



JABATAN KASTAM DIRAJA MALAYSIA

USER MANUAL

MALAYSIAN TOURISM TAX (MyTTx)

REGISTRATION MODULE

Application Registration (TTx-01/TTx-01A)

by

Applicant

VERSION 1.0

Table Content

1	Applicant: Portal	1
1.1	Applicant: Check Registration Status	2
1.2	Applicant: Registration.....	5
1.3	Applicant: Login Page	6
2	Applicant: Registration.....	8
2.1	Applicant: Application for Tourism Tax Registration (TTx-01)	8
2.2	Applicant: Application for Digital Platform Service Provider Registration (TTx-01A).....	18
3	Applicant: Email Verification	24
3.1	Applicant: Application for Tourism Tax Registration (TTx-01) – Email Verification	24
3.2	Applicant: Application for Digital Platform Service Provider (TTx-01A) – Email Verification	27
4	Applicant: Query from JKDM Email	30
4.1	Applicant: Application for Tourism Tax Registration (TTx-01) – Query from JKDM Email.....	30
4.2	Applicant: Application for Digital Platform Service Provider (TTx-01A) – Query from JKDM Email	34
5	Applicant: Application Approval Email	38
5.1	Applicant: Application for Tourism Tax Registration (TTx-01) – Application Approval Email.....	38
5.2	Applicant: Application for Digital Platform Service Provider (TTx-01A) – Application Approval Email.....	42
6	Applicant: Application Rejected Email	45
6.1	Applicant: Application for Tourism Tax Registration (TTx-01) – Application Rejected Email.....	45

6.2 Applicant: Application for Digital Platform Service Provider (TTx-01A) – Application Rejected Email	46
---	----

List of Figures

Figure 1 MyTTx portals	1
Figure 2 MyTTx Registration Status Page	2
Figure 3 Dropdown Criteria Information	2
Figure 4 Criteria Field for Checking Registration Status	3
Figure 5 MyTTx Registration Status List.....	4
Figure 6 Type of Registration.....	5
Figure 7 MyTTx Login Page	6
Figure 8 License Information Popup.....	6
Figure 9 Registration TTx-01 form (1)	8
Figure 10 Identity Card No. field.....	9
Figure 11 Tick Labuan - Identity Card No. field	9
Figure 12 Untick Labuan – Business Registration No. field.....	9
Figure 13 Tick Labuan/Sabah/Sarawak - Identity Card No. field	9
Figure 14 Untick Labuan/Sabah/Sarawak – Business Registration No. field.....	10
Figure 15 Registration TTx-01 form (2)	11
Figure 16 Postcode modal.....	11
Figure 17 Registration TTx-01 form (3)	12
Figure 18 Registration TTx-01 form (4)	13
Figure 19 Identity Card No. Dropdown.....	14
Figure 20 Passport No. Dropdown	14
Figure 21 View Application TTx-01 before Confirm to Submit	16
Figure 22 Successful Registration MyTTx Message	17
Figure 23 Registration TTx-01A (1)	18
Figure 24 Registration TTx-01A (2)	19
Figure 25 Registration TTx-01A (3)	20
Figure 26 Identity Card No. Dropdown.....	21
Figure 27 Passport No. Dropdown	21
Figure 28 View Application TTx-01A before Confirm to Submit.....	23
Figure 29 Successful Registration MyTTx Message	23
Figure 30 Email template for verification by applicant (TTx-01)	24
Figure 31 Email template for verification by applicant (TTx-01)	25
Figure 32 Successfully verified page	25
Figure 33 View and print application registration form (TTx-01)	26

Figure 34 Email template for verification by applicant (TTx-01A)	27
Figure 35 Email template for verification by applicant (TTx-01A)	28
Figure 36 Successfully verified page	28
Figure 37 View and print application registration form (TTx-01)	29
Figure 38 Query email for applicant (TTx-01)	30
Figure 39 Application Registration During Query (TTx-01).....	32
Figure 40 Confirmation Re-submit Application (TTx-01)	32
<i>Figure 41 Successfully Create Request</i>	33
Figure 42 Query email for applicant (TTx-01A)	34
Figure 43 Application Registration During Query (TTx-01A)	35
Figure 44 Confirmation Re-submit Application (TTx-01)	36
<i>Figure 45 Successfully Create Request</i>	37
Figure 46 Approval Email for Applicant (TTx-01)	38
Figure 47 Approval Letter for Applicant (TTx-01)	39
Figure 48 Login Details for Applicant (TTx-01)	40
Figure 49 Certificate of Registration for Applicant (TTx-01)	41
Figure 50 Approval Email for Applicant (TTx-01A)	42
Figure 51 Approval Letter for Applicant (TTx-01A)	43
Figure 52 Login Details for Applicant (TTx-01)	44
Figure 53 Rejected Email for Applicant (TTx-01)	45
Figure 54 Rejected Email for Applicant (TTx-01A)	46

1 Applicant: Portal

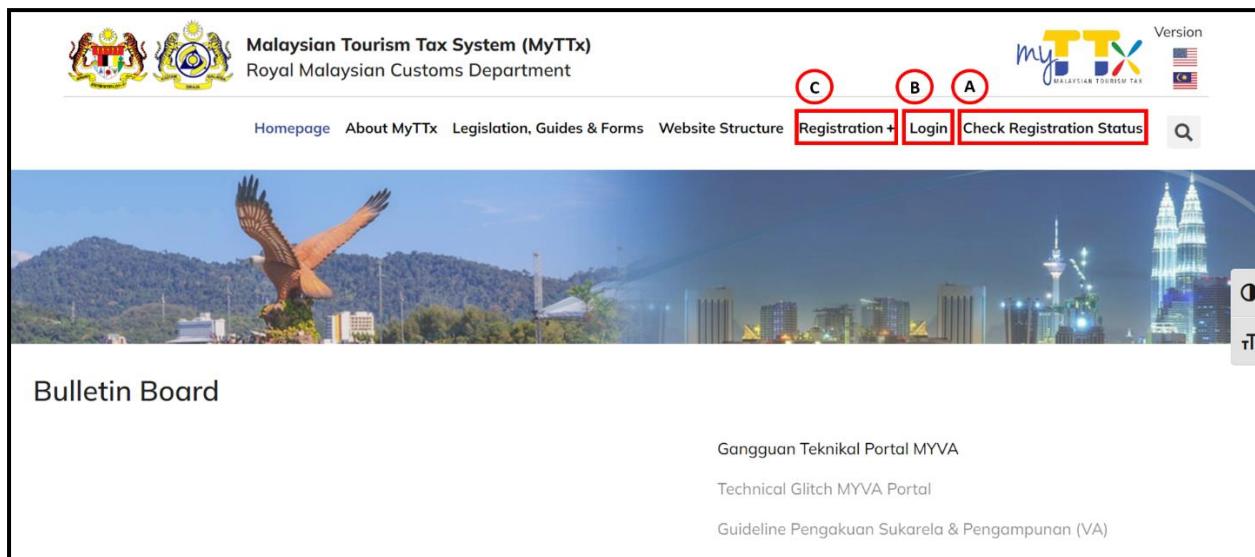


Figure 1 MyTTx portals

1. Go to <https://mytttx.customs.gov.my/> and display MyTTx portal (Refer Figure 1).
2. Click **Check Registration Status** menu (A) (Refer Figure 1).
3. System will display **Check Registration Status** page (Refer Figure 2).
4. Click **Registration +** menu (B) (Refer Figure 1).
5. System will display **Registration** dropdown (Refer Figure 6).
6. Click **Login** menu (C) (Refer Figure 1).
7. System will display **Login** page (Refer Figure 7).

