



InvestMalaysia
investmalaysia.mida.gov.my

Learn about the system

User Guide for

General

Learn About the System
Ver 2025.01

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**

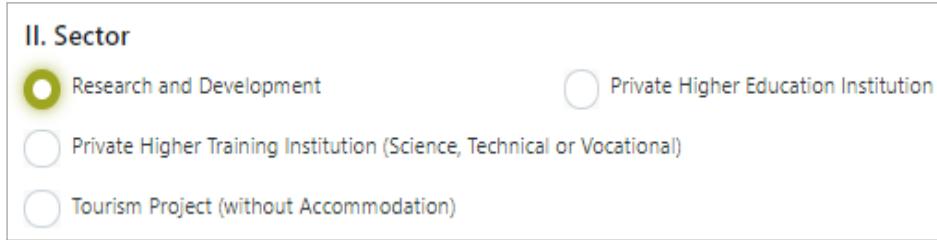
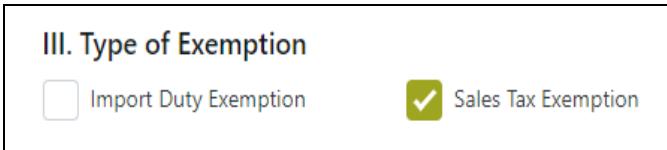
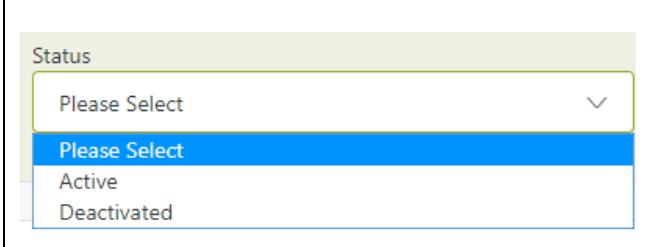
Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

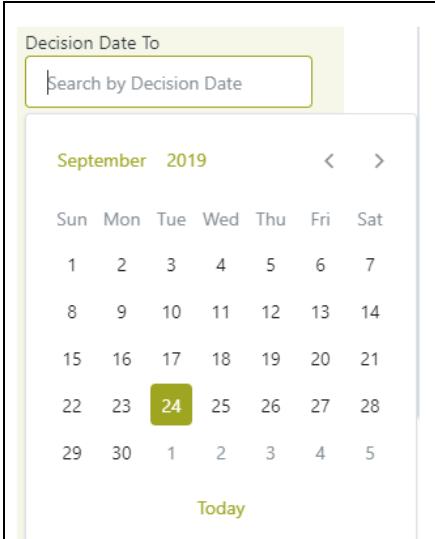
1.3 **URL**

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

1.4 **Common Fields and Definitions**

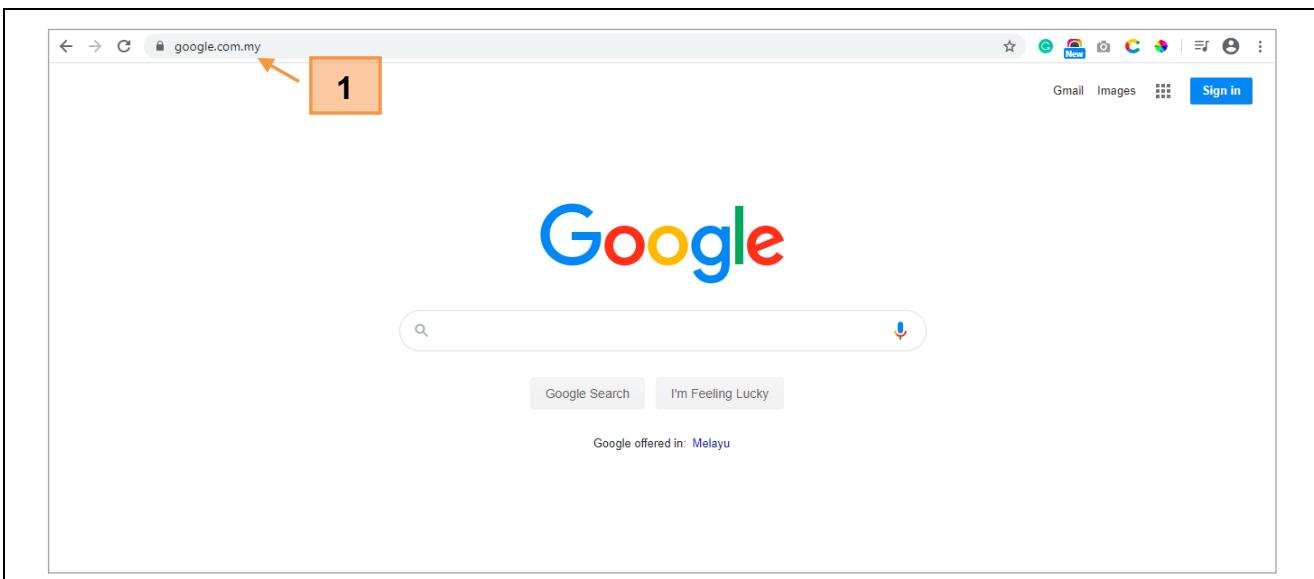
No.	Field	Description
1.	Textbox	<p>A box that allow user to type-in information. Usually, it has characters limit.</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"><p>Correspondence Address</p><p>9800 Montgomery Blvd NE</p></div> <p>If there is an asterisk (*) mark at the textbox,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

