

CHECKLIST FOR GST REGISTRATION

No.	Item :	Description :	Tick :									
1	Business Registration Number (BRN) / I.C Number	<p>MANDATORY for Association, Company, Partnership, Sole Proprietor, Professional (optional), Public Authority (optional), Statutory Body (optional) - SSM</p> <p>EXAMPLE : ROB - XXXXXXXXXT (9 alpha-numeric characters ending with a letter) ROC - XXXXXXXT (1-7 numeric characters ending with a letter)</p> <p>I.C No. : MANDATORY for Individual, Professional , Public Authority , Statutory Body</p>										
2	A valid email address	Email Address : Password : (MUST BE AN ACTIVE EMAIL ADDRESS)										
3	Total Taxable Supplies	<p>Total Turnover : (Total of 12 MONTHS turnover for all types of SUPPLY – Previous Year)</p> <table style="border: none;"> <tr> <td style="padding-right: 10px;">Standard Rate :</td> <td style="padding-right: 10px;">}</td> <td rowspan="4" style="vertical-align: middle;">Percentage of each type of SUPPLY that contribute the TOTAL TURNOVER (MUST BE EQUAL TO 100 %)</td> </tr> <tr> <td>Export :</td> <td></td> </tr> <tr> <td>Zero Rate :</td> <td></td> </tr> <tr> <td>Exempt :</td> <td></td> </tr> </table>	Standard Rate :	}	Percentage of each type of SUPPLY that contribute the TOTAL TURNOVER (MUST BE EQUAL TO 100 %)	Export :		Zero Rate :		Exempt :		
Standard Rate :	}	Percentage of each type of SUPPLY that contribute the TOTAL TURNOVER (MUST BE EQUAL TO 100 %)										
Export :												
Zero Rate :												
Exempt :												
4	Industry Codes	Please refer to Malaysia Standard Industrial Classification (MSIC) Code 2008 – http://www.statistics.gov.my										
5	Bank Account Information	<p>Bank Code : (Refer to List of Bank Codes in attachment)</p> <p>Bank Account Type : Current (C) / Savings (S)</p> <p>Bank Account Number :</p> <p>Bank Address :</p> <p>(Please ATTACH a scan copy of your BANK STATEMENT – MANDATORY)</p>										

Website : <https://gst.customs.gov.my/TAP/>

Contact No. : 07-220 2044 / 07- 220 2005