1.1 Applicant: Check Registration Status

MyTTx Registration Status

Check status for Malaysia Tourism Tax (MyTTx) registration

Please select one of the searching criteria information and key in the relevant information.
The searching information must be accurate and complete.

Please Choose

Submit Reset

If you have not registered, please go to the portal to make [new submission](#)

Figure 2 MyTTx Registration Status Page

1. Choose **Dropdown** field (A) (Refer Figure 2).
2. System will display **Searching Criteria Information** dropdown (Refer Figure 3).

MyTTx Registration Status

Check status for Malaysia Tourism Tax (MyTTx) registration

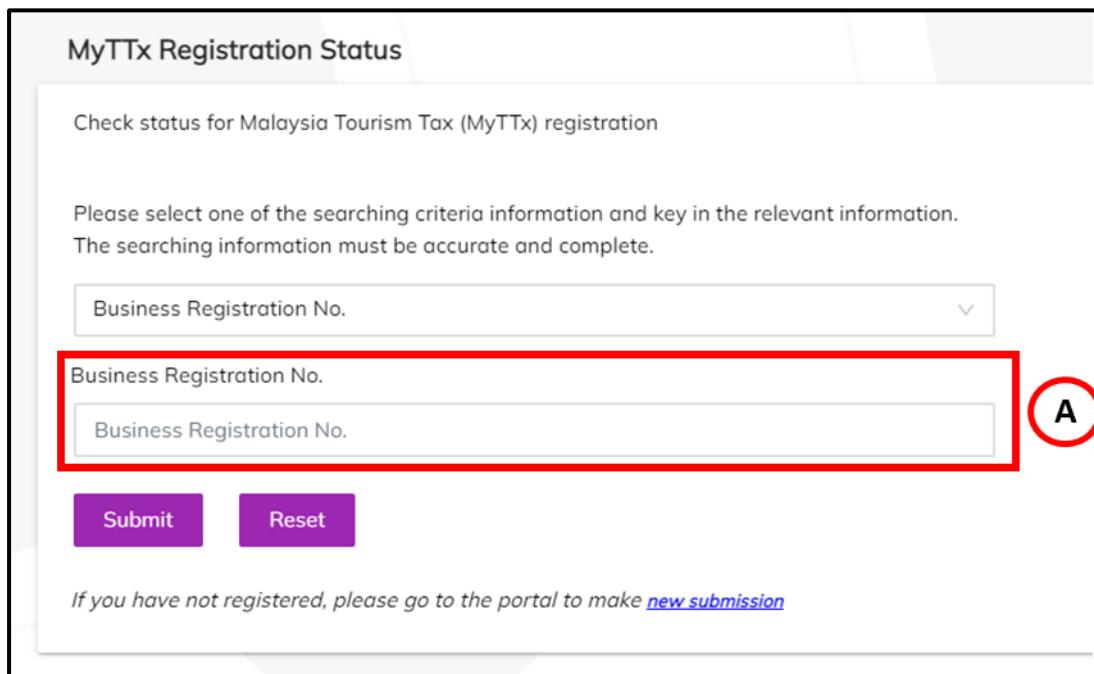
Please select one of the searching criteria information and key in the relevant information.
The searching information must be accurate and complete.

Please Choose

Business Registration No.
TTx License No.
TTx Application No.
GST Registration No.
Company Name

Figure 3 Dropdown Criteria Information

3. Click on **Dropdown** field (A) to choose criteria Information to checking Registration Status (Refer Figure 3).
4. System will display **Criteria Field** (A) to insert value for checking Registration Status (Refer Figure 4).



The screenshot shows a web form titled "MyTTx Registration Status". The instructions say: "Check status for Malaysia Tourism Tax (MyTTx) registration. Please select one of the searching criteria information and key in the relevant information. The searching information must be accurate and complete." There are three input fields: a dropdown menu labeled "Business Registration No.", a text input field labeled "Business Registration No." with a red border and a circled letter "A" above it, and another text input field labeled "Business Registration No.". Below the inputs are two purple buttons: "Submit" and "Reset". A note at the bottom says: "If you have not registered, please go to the portal to make [new submission](#)".

Figure 4 Criteria Field for Checking Registration Status

5. Input details in **Criteria field** based on dropdown chosen (Refer Figure 4):
 - a. **Business Registration No.** (Business Registration No.)
 - b. **TTx License No.** (TTx License No)
Note: Format (STN-YYYY-1XXXXXXX)
 - c. **TTx Application No.** (TTx Application No.)
Note: Format (STN-YYYY-2XXXXXXX)
 - d. **GST Registration No.** (GST Registration No.)
 - e. **Company Name** (Company Name)
6. Click on **Submit** button (B) to checking registration status based on criteria chosen (Refer Figure 2).



MyTTx Registration Status

Check status for Malaysia Tourism Tax (MyTTx) registration

Please select one of the searching criteria information and key in the relevant information.
The searching information must be accurate and complete.

Company Name

Submit Reset

If you have not registered, please go to the portal to make [new submission](#)

Application No.	Business Name	Trading Name	Effective Date	Registration Status	License Status	ServiceTypeCode	Type of Business	Busir
	EQIY HOTEL	EQIY HOTEL	01/10/2022	APPROVED	ACTIVE	-	Association	8410

1 total

Figure 5 MyTTx Registration Status List

7. System will display MyTTx Registration Status List (Refer Figure 5).
8. Click on **Reset** button (C) to clear field (Refer Figure 2).
9. Click on **New Submission** (D) to display MyTTx Portals (Refer Figure 2).
10. System will display MyTTx Portals page (Refer Figure 1).

1.2 Applicant: Registration

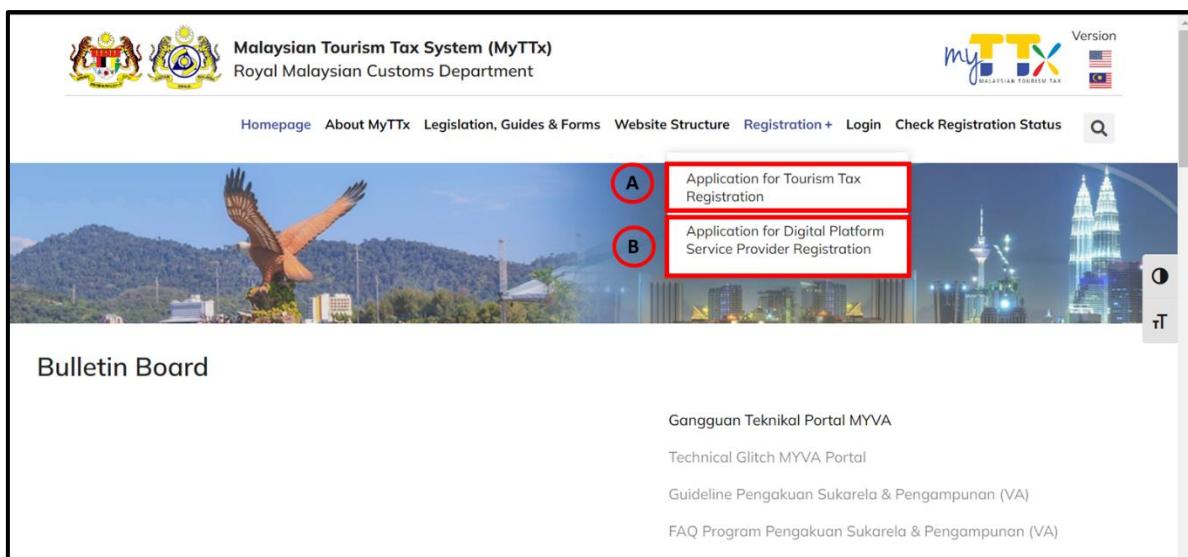


Figure 6 Type of Registration

1. Click menu **Application for Tourism Tax Registration (TTx-01)** (A) (Refer Figure 6).
2. System will display **TTx-01 Registration Form** (Refer Figure 9).
3. Click menu **Application for Digital Platform Service Provider Registration (TTx-01A)** (B) (Refer Figure 6).
4. System will display **TTx-01A Registration Form** (Refer Figure 23).