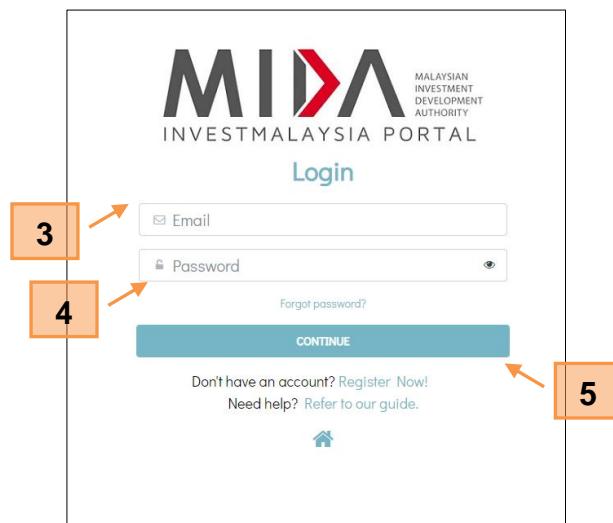
2.1 Login Page



1. Open web browser.

Insert URL: <http://investmalaysia.mida.gov.my>

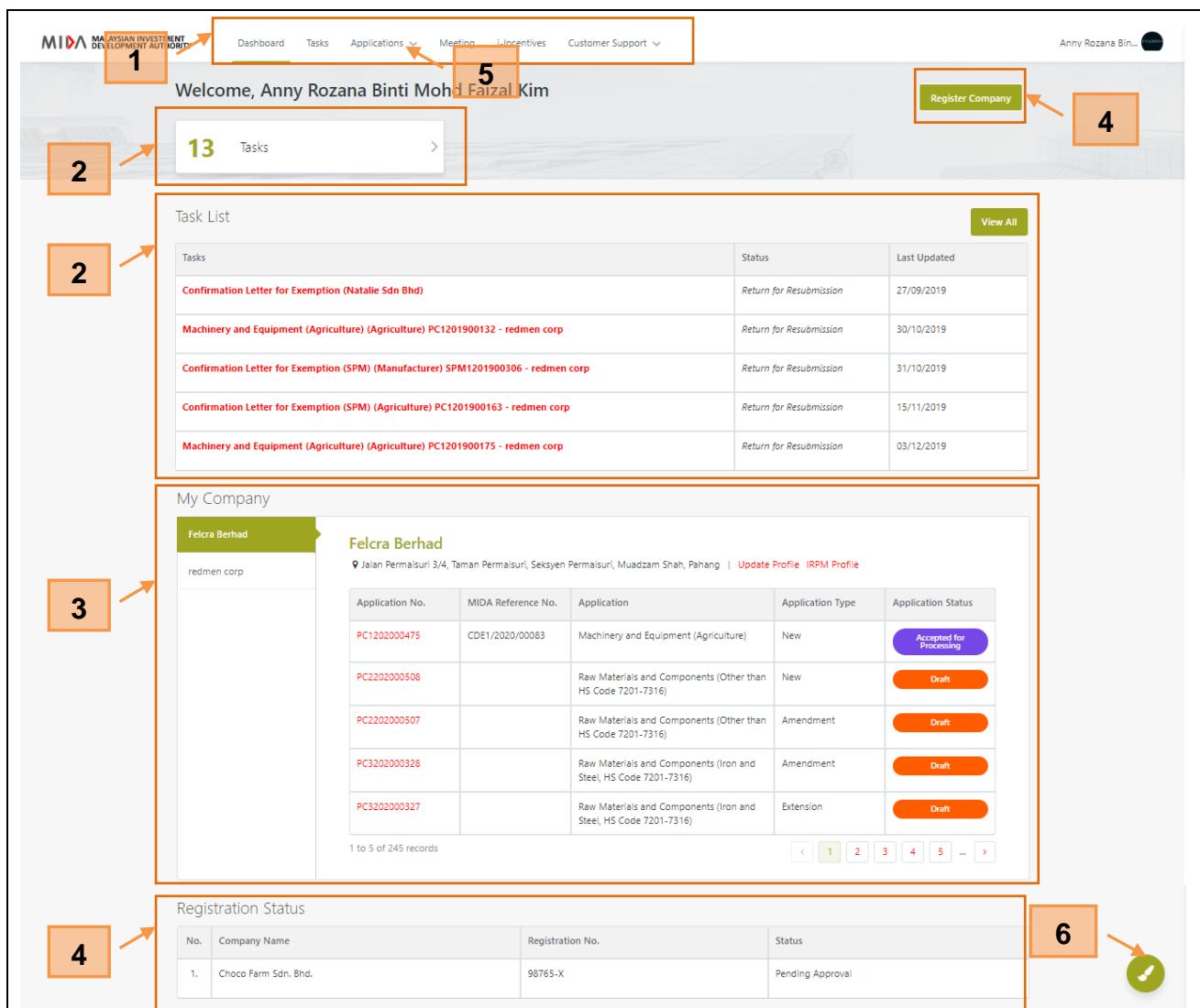




2. Click the **Login** link. New login page will be displayed.
3. Enter username (must use the email that has been registered);
4. Enter password; and
5. Click the **[Continue]** button

System will redirect to the '**Task List**' page.

2.2 Dashboard Page



The screenshot shows the InvestMalaysia Dashboard Page with various sections and features highlighted by numbered callouts:

- 1**: Main Menu (Dashboard, Tasks, Applications, Meeting, Incentives, Customer Support) and User Profile (Anny Rozana Binti Kim).
- 2**: Tasks section showing a list of tasks with a 'View All' button.
- 3**: My Company section showing a list of companies and applications with a 'View All' button.
- 4**: Register Company button.
- 5**: Applications dropdown menu.
- 6**: Registration Status section showing a table of registered companies.

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. **Applications** shall display a list of applications for the company and to create or delete draft applications (**Refer 2.2.4 Applications**).
6. **Color Brush** to customize the theme (**Refer 2.2.5 Color Brush**).

2.2.1 Task and Task List

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

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

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

Machinery and Equipment (Agriculture) Returned

Company Name redmen corp	Application No. PC1201900132	Application Form
Application Type New	Comment	

Progress (1 / 11)

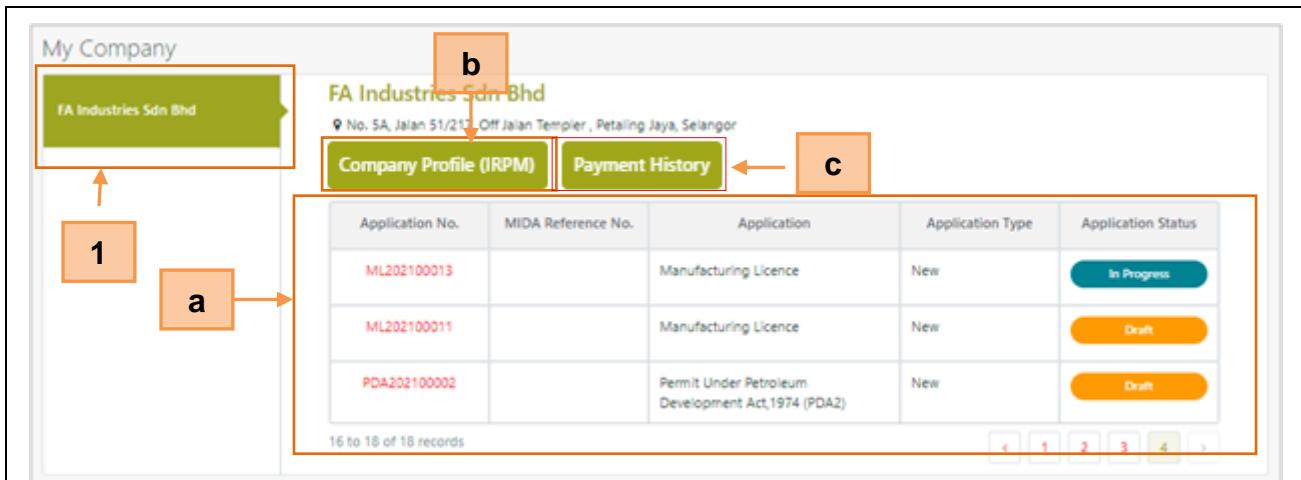
- A Application Type
- B Company
- C Previous Approval Records
- D Premise Address
- E Agriculture Activities

Application Type

I. Application

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)

2.2.2 My Company



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.

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications i-Incentives Customer Service Private Investment

Applicant

< Back to Application List

Manufacturing Licence Draft

Company Name: FA Industries Sdn Bhd Application No.: ML202100011

Application Type: New

Progress (1 / 12) Comment

A Company

B Previous Company Activity/Project

C Application Information

D Project Cost

E Project Financing

F Manpower

G Specific Industry

H Additional Information

Company

Company Profile

Company Name: FA Industries Sdn Bhd

Registration Type: Registration Of Company (ROC)

Company Registration No.: 0123456K

New SSM Company Registration No.:

Date of Incorporation: 10/10/2010

Income Tax Reference No.: ITRNFAISB001

EPF No.:

SOCGO No.:

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

My Company

FA Industries Sdn Bhd

b FA Industries Sdn Bhd

9, No. 5A, Jalan 5/17, Off Jalan Templer, Petaling Jaya, Selangor

Company Profile (IRPM) **Payment History**

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

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
I-Incentives
Customer Service
Private Investment
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

EPP No.: ENFAISB001 SOCSO No.: SNFAISB001

APR Serial No:

Correspondence/Registered Address *:
No. 5A, Jalan 51/217
Off Jalan Tempier

Address 3 (Optional):

Region *: Asia Country *: Malaysia

State *: Selangor City *: Petaling Jaya

Postcode *: 46050 Phone No.:

Company Email:

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.

[View Details](#)

[View Details](#)

Particular Board of Director *				Shares Held in the Company			
No.	Name	Nationality					
1.	Dato Mikael	Malaysia					100.0
+ Add Record							
Total 100 %							

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		
+ Add Record							

Authorised Person (Position should be a Manager and above)								
No.	Title	Name *	Designation *	ID Type *	Identity Card/Passport No. <small>(*)</small>	Email *	Phone No.	Digit Certifi
1.	Mr.	Kamil	Manager	National Identity Card	900120026715	azeem.mida3@gmail.com	0123456789	Verify
+ Add Record								

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

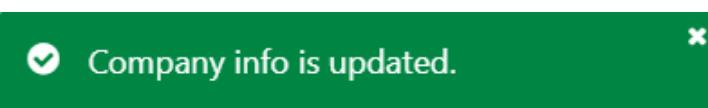
Sector <input type="checkbox"/> Manufacturing <input type="checkbox"/> Research and Development <input type="checkbox"/> Private Healthcare <input type="checkbox"/> Hotel & Tourism <input type="checkbox"/> Waste Eco Park (WEP) <input type="checkbox"/> Oil & Gas <input type="checkbox"/> Logistic Services <input type="checkbox"/> Design Services <input type="checkbox"/> Other Services <input type="checkbox"/> Private Education <input type="checkbox"/> Green Technology <input type="checkbox"/> Global Establishment <input type="checkbox"/> 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

No. 5A, Jalan 51/217, Off Jalan Tempier, 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 * 01/01/2025

End Date * 13/02/2025

[Search](#)

[Excel](#)

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)	Download Payment Receipt

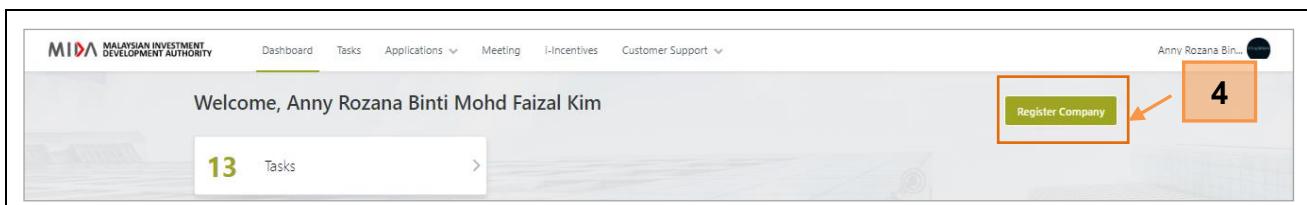
d

- 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	
DITERIMA DARIPADA	<input type="text" value="INVEST MALAYSIA"/>
ALAMAT	<input type="text" value="L 101, NEW HOTEL 200, JALAN SENTRAL 5, 50470 KUALA LUMPUR, MALAYSIA"/>
UNTUK BAYARAN	<input type="text" value="INVESTMALAYSIA - CONFIRMATION LETTER FOR EXEMPTION (SPM)"/>
RINGGIT MALAYSIA	<input type="text" value="TUJUH RATUS SAHAJA"/>
RM	<input type="text" value="700.00"/>
CARA BAYARAN/RUJUKAN	<input type="text" value="12345678901234567890"/>

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

2.2.4 Register Company



3. Click the **[Register Company]** button

Register Company page shall be displayed.

