2013 hingga tahun taksiran 2022.
2.	Jumlah modal berbayar minimum syarikat mestilah tidak kurang daripada RM 500,000 (Ringgit Malaysia: Lima Ratus Ribu).
3.	Syarikat mestilah membuat perbelanjaan operasi tidak kurang daripada RM 8 Juta (Ringgit Malaysia: Lapan Juta) setahun.
4.	Syarikat hendaklah menyediakan sekurang-kurangnya lima (5) perkhidmatan yang layak (qualifying services) kepada pejabatnya atau syarikat-syarikat berkaitannya (related companies). Perkhidmatan yang layak adalah seperti berikut: (i) pengurusan dan pentadbiran am; (ii) perancangan perniagaan dan koordinasi; (iii) perolehan sumber-sumber bahan mentah, komponen dan keluaran siap; (iv) sokongan teknik dan penyelenggaraan; (v) kawalan pasaran dan perancangan promosi jualan; (vi) pengurusan dan pemerosesan data/maklumat; (vii) perkhidmatan kewangan dan pengurusan dana kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; (viii) perkhidmatan nasihat kewangan korporat kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; (ix) menjalankan penyelidikan dan pembangunan di Malaysia bagi pihak pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; dan (x) latihan dan pengurusan kakitangan kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia.
5.	Syarikat hendaklah memberi perkhidmatan yang layak kepada tidak kurang daripada empat (4) buah syarikat berkaitannya (related company) di luar Malaysia.
6.	Syarikat hendaklah menggaji dan melatih sekurang-kurangnya 70 jurutera tempatan untuk aktiviti Global Support Office menjelang penghujung tahun 2015.
7.	Syarikat hendaklah menyimpan ruang pejabat, alat kelengkapan, kakitangan dan kemudahan-kemudahan bagi aktiviti Global Support Office tertakluk kepada akaun-akaun ini dipersetujui oleh Lembaga Hasil Dalam Negeri.
8.	Syarikat dikehendaki mengemukakan borang retan cukai pendapatan selara dengan peruntukan di bawah Akta Cukai Pendapatan 1967 kepada Lembaga Hasil Dalam Negeri.

11. Click the ‘Next’ button.

12. The system will redirect to the ‘Verification on Compliance of Status/Incentive Conditions’ section.

### ➤ Verification on Compliance of Status/Incentive Conditions

#### I. Compliance of Status/Incentive Conditions

Year of Assessment\*

2022

*Note: Please upload the Declaration Slip verified by a qualified External Auditor for all status/incentive conditions.*

No.	Status/Incentive Condition	Compliance *		Declaration Slip *	
		Comply	Not Comply	Download	Upload
1.	Tempoh pengecualian cukai berkuatkuasa selama 10 tahun mulai tahun taksiran 2013 hingga tahun taksiran 2022.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a> Syarat-syarat Lain.pdf 	
2.	Jumlah modal berbayar minimum syarikat mestilah tidak kurang daripada RM 500,000 (Ringgit Malaysia: Lima Ratus Ribu).	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a> Modal Berbayar Syarikat.pdf 	
3.	Syarikat mestilah membuat perbelanjaan operasi tidak kurang daripada RM 8 Juta (Ringgit Malaysia: Lapan Juta) setahun.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a> Perbelanjaan Operasi Tahunan Syarikat.pdf 	
4.	Syarikat hendaklah menyediakan sekurang-kurangnya lima (5) perkhidmatan yang layak (qualifying services) kepada pejabatnya atau syarikat-syarikat berkaitannya (related companies). Perkhidmatan yang layak adalah seperti berikut: (i) pengurusan dan pentadbiran am; (ii) perancangan perniagaan dan koordinasi; (iii) perolehan sumber-sumber bahan mentah, komponen dan keluaran siap; (iv) sokongan teknik dan penyelenggaraan; (v) kawalan pasaran dan perancangan promosi jualan; (vi) pengurusan dan pemerosesan data/maklumat; (vii) perkhidmatan kewangan dan pengurusan dana kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; (viii) perkhidmatan nasihat kewangan korporat kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; (ix) menjalankan penyelidikan dan pembangunan di Malaysia bagi pihak pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia; dan (x) latihan dan pengurusan kakitangan kepada pejabat atau syarikat-syarikat berkaitan di dalam dan luar Malaysia.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a>	<a href="#">Upload</a>
5.	Syarikat hendaklah memberi perkhidmatan yang layak kepada tidak kurang daripada empat (4) buah syarikat berkaitannya (related company) di luar Malaysia.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a>	<a href="#">Upload</a>
6.	Syarikat hendaklah menggaji dan melatih sekurang-kurangnya 70 jurutera tempatan untuk aktiviti Global Support Office menjelang penghujung tahun 2015.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a>	<a href="#">Upload</a>
7.	Syarikat hendaklah menyimpan ruang pejabat, alat kelengkapan, kakitangan dan kemudahan-kemudahan bagi aktiviti Global Support Office tertakluk kepada akaun-akaun ini dipersetujui oleh Lembaga Hasil Dalam Negeri.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a>	<a href="#">Upload</a>
8.	Syarikat dikehendaki mengemukakan borang retan cukai pendapatan selara dengan peruntukan di bawah Akta Cukai Pendapatan 1967 kepada Lembaga Hasil Dalam Negeri.	<input checked="" type="radio"/>	<input type="radio"/>	<a href="#">Download</a>	<a href="#">Upload</a>

13. Select the '**Year of Assessment**' for the Compliance of Assessment (CAF) application.
14. Select the Compliance for each of the Incentive conditions either '**Comply**' or '**Not Comply**'.
15. Click on '**Download**' to download the Declaration Slip that is relevant to the Incentive conditions and fill in the downloaded Declaration Slips.
16. Upload the Declaration Slip that has been verified by a qualified External Auditor for each of the Incentive conditions.

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17. If you would like to check for the existing company information, click on the '**Company**' hyperlink on the left menu.
18. The system will redirect to the '**Company**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.1 Company)**

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19. If you would like to check for the previous activity / project for the existing company, click on the '**Previous Company Activity / Project**' hyperlink on the left menu.
20. The system will redirect to the '**Previous Company Activity / Project**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.2 Previous Company Activity / Projects)**

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21. Click the '**Next**' button.
22. The system will redirect to the '**Supporting Documents**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.3 Supporting Documents)**

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23. Click the '**Next**' button.
24. The system will redirect to the '**Declaration**' section.  
**(Refer to Chapter 3 Common Sections for (All Application): 3.4 Declaration)**

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25. Click on the '**Submit**' button to submit the application.