1.3 Applicant: Login Page

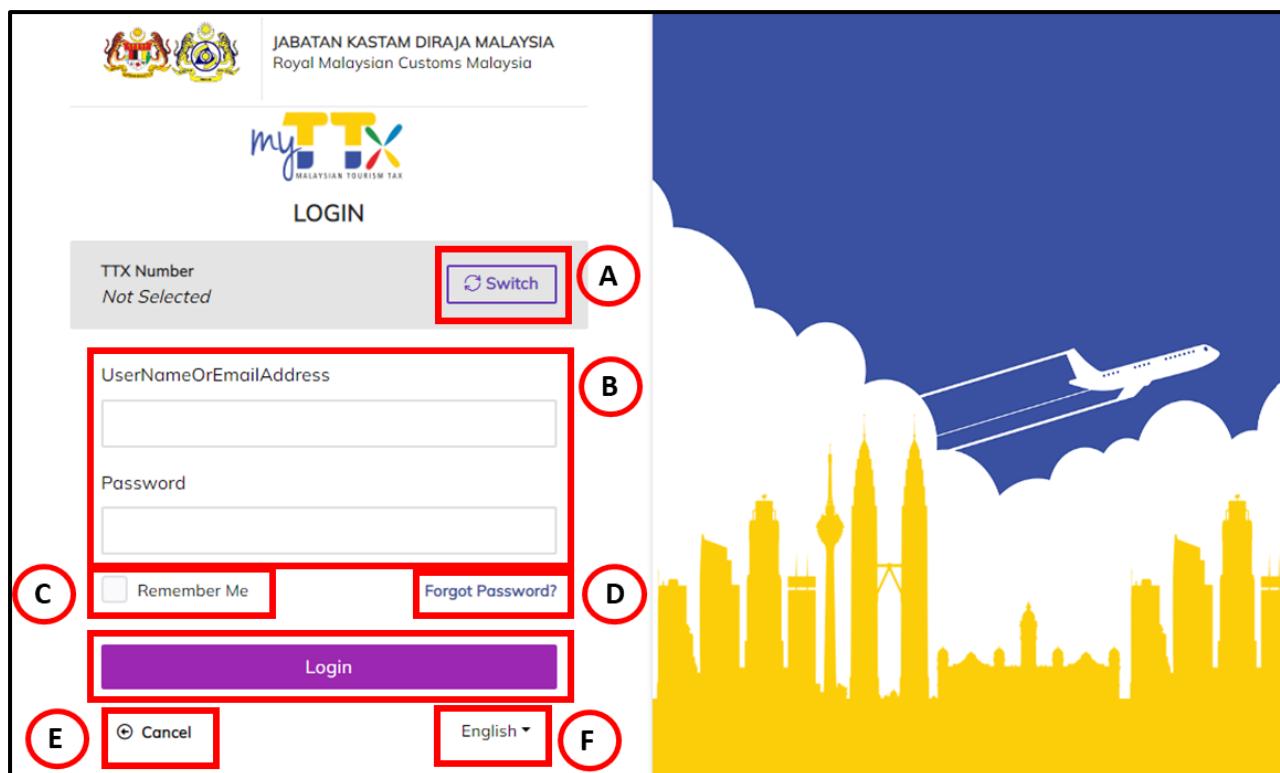


Figure 7 MyTTx Login Page

1. Click **Switch** button (A) (Refer Figure 7).
2. System will display field to insert **License No.** (Refer Figure 8).