The screenshot shows the 'Company Registration' page. The 'Company Validation' section is highlighted with orange boxes and letters. Box 'a' points to the 'Company Name' field, box 'b' points to the 'Registration Type' dropdown, box 'c' points to the 'Registration No.' field, and box 'd' points to the 'Validate Company' button.

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

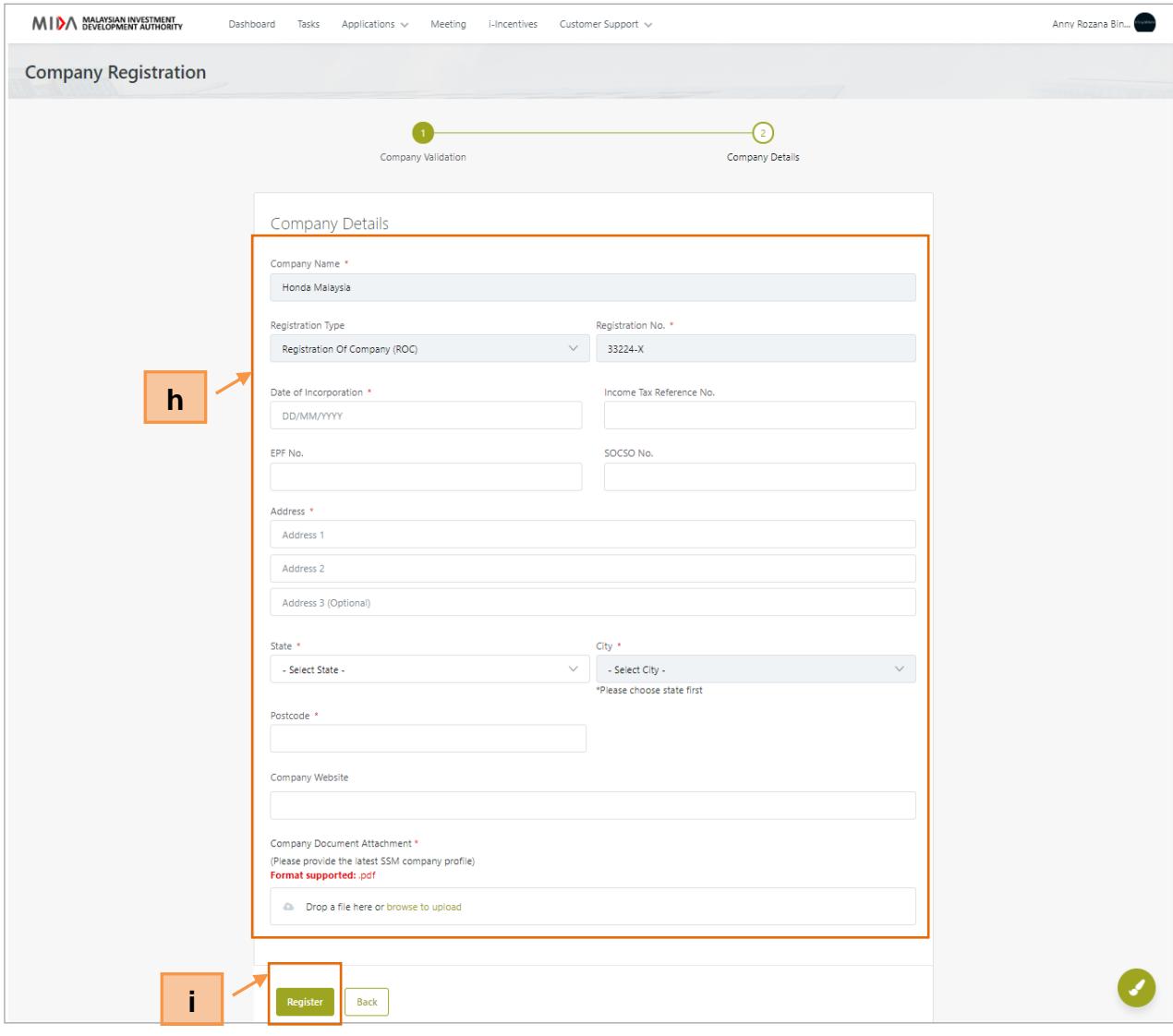
The screenshot shows the 'Company Registration' page with a message: 'The company you're searching for already exist in MIDA database. Please get in touch with the following contact person(s):'. Below the message, there are two contact person entries: 'Name: Contact Person 1' and 'Name: Contact Person 2'. A red box and the letter 'e' highlight the message area.

- 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 Registration

1 Company Validation 2 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. SОСSO 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

Register Back

- h. Enter company details such as:
 - i. Date of Incorporation *
 - ii. Income Tax Reference No.

<ul style="list-style-type: none"> 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) 								
<p>i. Click the [Register] button</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Your Company Is Now Pending for Approval!</p> <p>Your company is successfully registered and pending for approval from MIDA. You will receive an email notification once your company registration is approved.</p> </div>								
<p>j. The system will prompt the above message. Once the result is ready, the user will receive an email.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>k The company in search is already being registered and pending for approval.</p> <p>Verify other company</p> </div>								
<p>l. Registration Status</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>No.</th> <th>Company Name</th> <th>Registration No.</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Choco Farm Sdn. Bhd.</td> <td>98765-X</td> <td>Pending Approval l</td> </tr> </tbody> </table>	No.	Company Name	Registration No.	Status	1.	Choco Farm Sdn. Bhd.	98765-X	Pending Approval l
No.	Company Name	Registration No.	Status					
1.	Choco Farm Sdn. Bhd.	98765-X	Pending Approval l					
<p>k. This validation shall be displayed if the company in search is already being and pending for approval.</p> <p>l. Registration Status will be displayed on the dashboard.</p>								

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

Name: Contact Person 1

m

Name: Contact Person 2

Verify other company

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

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

Name: Contact Person 1

n

Name: Contact Person 2

Verify other company

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: Contact Person 1

o

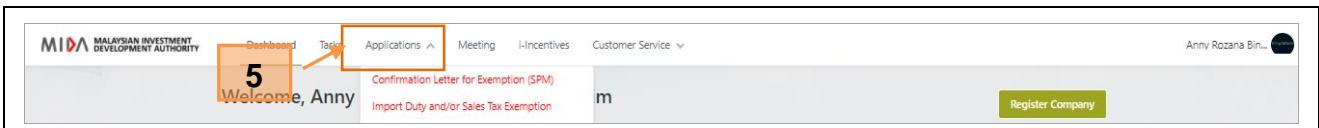
Name: Contact Person 2

Verify other company

p

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.

2.2.5 Applications



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

Click the **[Confirmation Letter for Exemption (SPM)] or Import duty and/or Sales Tax Exemption** menu

Below page shall be displayed.

Category	Value
All	2460
Draft	1944
In Progress	402
Completed	114

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

New/Extension/Additional Quantity
(Application for Extension and Additional Quantity which was approved under JPC online system, company to fill in the required information in the Previous Approval menu before submission)

- Click the **[New/Extension/Additional Quantity]** link

Application for Extension and Additional Quantity which was approved under JPC online system, company to fill in the required information in the Previous Approval menu before submission.

or

Previous Approval
(Information required for Extension, Additional Quantity, Amendment & Appeal which application was previously approved under JPC online system)

- Click the **[Previous Approval]** link

Information required for Extension, Additional Quantity, Amendment & Appeal which application was previously approved under JPC online system.

- b. Create the subsequent **[Amendment/Appeal/Surrender]** applications from the Parent **[New/Previous Approval]** applications.