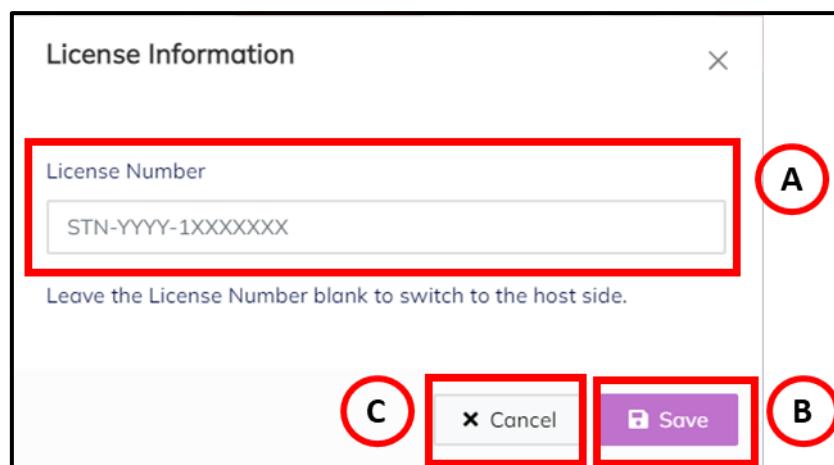


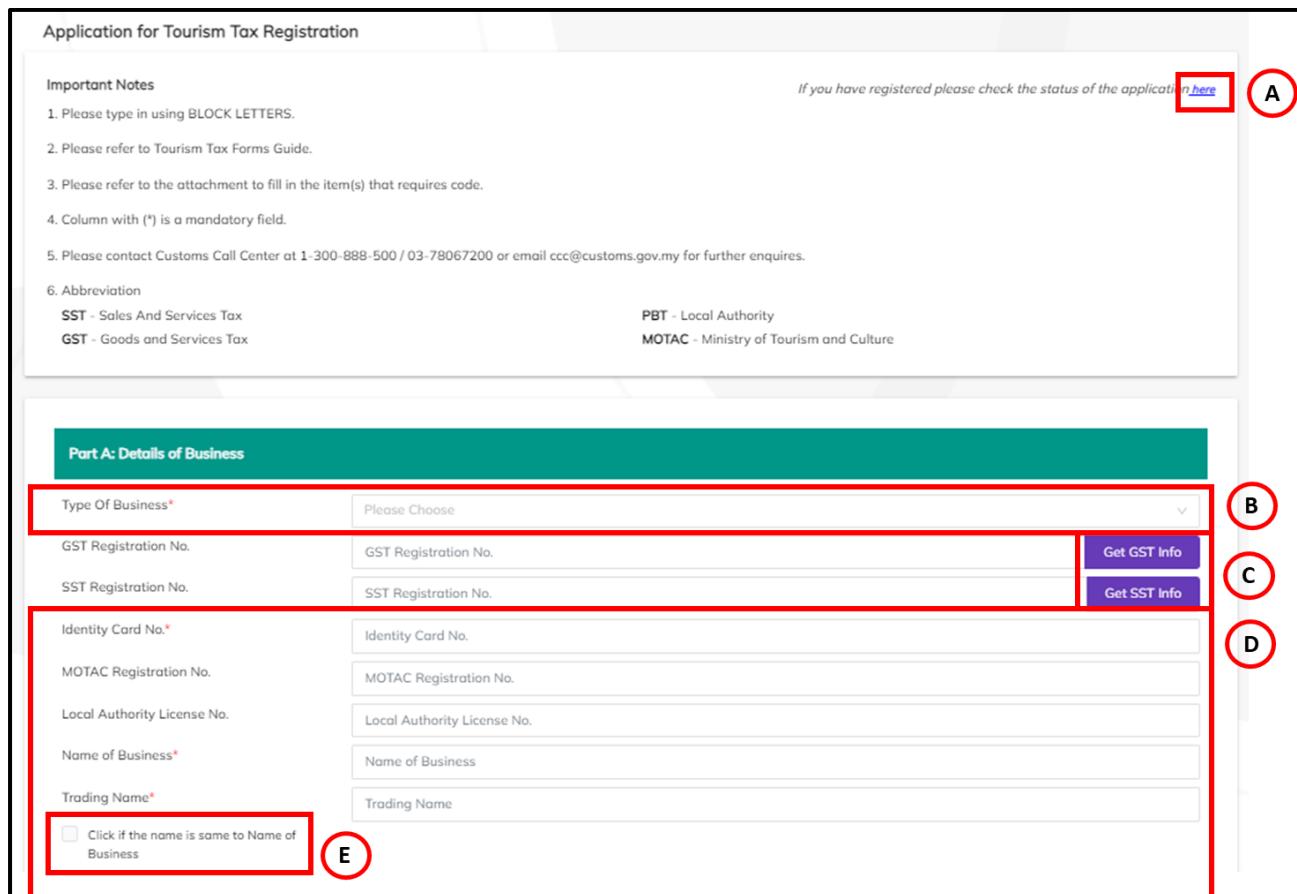
Figure 8 License Information Popup

3. Input License No. in **License Number** field (A) (Refer Figure 8).
Note: Format License No (STN-YYYY-1XXXXXXX).
4. Click **Save** (B) button to save the License No. (Refer Figure 8).
5. Click Cancel (C) button to close the License Information modal (Refer Figure 8).
6. System will back to **Login Page** (Refer Figure 7).
7. Input username or email address and password in **User Name Or Email Address and Password** (B) field to login (Refer Figure 7).
8. Tick checkbox for **Remember Me** (C) to allow system to remember username and password (Refer Figure 7).
9. Click **Forgot Password** (D) to input email for reset password (Refer Figure 7).
10. Click **Cancel** (E) button to back on MyTTx Portals (Refer Figure 7).
11. Click **English** (F) dropdown to change language to Bahasa Melayu (Refer Figure 7).

2 Applicant: Registration

2.1 Applicant: Application for Tourism Tax Registration (TTx-01)

1. Application for Tourism Tax Registration (TTx-01) has three part that need to complete for process registration; that is:
 - a. Part A: Details of Business (Refer Figure 9 and 15);
 - b. Part B: Details of Accommodation Premises (Refer Figure 17);
 - c. Part C: Declaration of Applicant (Refer Figure 18).



Application for Tourism Tax Registration

Important Notes

1. Please type in using BLOCK LETTERS.
2. Please refer to Tourism Tax Forms Guide.
3. Please refer to the attachment to fill in the item(s) that requires code.
4. Column with (*) is a mandatory field.
5. Please contact Customs Call Center at 1-300-888-500 / 03-78067200 or email ccc@customs.gov.my for further enquires.

6. Abbreviation

SST - Sales And Services Tax	PBT - Local Authority
GST - Goods and Services Tax	MOTAC - Ministry of Tourism and Culture

Part A: Details of Business

Type Of Business*	Please Choose	
GST Registration No.	GST Registration No.	Get GST Info
SST Registration No.	SST Registration No.	Get SST Info
Identity Card No.*	Identity Card No.	
MOTAC Registration No.	MOTAC Registration No.	
Local Authority License No.	Local Authority License No.	
Name of Business*	Name of Business	
Trading Name*	Trading Name	
<input type="checkbox"/> Click if the name is same to Name of Business		

Figure 9 Registration TTx-01 form (1)

2. Click Link **Here** (A) for check status Application or License (Refer Figure 9)
 3. System will display **MyTTx Registration Status Page** (Refer Figure 2).
 4. Choose **Type of Business** (B) dropdown (Refer Figure 9).
- Note: Mandatory field



Type Of Business*	ASS - Association	
GST Registration No.	GST Registration No.	Get GST Info
SST Registration No.	SST Registration No.	Get SST Info
Identity Card No.*	Identity Card No.	

Figure 10 Identity Card No. field

5. List Type of Business below, will show **Identity Card No** (A) field (Refer Figure 10):

- a. ASS – Association
- b. IND – Individual
- c. LLP – Limited Liability Partnership
- d. PRO – Professional
- e. PUB – Public Authority
- f. STA – Statutory Body
- g. LOC – Local Authority
- h. OTR – Other Entities

Note: Mandatory field



Type Of Business*

Labuan A

GST Registration No.

SST Registration No.

Identity Card No.* B

Figure 11 Tick Labuan - Identity Card No. field



Type Of Business*

Labuan A

GST Registration No.

SST Registration No.

Business Registration No.* B

Figure 12 Untick Labuan – Business Registration No. field

6. If choose Type of Business, COM – Company:

- a. Tick **check box Labuan** (A) – Need to insert **Identity Card No.** (B) field (Refer Figure 11)
- b. Untick **check box Labuan** (A) – Need to insert **Business Registration No.**, (B) field (Refer Figure 12)

Note: Mandatory field



Type Of Business*

Labuan/Sabah/Sarawak A

GST Registration No.

SST Registration No.

Identity Card No.* B

Figure 13 Tick Labuan/Sabah/Sarawak - Identity Card No. field



Type Of Business*

Labuan/Sabah/Sarawak (A)

GST Registration No.

SST Registration No.

Business Registration No.* (B)

PAR - Partnership

GST Registration No.

SST Registration No.

Business Registration No.

Get GST Info

Get SST Info

Figure 14 Untick Labuan/Sabah/Sarawak – Business Registration No. field

7. If choose Type of Business:

- a. PAR – Partnership
- b. SOL – Sole Proprietor

- i. Tick **check box Labuan/Sabah/Sarawak** (A) – Need to insert **Identity Card No.** (B) field (Refer Figure 13)
- ii. Untick **check box Labuan/Sabah/Sarawak** (A) – Need to insert **Business Registration No.** (B) field (Refer Figure 14)

Note: Mandatory field

8. Input GST No. in **GST Registration No.** field.

9. Click **Get GST Info** (C) button (Refer Figure 9).

10. System will automatically retrieve data applicant if available.

11. Input SST No. in **SST Registration No.** field.

12. Click **Get SST Info** (C) button (Refer Figure 9).

13. System will automatically retrieve data applicant if available.

14. Input Name of Business in **Name of Business** (D) field (Refer Figure 9).

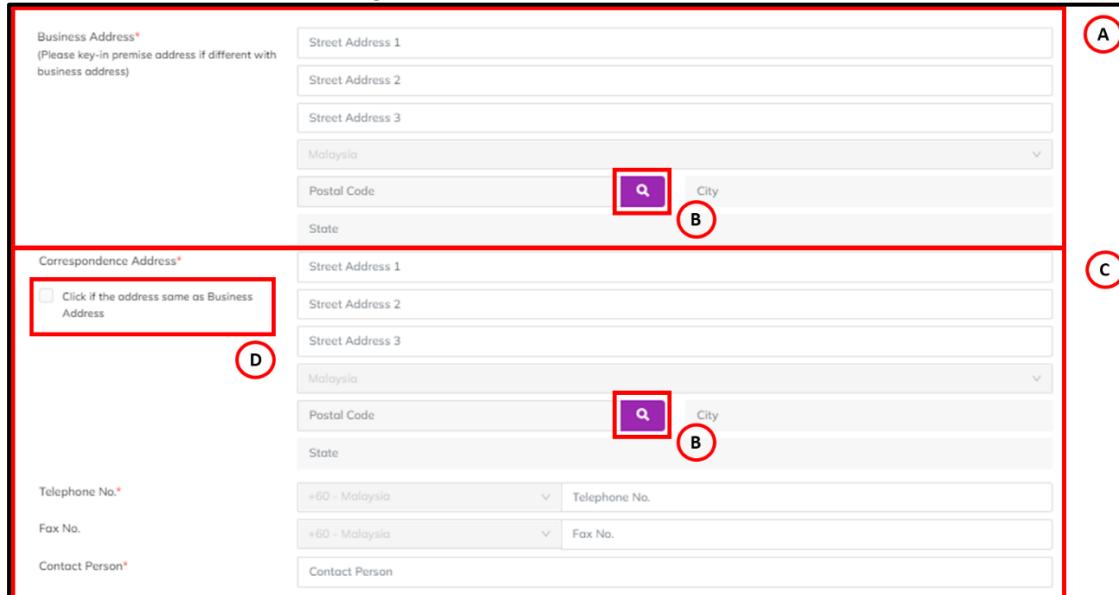
Note: Mandatory field

15. Input Trading Name in **Trading Name** (D) field (Refer Figure 9).

Note: Mandatory field

16. If **Trading Name same as Name of Business**, can **tick checkbox** (E) (Refer Figure 9).

17. System will auto input Trading Name same as Business Name.



Business Address*
(Please key-in premise address if different with business address)

Street Address 1

Street Address 2

Street Address 3

Malaysia

Postal Code

City

State

Correspondence Address*

Click if the address same as Business Address (D)

Street Address 1

Street Address 2

Street Address 3

Malaysia

Postal Code

City

State

Telephone No.*

+60 - Malaysia Telephone No.

Fax No.

+60 - Malaysia Fax No.

Contact Person*

Contact Person

Figure 15 Registration TTx-01 form (2)

18. Input **Business Address** (A) in (Refer Figure 15) include:
- a. Input Street Address 1
 - b. Input Street Address 2
 - c. Input Street Address 3
 - d. Country (Will auto populate as Malaysia and not editable)
 - e. Click on **Search** (B) icon to search Postal Code (Refer Figure 15)
 - f. System will display list of Postal Code modal (Refer Figure 16)
 - g. City (Will auto populate based on postal code chosen)
 - h. State (Will auto populate based on postal code chosen)

Note: Mandatory field

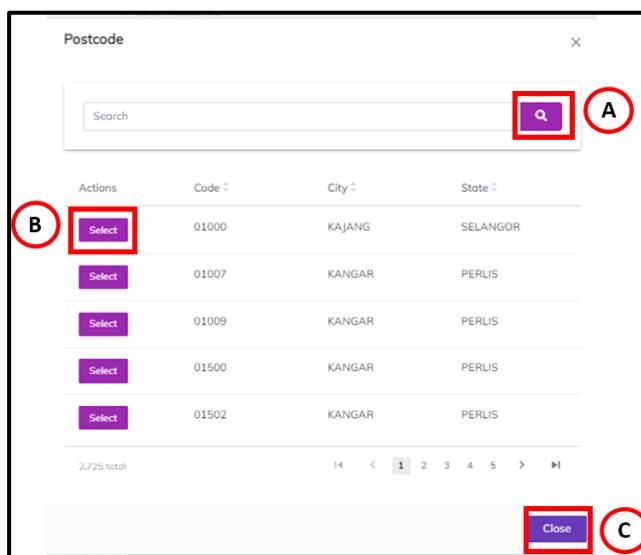


Figure 16 Postcode modal

19. Input data and click on **Search** (A) icon to search Postcode data (Refer Figure 16).
20. System will display data based on input.
21. Click on **Select** (B) button to select the Postcode (Refer Figure 16).
Note: Selected Postcode will display on Postcode, City and State field
22. Click on **Close** (C) button to close the Postcode list modal (Refer Figure 16).
23. System will display Registration page (Refer Figure 15).
24. Input **Correspondence Address** (C) in (Refer Figure 15) include:
- a. Input Street Address 1
 - b. Input Street Address 2
 - c. Input Street Address 3
 - d. Country (Will auto populate as Malaysia and not editable)
 - e. Click on **Search** (B) icon to search Postal Code (Refer Figure 15)
 - f. System will display list of Postal Code modal (Refer Figure 16)
 - g. City (Will auto populate based on postal code chosen)
 - h. State (Will auto populate based on postal code chosen)

Note: Mandatory field

25. If **Correspondence Address same as Business Address**, can **tick checkbox** (D) (Refer Figure 15).
26. System will auto input on Correspondence Address same as Business Address.
27. Input Telephone No. in **Telephone No.** (C) field (Refer Figure 15).
Note: System Auto Set as +60 – Malaysia for TTx-01 form and it is mandatory field
28. Input Fax No. in **Fax No.** (C) field (Refer Figure 15).
Note: System Auto Set as +60 – Malaysia for TTx-01 form
29. Input Contact Person in **Contact Person** (C) field (Refer Figure 15).
Note: Mandatory field



Part B: Details of Accommodation Premises

Accommodation Type*	Please Choose
Rating*	Please Choose
Number of Room*	Number of Room
Financial Year End*	Please Choose
Date Begin Operation*	Select date

Part C: Declaration of Applicant

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service*

Figure 17 Registration TTx-01 form (3)

30. Choose **Accommodation Type** dropdown (A) (Refer Figure 17).

Note: Mandatory field

31. List of Accommodation Type:

- a. Hotel
- b. Apartment Hotel
- c. Bed & Breakfast
- d. Boutique Hotel
- e. Eco Hotel
- f. Guest Hotel
- g. Family Inn
- h. Hostel
- i. Inn
- j. Motel
- k. Service Apartment
- l. Chalet
- m. Resort Hotel
- n. Homestay
- o. Budget Hotel
- p. Innovative Accommodation

32. Choose **Rating** dropdown (A) (Refer Figure 17).

Note: Mandatory field

33. List of Rating:

- a. Orchid / RM 10.00
- b. 1 star / RM 10.00
- c. 2 star / RM 10.00

- d. 3 star / RM 10.00
 - e. 4 star / RM 10.00
 - f. 5 star / RM 10.00
 - g. Not Rated / RM 10.00
34. Input Number of Room in **Number of Room** (A) (Refer Figure 17).
Note: Mandatory field
35. Select month in **Financial Year End** (A) (Refer Figure 17).
Note: Dropdown list and mandatory field
36. Select date in **Date Begin Operation** (A) (Refer Figure 17).
Note: Calendar and mandatory field
37. Applicant need to **tick checkbox** (B) to make declaration of applicant (Refer Figure 17).
38. System will display field for declaration before submit registration form (TTx-01) (Refer Figure 18).