MIDA Reference No.	Application	Application Type	Submission Date	Acceptance Date	Decision Date	Application Status	Action
	Raw Materials and Components (Iron and Steel, HS Code 7201-7316)	New	08/12/2020	09/12/2020	21/04/2021	Completed	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid orange; padding: 2px;">Amend</div> <div style="border: 1px solid green; padding: 2px;">Appeal</div> <div style="border: 1px solid orange; padding: 2px;">Surrender</div> <div style="border: 1px solid grey; padding: 2px;">Delete</div> </div>
	Raw Materials and Components (Iron and Steel, HS Code 7201-7316)	Previous Approval (JPC)			05/03/2021	Completed	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid green; padding: 2px;">Amend</div> <div style="border: 1px solid green; padding: 2px;">Appeal</div> <div style="border: 1px solid orange; padding: 2px;">Surrender</div> <div style="border: 1px solid grey; padding: 2px;">Delete</div> </div>

- Click the **[Amendment/Appeal/Surrender]** button

To create/trigger the Amendment, Appeal or Surrender application from parent New or Previous Approval Application Type.

- c. Create the subsequent **[Amendment/Appeal]** applications from the Child **[Extension/Additional Quantity]** applications.

MIDA Reference No.	Application	Application Type	Submission Date	Acceptance Date	Decision Date	Application Status	Action
CDE3/2022/00111	Raw Materials and Components (Iron and Steel, HS Code 7201-7316)	Extension	25/03/2022	28/03/2022	13/09/2022	Completed	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid orange; padding: 2px;">Amend</div> <div style="border: 1px solid green; padding: 2px;">Appeal</div> <div style="border: 1px solid grey; padding: 2px;">Delete</div> </div>
CDE3/2022/00106	Raw Materials and Components (Iron and Steel, HS Code 7201-7316)	Additional Quantity	22/03/2022	24/03/2022	30/05/2022	Completed	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid green; padding: 2px;">Amend</div> <div style="border: 1px solid green; padding: 2px;">Appeal</div> <div style="border: 1px solid grey; padding: 2px;">Delete</div> </div>

- Click the **[Amendment/Appeal]** button

To create/trigger the Amendment or Appeal application from child Extension or Additional Quantity Application Type.

- d. Delete Draft applications.

PC3202000016	Raw Materials and Components (Iron and Steel, HS Code 7201-7316)	New					<div style="border: 1px solid orange; padding: 2px;">Draft</div> <div style="border: 1px solid grey; padding: 2px;">Delete</div>
--------------	--	-----	--	--	--	--	--

- Click the **[Delete]** button

To delete the Draft application that has been created.

- e. Application Creation Requirement.

- Extension - allow to create unlimited Extension applications.
- Additional Quantity - allow to create unlimited Additional Quantity applications.
- Amendment - allow to amend twice.
- Appeal - allow to appeal twice.

- Draft/In Progress application with same parent (MIDA Reference No.) can be processed at one time only.
- The subsequent application with same parent (MIDA Reference No.) can be created once the Parent/Child application statuses has been Completed, Rejected and Withdrawn.

Below page shall be displayed for created application.

 Application Type

I. Application

Machinery and Equipment (Agriculture)
 Machinery and Equipment (Selected Services)
 Raw Materials and Components (Other than HS Code 7201-7316)
 Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
 Confirmation Letter for Exemption (SPM)

II. Sector
No items to show...

III. Type of Exemption

Import Duty Exemption Sales Tax Exemption Excise Duty Exemption

IV. Type of Application

New Extension Additional Quantity

V. Market

Domestic
 Export
 Free Zone (FZ)
 Licensed Manufacturing Warehouse (LMW)

VI. Main Industry

- Select Main Industry -

Create

The system will redirect to the '**Application Wizard**'. There are 6 main items in the Application Wizard which are:

- Application;

- Sector;
- Type of Exemption;
- Type of Application;
- Market; and
- Main Industry
- Click the **[Create]** button and the system will redirect to the **‘Application Form’**.

The screenshot shows the 'Machinery and Equipment (Agriculture)' application form page. The top navigation bar includes links for Dashboard, Tasks, Applications, Meeting, i-Incentives, and Customer Support. A user profile for 'Ann Rozana Bin...' is visible on the right. The main content area shows the application details: Company Name (Machinery and Equipment (Agriculture)), Application No. (PC1202000479), and Application Type (New). A 'Draft' button is also present. The page is divided into four main sections, each marked with an orange box and a letter:

- i:** A small orange box in the top right corner of the header area.
- ii:** A box containing the 'Application Form' and 'Print Preview' buttons.
- iii:** A box containing the 'Progress (2 / 11)' section, which includes a list of steps: A. Application Type (highlighted with a green circle), B. Company (highlighted with a red circle), C. Previous Approval Records, D. Premise Address, E. Agriculture Activities, and F. Project Cost.
- iv:** A large orange box containing the 'Company' application form section, which includes fields for Company/Applicant Name, Registration Type, Date of Incorporation, EPF No., Company Registration No., Income Tax Reference No., and SOCSO No.

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

- Banner** - will display basic application information such as:
 - Company Name
 - Application No. and
 - Application Type
- List of Buttons** - will display Application Form Print Preview and Application Trail
- List of Sections** - will display all sections involved in the application form
- Application Form** - will display the detailed application form and need to fill in by the applicant/company

Application List - Import Duty and/or Sales Tax Exemption

f

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

1 to 10 of 1310 records

1 2 3 4 5 ...

Search Filters

Search by Company Name

Registration Type

All Types

Company Registration No.

Search by Company Reg No.

Application No./MRN No.

Search by Application No. /MRN No.

Application Date From

Search by Application Date

Application Date To

Search by Application Date

Acceptance Date From

Search by Acceptance Date

Acceptance Date To

Search by Acceptance Date

Decision Date From

Search by Decision Date

Decision Date To

Search by Decision Date

Application Type

Search

Application For

Search

Sector

Search

Status

Search

Registered State

Search

Correspondence State

Search

Factory/Premise State

Search

Search

Reset

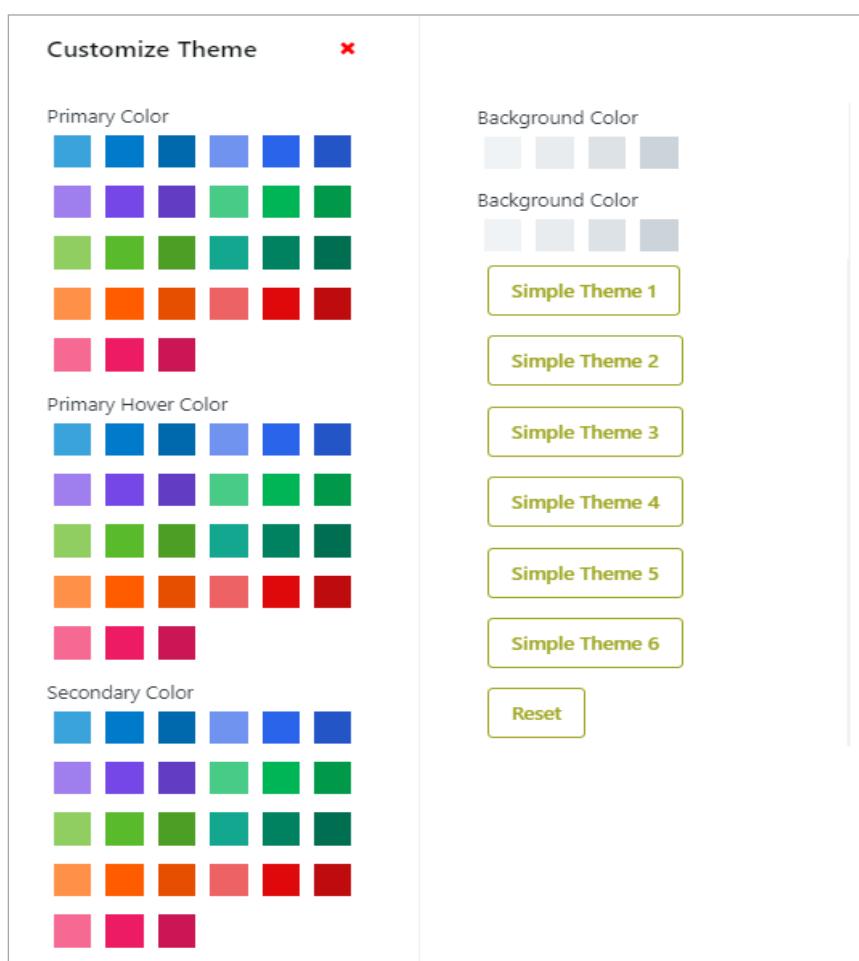
- f. The system provides a search page for applicant/company to search the application information by entering information such as Company Name, Application No., MIDA Reference No., Sector, Status, and a combination of some application information.