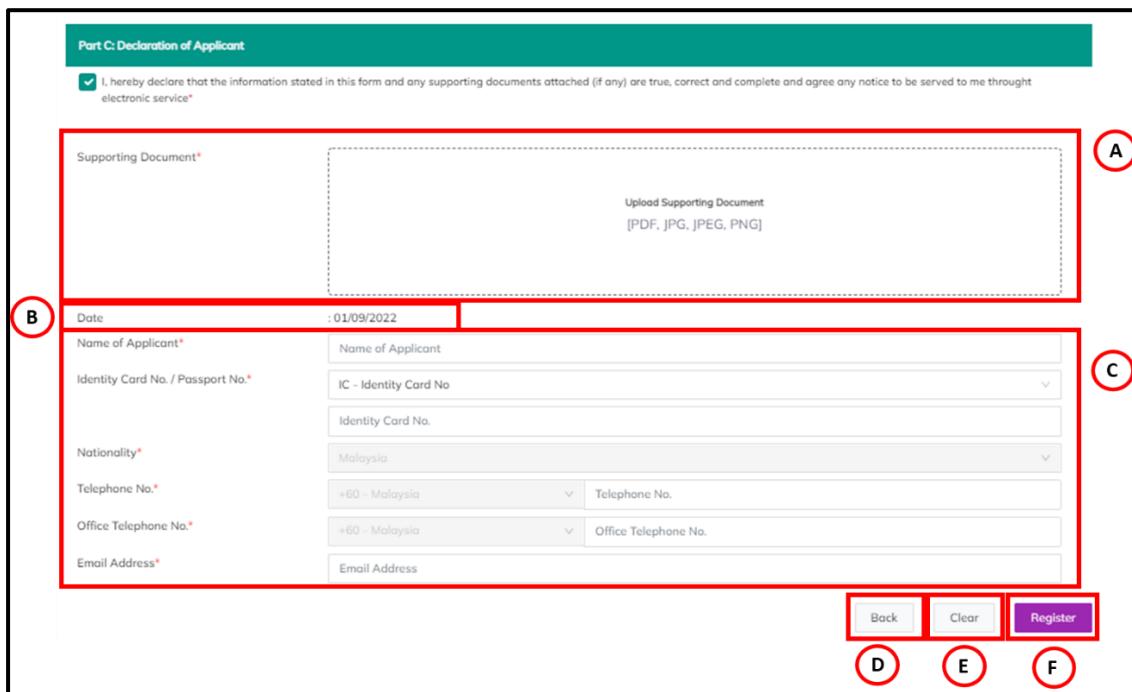


Figure 18 Registration TTx-01 form (4)

39. Insert Supporting Details in **Supporting Details** (A) field (Refer Figure 18)
Note:

- a. Format Document: PDF, JPG, JPEG, PNG
- b. Maximum: 2MB
- c. Mandatory field

40. **Date** (B) field will auto populate based on current date (Refer Figure 18).

41. Input Name of Applicant in Name of Applicant (C) field (Refer Figure 18).
Note: Mandatory field

42. Choose and input **Identity Card No. / Passport No.** (C) (Refer Figure 18):

Identity Card No. / Passport No.*	IC - Identity Card No	A
	Identity Card No.	B
Nationality*	Malaysia	C

Figure 19 Identity Card No. Dropdown

- Choose **Identity Card No.** (A) – Need to insert **Identity Card No.** (B) field and **Nationality** (C) field will auto populate as Malaysia (Refer Figure 19)

Identity Card No. / Passport No.*	NP - Passport No	A
	Passport No.	B
Nationality*	Please Choose	C

Figure 20 Passport No. Dropdown

- Choose **Passport No.** (A) – Need to insert **Passport No** (B) field and choose Nationality in **Nationality** (C) dropdown (Refer Figure 20)

Note: Mandatory field

- Input Telephone No. in **Telephone No.** (C) field (Refer Figure 18).
Note: System Auto Set as +60 – Malaysia for TTx-01 form and it is mandatory field
- Input Office Telephone No. in **Office Telephone No.** (C) field (Refer Figure 18).
Note: System Auto Set as +60 – Malaysia for TTx-01 form
- Input Email Address in Email Address (C) field (Refer Figure 18).
Note: Validation to input correct email address and mandatory field
- Click **Back** (D) button to back on MyTTx Portals (Refer Figure 1).
- Click on **Clear** button (E) to clear all field (Refer Figure 18).
- Click on **Register** button (F) to view all details inserted by applicant on TTX-01 form before submit the application (Refer Figure 21).

Application for Tourism Tax Registration

1. Please type in using BLOCK LETTERS.
2. Please refer to Tourism Tax Forms Guide.
3. Please refer to the attachment to fill in the item(s) that requires code.
4. Column with (*) is a mandatory field.
5. Please contact Customs Call Center at 1-300-888-500 / 03-78067200 or email ccc@customs.gov.my for further enquires.
6. Abbreviation

SST - Sales And Services Tax

GST - Goods and Services Tax

PBT - Local Authority

MOTAC - Ministry of Tourism and Culture

Part A: Details of Business

Type Of Business* : Association

GST Registration No. : -

SST Registration No. : -

Identity Card No. : [Redacted]

MOTAC Registration No. : -

Local Authority License No. : -

Name of Business* : [Redacted]

Trading Name* : [Redacted]
 Click if the name is same to Name of Business

Business Address* : [Redacted]

[Redacted]
[Redacted]
[Redacted]
SELANGOR, Malaysia

A

Correspondence Address*

Click if the address same as Business Address
[Redacted]
[Redacted]
[Redacted]
SELANGOR, Malaysia

Telephone No.* : [Redacted]

Fax No.* : [Redacted]

Contact Person* : [Redacted]

Part B: Details of Accommodation Premises

Accommodation Type* : HOTEL

Rating* : 5 STAR

Number of Room* : 100

Financial Year End* : [Redacted]

Date Begin Operation* : [Redacted]

B

Part C: Declaration of Applicant

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service

Supporting Document*



Daily Off Co...

Date : 01/09/2022

Name of Applicant* [Redacted]

Identity Card No.* : IC - Identity Card No [Redacted]

Nationality* : Malaysia [Redacted]

Telephone No.* [Redacted]

Office Telephone No.* [Redacted]

Email Address* [Redacted]

Back
Confirm

C
 D
 E

Figure 21 View Application TTx-01 before Confirm to Submit

49. Before applicant click submit button, applicant can **View Application** (A)(B)(C) (Refer Figure 21).
 50. Click **Back** (D) button to edit application (Refer Figure 21)
 51. System will display to applicant registration form to edit application (Refer Figure 9).
 52. Click **Confirm** (E) button to Submit Application TTx-01 (Refer Figure 21).
 53. System will display successful message (Refer Figure 22).
- Note: Verification link will send automatically to email address that applicant inserted after submit the application*

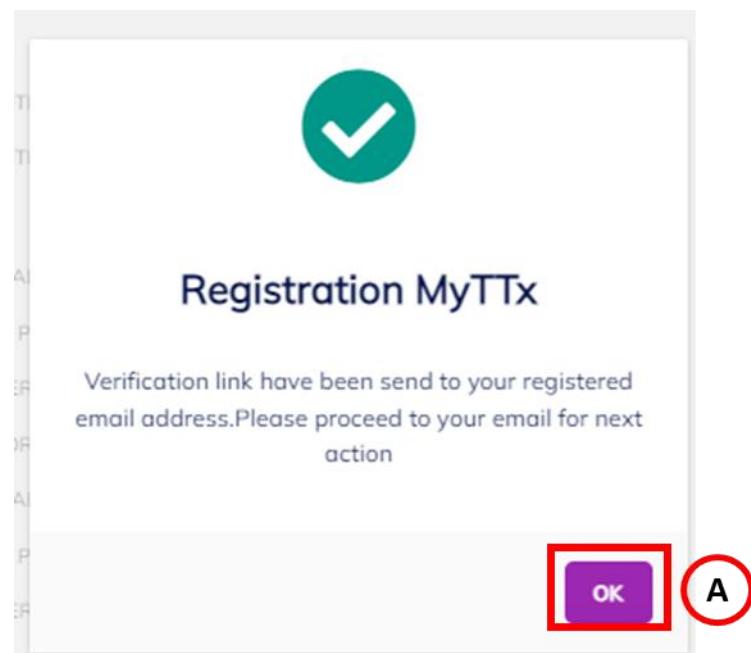
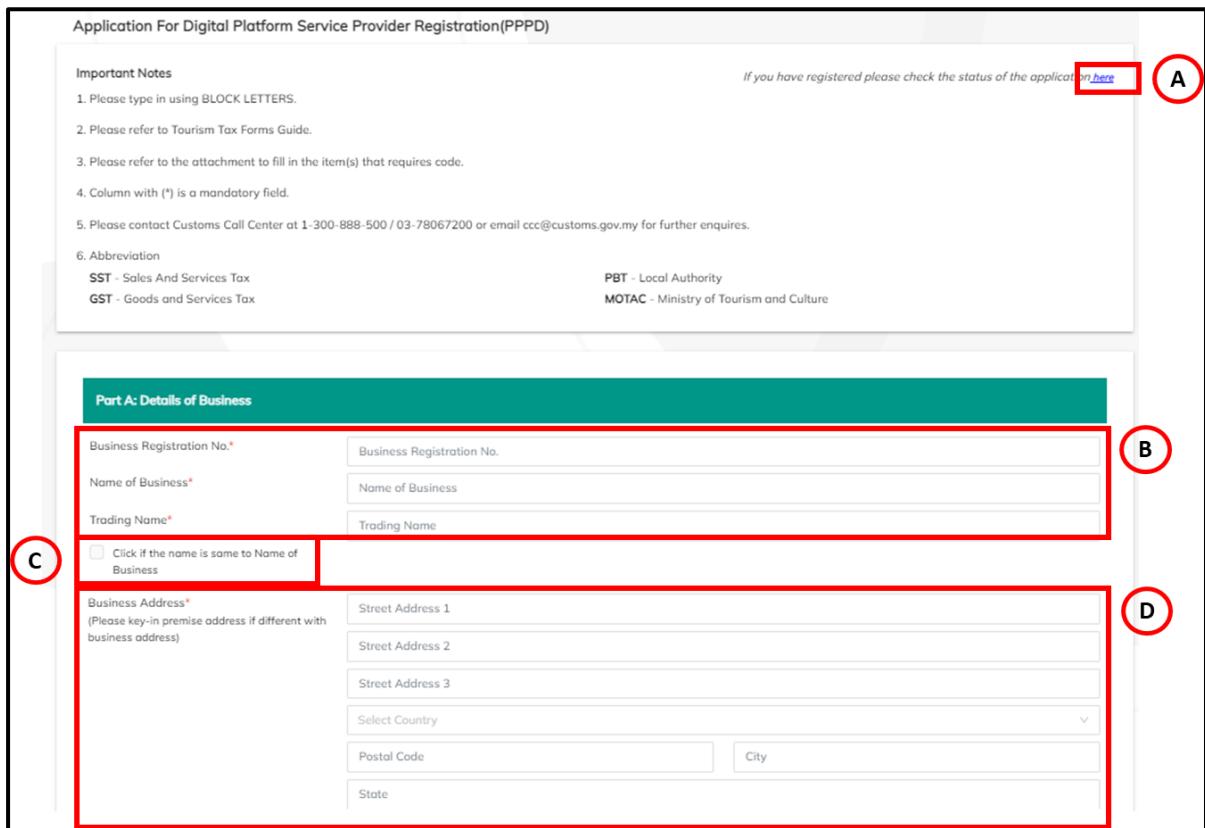


Figure 22 Successful Registration MyTTx Message

54. Click **OK** (A) button (Refer Figure 22).
55. System will directly go to portals (Refer Figure 1)

2.2 Applicant: Application for Digital Platform Service Provider Registration (TTx-01A)

1. Application for Digital Platform Service Provider Registration (PPPD) (TTx-01A) has three part that need to complete for process registration; that is:
 - a. Part A: Details of Business (Refer Figure 23 and 24);
 - b. Part B: Details of Platform Digital Service Provider (Refer Figure 24);
 - c. Part C: Declaration of Applicant (Refer Figure 25).



Application For Digital Platform Service Provider Registration(PPPD)

Important Notes

1. Please type in using BLOCK LETTERS.
2. Please refer to Tourism Tax Forms Guide.
3. Please refer to the attachment to fill in the item(s) that requires code.
4. Column with (*) is a mandatory field.
5. Please contact Customs Call Center at 1-300-888-500 / 03-78067200 or email ccc@customs.gov.my for further enquires.

If you have registered please check the status of the application [in here](#)

6. Abbreviation

SST - Sales And Services Tax	PBT - Local Authority
GST - Goods and Services Tax	MOTAC - Ministry of Tourism and Culture

Part A: Details of Business

Business Registration No.*

Name of Business*

Trading Name*

Click if the name is same to Name of Business

Business Address*
(Please key-in premise address if different with business address)

Street Address 1

Street Address 2

Street Address 3

Select Country

Postal Code City

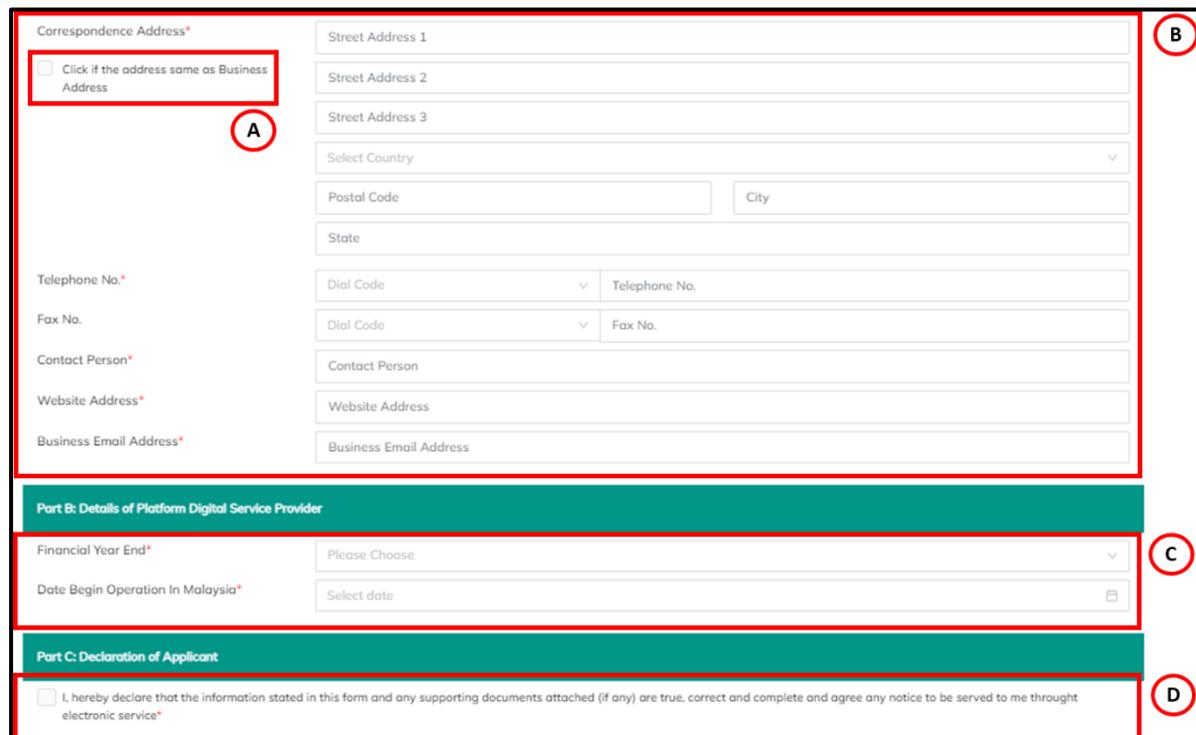
State

Figure 23 Registration TTx-01A (1)