2.2.6 Color Brush



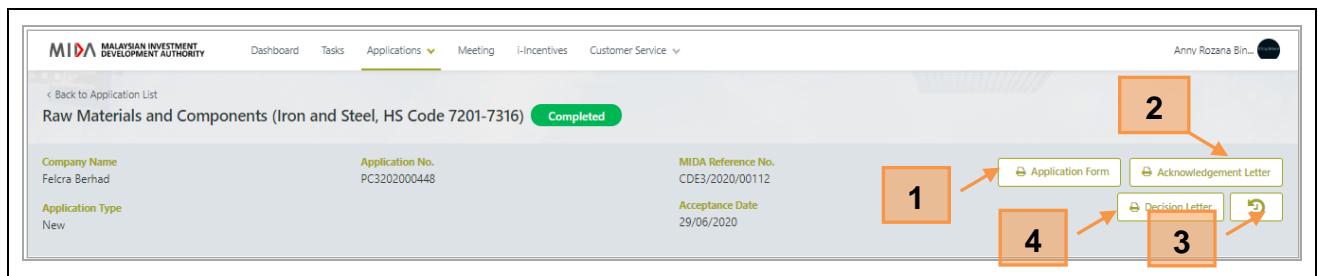
6. Click the **[Color Brush]** icon

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.

2.3 Application (Document in PDF)



2.3.1 Print Preview Application

1. Click [Application Form] button

The screenshot shows a 'DocumentPreviewRenderer.aspx' page. At the top, it says '1 / 20'. The main content is a 'CUSTOMS DUTY EXEMPTION' application form. It has two main sections: 'Section A: Application Type' and 'Section B: Company'. Section A includes fields for Application Type (New), Type of Exemption (Import Duty Exemption, Sales Tax Exemption), and Market (Domestic, Export, Free Zone, Licensed Manufacturing Warehouse). Section B includes Company Profile information (Company Name: Felcra Berhad, Registration Type: Registration Of Company (ROC), Date of Incorporation: 01/08/2012, EPF No: EPF432483-U, Registered Address: Jalan Permaisuri 3/4, Taman Permaisuri, Seksyen Permaisuri, Pelabuhan Klang, 42920 Selangor, Malaysia, Correspondence Address: Jalan Permaisuri 3/4, Taman Permaisuri, Seksyen Permaisuri, Pelabuhan Klang, 42920 Selangor, Malaysia, Customs Control Station: Selangor-Cawangan LTSAAS Subang, Shah Alam, Website: felcra.com.my, Company Background: Established in 2012). On the right side of the page, there are zoom and page navigation icons.

The web browser will open a new tab and display the print preview format of the Application Form. Scroll down the document to view all pages.

2.3.2 Acknowledgement Letter

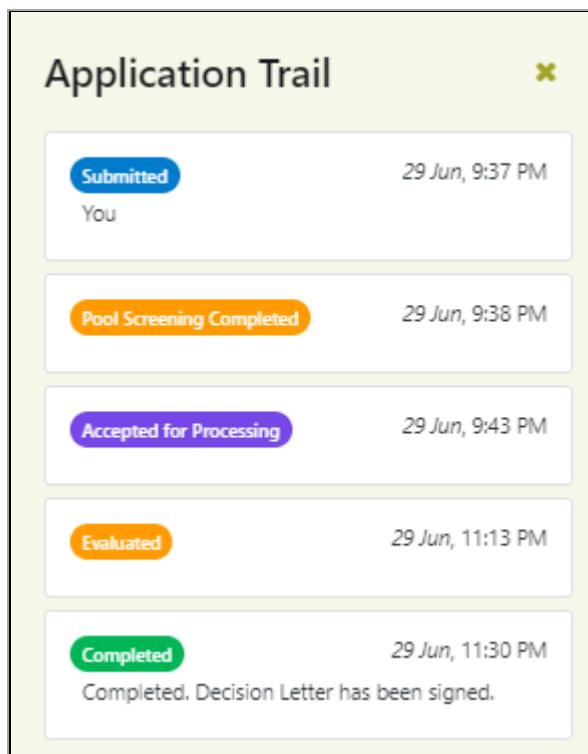
2. Click [Acknowledgement Letter] button



The web browser will open a new tab and display the print preview format of the Acknowledgement Letter. Scroll down the document to view all pages.

2.3.3 Application Trail

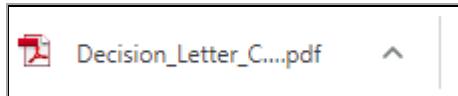
3. Click [Application Trail] icon



The application trail screen will be displayed. All activities will be displayed here with a date, time and status.

2.3.4 Decision Letter

4. Click [Decision Letter] button



System will download Decision Letter in PDF format and click to open the Decision Letter.

**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

JALAN PERMAISURI 3/4
TAMAN PERMAISURI
SEKSYEN PERMAISURI
42920 PELABUHAN KLANG
SELANGOR

Tuan

PERMOHONAN PENGECAULIAN DUTI IMPORT DAN/ATAU CUKAI JUALAN KE ATAS BAHAN MENTAH/BAHAGIAN KOMPONEN

Scroll down the document to view all pages.

2.4 Email Notification

2.4.1 Submission

 MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

InvestMalaysia - Application PC3202000335 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 : Felora Berhad
Application No. : PC3202000335
Application : Raw Materials and Components (Iron and Steel, HS Code 7201-7316)

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
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.

2.4.2 Acknowledgement Email



InvestMalaysia - Permohonan Diterima MIDA CDE3/2020/00072

Tuan/Puan,

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

No. Ruj. MIDA : CDE3/2020/00072

No. Ruj. Permohonan : PC3202000077

Tarikh Diterima : 22/04/2020 11:10:41

Nama Syarikat : ETIKA BEVERAGES SDN BHD

No. Pendaftaran Syarikat : 15978-V

Pegawai Dihubungi : Mohamad Azeem

Jawatan : Executive

No. Telefon : 0123456789

Emel : azeem.mida3@gmail.com

Alamat : NO 5, JALAN P/5, SEKSYEN 13, KAWASAN PERUSAHAAN, BANDAR BARU BANGI, 43650 BANDAR BARU BANGI, SELANGOR, MALAYSIA

2.4.3 Application Returned by MIDA due to incomplete information



InvestMalaysia - Returned Application PC1202000586

Dear Anny Rozana Binti Mohd Faizal Kim,

Your application PC1202000586 has been returned.

Remark : Return to company. Please update address.

Please update and resubmit your application.

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

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.

2.4.4 Email Notification when application is close/reject



InvestMalaysia - Rejected Application PC2202000722

Dear Anny Rozana Binti Mohd Faizal Kim,

Your application PC2202000722 has been rejected.

Reason : MITI license is a compulsory document. Please apply the License then only apply duty exemption.

Please take note that your application will be closed due to the above reason.

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

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.

2.4.5 Email notification when application is successful



Invest Malaysia - Pemberitahuan Surat Keputusan UEM GROUP BERHAD, CDE3/2020/00001

Tuan/Puan,

Adalah dimaklumkan bahawa Surat Keputusan bagi permohonan syarikat tuan/puan UEM GROUP BERHAD, CDE3/2020/00001 telah dikeluarkan.

Surat Keputusan tersebut boleh dimuat turun menerusi:

[Surat Keputusan : PC3202000001](#)

MIDA menggunakan Tandatangan Digital (Public Key Infrastructure (PKI/Digital Certificate)) ke atas Surat Keputusan yang dikeluarkan. Penggunaan sistem ini membolehkan:

- i) Pihak syarikat tuan/puan menerima Surat Keputusan secara online.
- ii) Pihak Kementerian Kewangan, MITI, dan Jabatan Kastam DiRaja menerima dan mengakses Surat Pengesahan secara online.

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

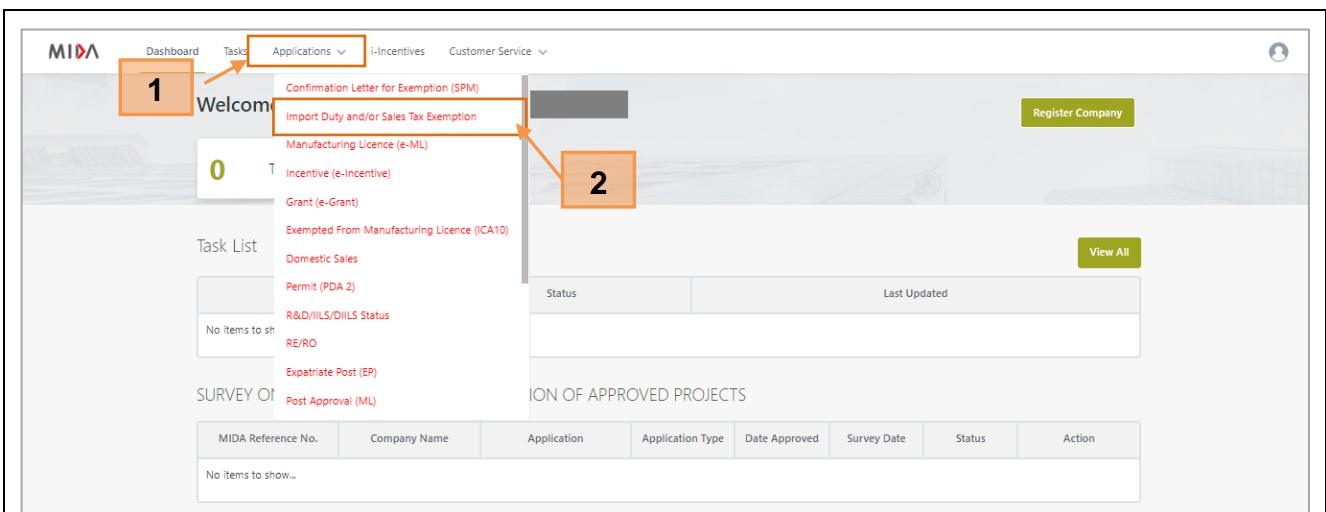
InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>

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

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

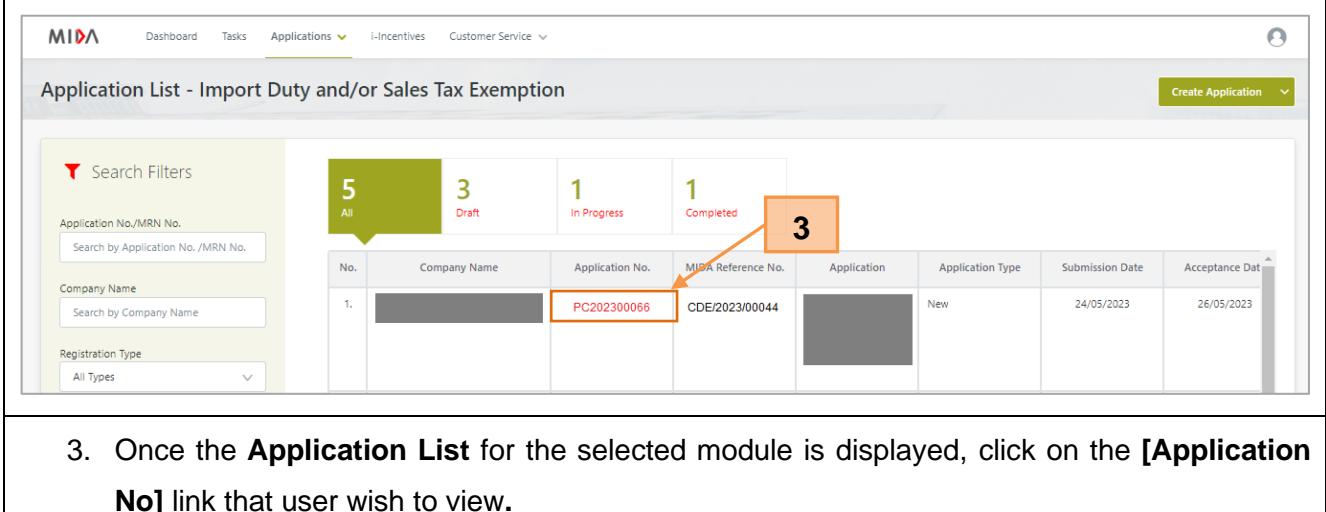
2.5 Download Decision Letter and Verify QR Code

2.5.1 View Successful Application



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.



Machinery and Equipment (Agriculture) Completed

Company Name	Application No.	MIDA Reference No.
Application Type New	Acceptance Date 31/05/2023	Application Form Acknowledgement Letter Decision Letter Print

Progress (1 / 11)

A	Application Type
B	Company
C	Previous Approval Records
D	Premise Address
E	Agriculture Activities

Application Type

I. Application

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)

Machinery and Equipment (Selected Services) Completed

Company Name	Application No.	MIDA Reference No.
Application Type New	Acceptance Date 02/06/2023	Application Form Acknowledgement Letter Decision Letter Print

Progress (1 / 11)

A	Application Type
B	Company
C	Previous Approval Records
D	Premises Address

Application Type

I. Application

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)

Raw Materials and Components (Other than HS Code 7201-7316) Completed

Company Name	Application No.	MIDA Reference No.
Application Type New	Acceptance Date 26/05/2023	Application Form Acknowledgement Letter Decision Letter Print

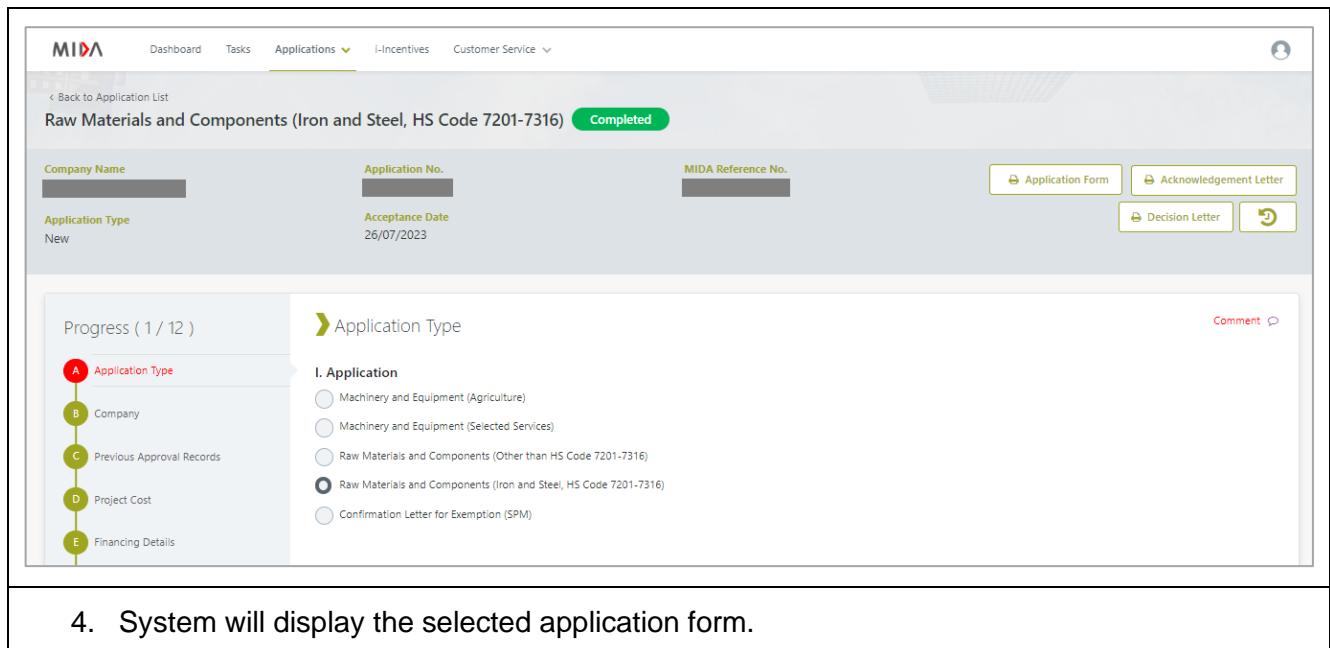
Progress (1 / 11)

A	Application Type
B	Company
C	Previous Approval Records
D	Project Cost
E	Financing Details

Application Type

I. Application

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)



Raw Materials and Components (Iron and Steel, HS Code 7201-7316) Completed

Company Name Application No. MIDA Reference No.

Application Type Acceptance Date

Application Form Acknowledgement Letter Decision Letter Print

Progress (1 / 12) Application Type Comment (0)

I. Application

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)

4. System will display the selected application form.

2.5.2 Download Decision Letter

Screenshot 1: Machinery and Equipment (Agriculture) Application

Application Type: Machinery and Equipment (Agriculture) (Completed)

Progress (1 / 11):

- A Application Type** (highlighted with a red circle)
- B Company
- C Previous Approval Records
- D Premise Address
- E Agriculture Activities

Application Type (I. Application):

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)

Screenshot 2: Machinery and Equipment (Selected Services) Application

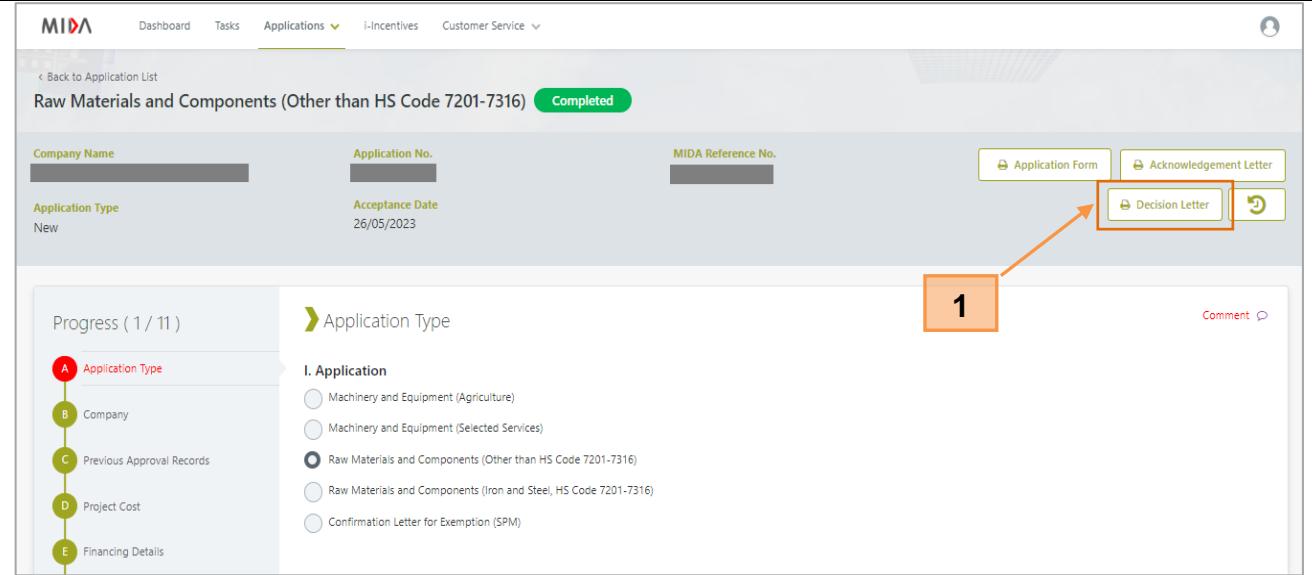
Application Type: Machinery and Equipment (Selected Services) (Completed)

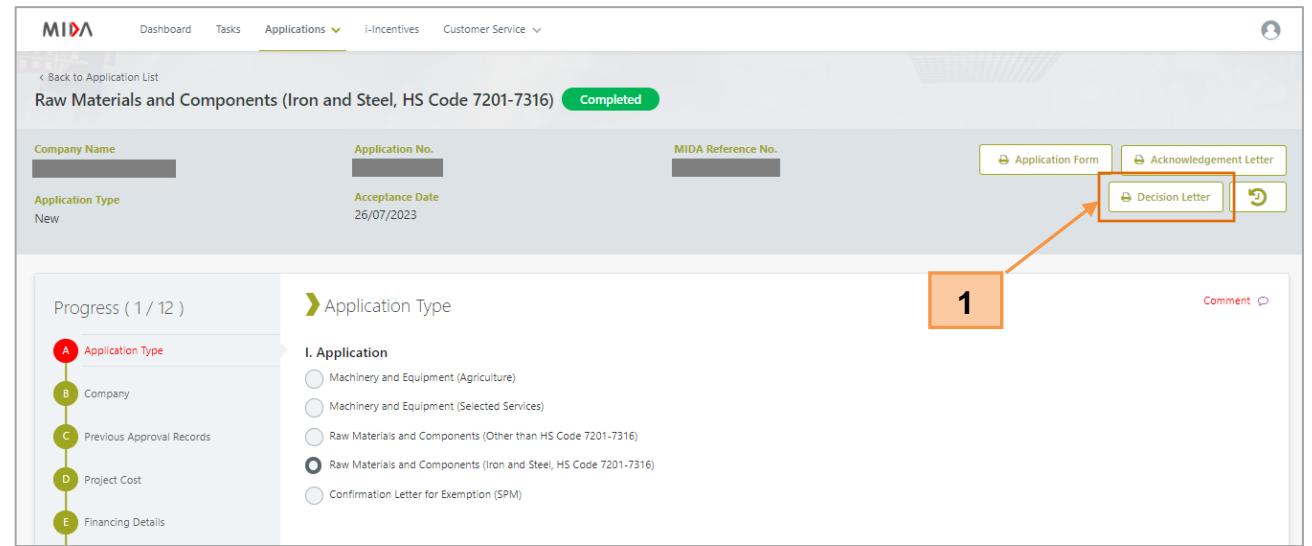
Progress (1 / 11):

- A Application Type** (highlighted with a red circle)
- B Company
- C Previous Approval Records
- D Premises Address

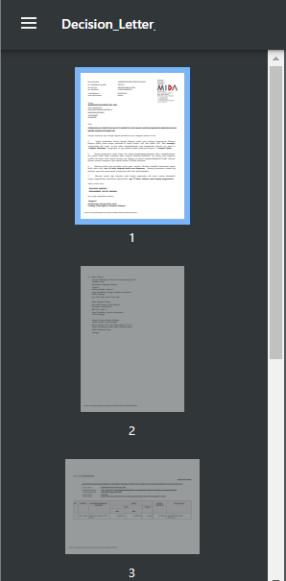
Application Type (I. Application):

- Machinery and Equipment (Agriculture)
- Machinery and Equipment (Selected Services)
- Raw Materials and Components (Other than HS Code 7201-7316)
- Raw Materials and Components (Iron and Steel, HS Code 7201-7316)
- Confirmation Letter for Exemption (SPM)





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



Malaysia (MIDA) selaras dengan peruntukan di bawah Seksyen 14(2) Akta Kastam 1967 telah **bersetuju** mengecualikan duti import ke atas bahan mentah/komponen bagi mengeluarkan keluaran siap seperti di **Lampiran Diluluskan**. Pengecualian ini juga tertakluk kepada syarat-syarat seperti di **Lampiran Syarat**.

3. Tempoh pengecualian, stesen import dan tempat pengilangan/penyimpanan bahan mentah/komponen dan pasaran adalah seperti dinyatakan dalam Lampiran Diluluskan berkembar. Jika pasaran tidak dinyatakan syarikat tuan bebas untuk menjual keluaran siap berkaitan di pasaran tempatan/dieksport/FIZ/LMW sekiranya keluaran tersebut merupakan input kepada keluaran FIZ/LMW berkenaan.

4. Sebarang pindaan atau perubahan butiran pada Lampiran Diluluskan hendaklah dikemukakan kepada MIDA dalam masa **dua (2) bulan daripada tarikh surat keputusan**. Sebarang permohonan pindaan bagi kelulusan yang telah tamat tempoh pengecualian tidak akan dipertimbangkan.

5. Sekiranya syarikat ingin memohon untuk lanjutan pengecualian duti import, syarikat dinasihatkan supaya mengemukakan permohonan kepada MIDA **tiga (3) bulan sebelum tamat tempoh pengecualian**.

Sekian, terima kasih.

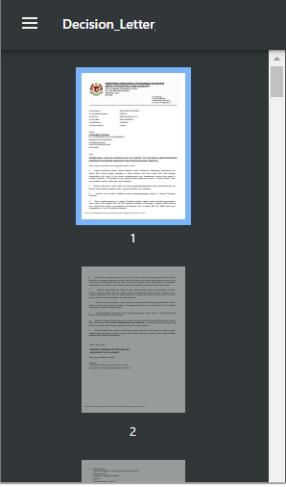
**"MALAYSIA MADANI"
"BERKHIDMAT UNTUK NEGARA"**

Saya yang menjalankan amanah,

**Pengerusi
Jawatankuasa Pengecualian Cukai
Lembaga Pembangunan Pelabuhan Malaysia**

Dokumen ini telah ditandatangani secara digital oleh LIM BEE VIAN pada 28/06/2023 08:55:006





PERMOHONAN LANJUTAN PENGECEUALIAN DUTI IMPORT KE ATAS BAHAN MENTAH/BAHAGIAN KOMPONEN UNTUK MENGELOUARKAN KELUARAN SIAP BAGI PASARAN TEMPATAN

Saya menjuk permohonan tuan mengenai perkara di atas.

2. Adalah dimaklumkan bahawa Kerajaan Malaysia melalui Kementerian Perdagangan Antarabangsa dan Industri (MITI) selaras dengan peruntukan di bawah Seksyen 14(2) Akta Kastam 1967 telah **bersetuju** mengecualikan duti import ke atas bahan mentah/komponen bagi mengeluarkan keluaran siap seperti di **Lampiran Diluluskan**. Pengecualian ini juga tertakluk kepada syarat-syarat seperti di **Lampiran Syarat**. Pihak tuan hendaklah meneliti syarat-syarat yang dilampirkan.

3. Tempoh pengecualian, stesen import dan tempat pengilangan/penyimpanan bahan mentah/komponen dan pasaran adalah seperti dinyatakan dalam Lampiran Diluluskan yang disertakan.

4. Keluaran siap hendaklah dibekalkan kepada pelanggan-pelanggan seperti di Lampiran Pelanggan Diluluskan.

5. Bahan mentah/komponen di Lampiran Diluluskan tertakluk kepada syarikat hendaklah mendapatkan Lesen Import (AP) daripada MITI dan Sijil Kelulusan (Certificate Of Approval) daripada SIRIM sekiranya perlu. Syarikat tuan diminta mengemukakan surat kelulusan asal ini kepada MITI dan SIRIM untuk tujuan mendapatkan AP dan Sijil Kelulusan berkenaan.

Dokumen ini telah ditandatangani secara digital oleh DATUK HANAFI BIN SAKRI pada 17/10/2022 16:19:0032



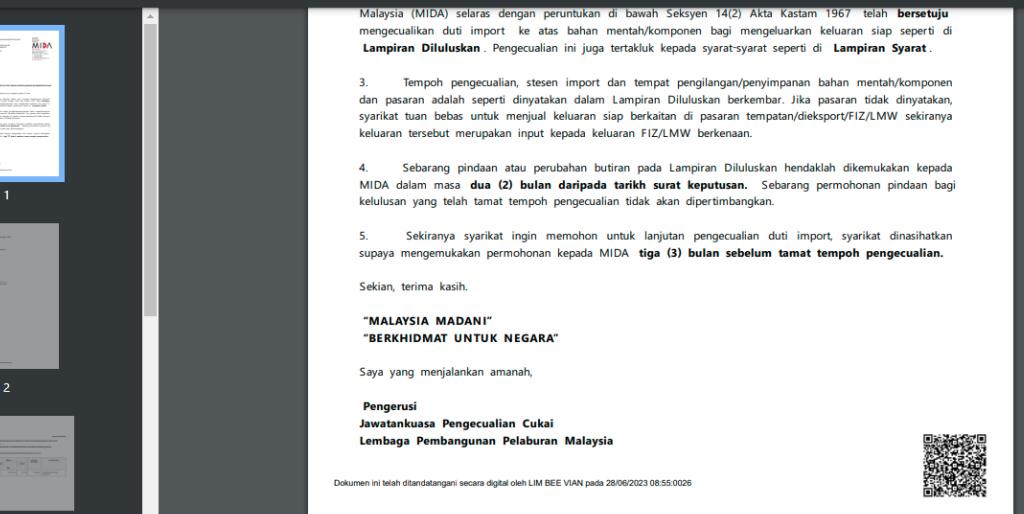
2. System will display the Decision Letter in a new browser tab.

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

1 / 5 | - 93% + ⌂ ⌂

Decision Letter

1



Malaysia (MIDA) selaras dengan peruntukan di bawah Seksyen 14(2) Akta Kastam 1967 telah **bersetuju** mengecualikan duti import ke atas bahan mentah/komponen bagi mengeluarkan keluaran siap seperti di **Lampiran Diluluskan**. Pengecualian ini juga tertakluk kepada syarat-syarat seperti di **Lampiran Syarat**.

3. Tempoh pengecualian, stesen import dan tempat pengilangan/penyimpanan bahan mentah/komponen dan pasaran adalah seperti dinyatakan dalam Lampiran Diluluskan berkembar. Jika pasaran tidak dinyatakan, syarikat tuan besar untuk menjual keluaran siap berkaitan di pasaran tempatan/dieksport/FIZ/LMW sekiranya keluaran tersebut merupakan input kepada keluaran FIZ/LMW berkenaan.

4. Sebarang pindaan atau perubahan butiran pada Lampiran Diluluskan hendaklah dikemukakan kepada MIDA dalam masa **dua (2) bulan daripada tarikh surat keputusan**. Sebarang permohonan pindaan bagi kelulusan yang telah tamat tempoh pengecualian tidak akan dipertimbangkan.

5. Sekiranya syarikat ingin memohon untuk lanjutkan pengecualian duti import, syarikat dinasihatkan supaya mengemukakan permohonan kepada MIDA **tiga (3) bulan sebelum tamat tempoh pengecualian**.

Sekian, terima kasih.

“MALAYSIA MADANI”
“BERKHIDMAT UNTUK NEGARA”

Saya yang menjalankan amanah,

Pengerusi
Jawatankuasa Pengecualian Cukai
Lembaga Pembangunan Pelaburan Malaysia

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4

Decision Letter -....pdf

Show all

1 / 48 | - 93% + ⌂ ⌃ ⌁

Decision Letter

PERMOHONAN LANJUTAN PENGECELAUAN DUTI IMPORT KE ATAS BAHAN MENTAH/BAHAGIAN KOMPONEN UNTUK MENGELUARKAN KELUARAN SIAP BAGI PASARAN TEMPATAN

Saya merujuk permohonan tuan mengenai perkara di atas.

2. Adalah dimaklumkan bahawa Kerajaan Malaysia melalui Kementerian Perdagangan Antarabangsa dan Industri (MITI) selaras dengan peruntukan di bawah Seksyen 14(2) Akta Kastam 1967 telah bersetuju mencegat duti import ke atas bahan mentah/komponen bagi mengeluarkan keluaran siap seperti di Lampiran Diluluskan. Pengecualian ini juga tertakluk kepada syarat-syarat seperti di Lampiran Syarat. Pihak tuan hendaklah meneiti syarat-syarat yang dilampirkan.

3. Tempoh pengecualian, stesen import dan tempat pengilangan/penyimpanan bahan mentah/komponen dan pasaran adalah seperti dinyatakan dalam Lampiran Diluluskan yang disertakan.

4. Keluaran siap hendaklah dibekalkan kepada pelanggan-pelanggan seperti di Lampiran Pelanggan Diluluskan.

5. Bahan mentah/komponen di Lampiran Diluluskan tertakluk kepada syarikat hendaklah mendapatkan Lesen Import (AP) daripada MITI dan Sijil Kelulusan (Certificate Of Approval) daripada SIRIM sekerlu. Syarikat tuan diminta mengemukakan surat kelulusan asal ini kepada MITI dan SIRIM untuk tujuan mendapatkan AP dan Sijil Kelulusan berkenaan.

Dokumen ini telah ditandatangani secara digital oleh DATUK HANAFI BIN SAKRI pada 17/10/2022 16:19:0032

Decision Letter -....pdf

4

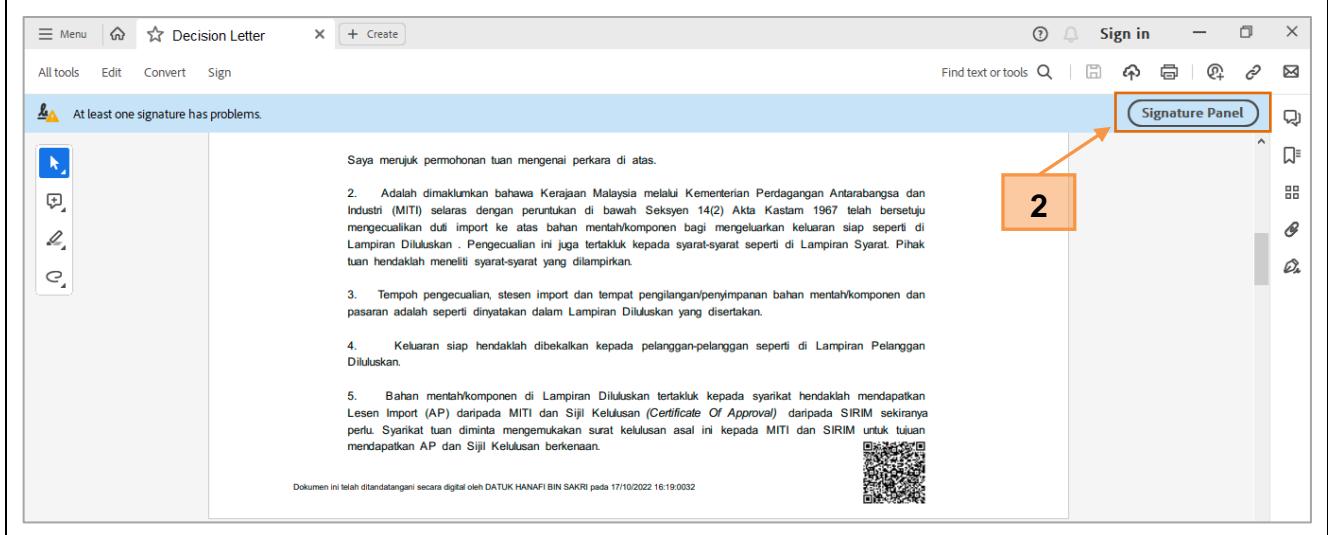
Show all

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

2.5.3 Verify QR Code



- Once the Decision 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.