2. Click Link **Here** (A) for check status Application or License (Refer Figure 23)
3. System will display **MyTTx Registration Status Page** (Refer Figure 2).
4. Input Business Registration No. in **Business Registration No.** (B) field (Refer Figure 23).
Note: Mandatory field
5. Input Name of Business in **Name of Business** (B) field (Refer Figure 23).
Note: Mandatory field
6. Input Trading Name in **Trading Name** (B) field (Refer Figure 23).
Note: Mandatory field
7. If **Trading Name same as Name of Business**, can **tick checkbox** (C) (Refer Figure 23).
8. System will auto input Trading Name same as Business Name.
9. Input **Business Address** (D) in (Refer Figure 23) include:
 - a. Input Street Address 1
 - b. Input Street Address 2

- c. Input Street Address 3
- d. Select Country in Country (C) dropdown
- e. Input City
- f. Input State

Note: Mandatory field



Correspondence Address*

Click if the address same as Business Address

Street Address 1

Street Address 2

Street Address 3

Select Country

Postal Code

City

State

Telephone No.*

Dial Code Telephone No.

Fax No.

Dial Code Fax No.

Contact Person*

Contact Person

Website Address*

Website Address

Business Email Address*

Business Email Address

Part B: Details of Platform Digital Service Provider

Financial Year End

Please Choose

Date Begin Operation In Malaysia*

Select date

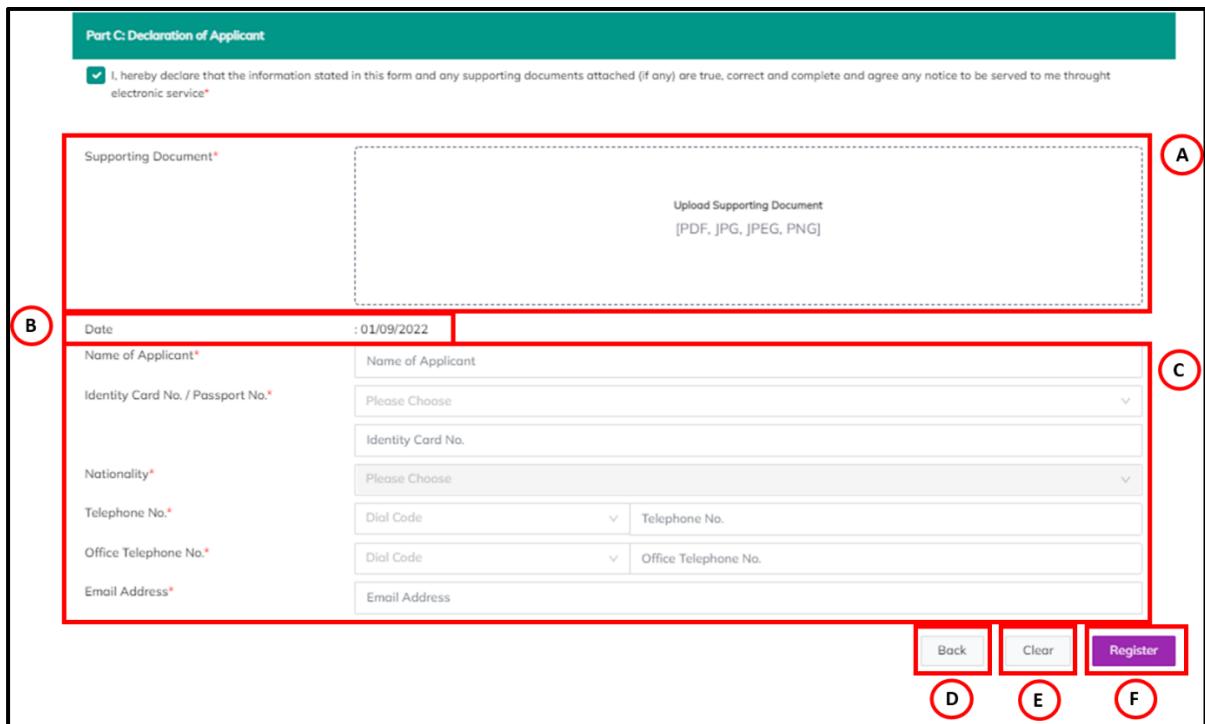
Part C: Declaration of Applicant

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service*

Figure 24 Registration TTx-01A (2)

10. Input **Correspondence Address** (B) in (Refer Figure 23) include:
 - a. Input Street Address 1
 - b. Input Street Address 2
 - c. Input Street Address 3
 - d. Select Country in Country dropdown
 - e. Input City
 - f. Input State
- Note: Mandatory field
11. If **Correspondence Address same as Business Address**, can **tick checkbox** (A) (Refer Figure 24).
12. System will auto input on Correspondence Address same as Business Address.
13. Input Telephone No. in **Telephone No.** (B) field (Refer Figure 24).
Note: Input dial code in Dial Code dropdown for TTx-01A form and it is mandatory field
14. Input Fax No. in **Fax No.** (B) field (Refer Figure 24).
Note: Input dial code in Dial Code dropdown for TTx-01A form and it is mandatory field
15. Input Contact Person in **Contact Person** (B) field (Refer Figure 24).

- Note: Mandatory field
16. Input Website Address in **Website Address** (B) field (Refer Figure 24).
Note: Mandatory field
 17. Input Business Email Address in **Business Email Address** (B) field (Refer Figure 24).
Note: Validation to input correct email address and mandatory field
 18. Select month in **Financial Year End** (C) (Refer Figure 24).
Note: Dropdown list and mandatory field
 19. Select date in **Date Begin Operation** (C) (Refer Figure 24).
Note: Calendar and mandatory field
 20. Applicant need to **tick checkbox** (D) to make declaration of applicant (Refer Figure 24).
 21. System will display field for declaration before submit registration form (TTx-01A) (Refer Figure 25).



Part C: Declaration of Applicant

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service*

Supporting Document*

Upload Supporting Document
[PDF, JPG, JPEG, PNG]

Date : 01/09/2022

Name of Applicant*

Identity Card No. / Passport No.*

Nationality*

Telephone No.*

Office Telephone No.*

Email Address*

Back **Clear** **Register**

Figure 25 Registration TTx-01A (3)

22. Insert Supporting Details in **Supporting Details** (A) field (Refer Figure 25)
Note:
 - d. Format Document: PDF, JPG, JPEG, PNG
 - e. Maximum: 2MB
 - f. Mandatory field
23. **Date** (B) field will auto populate based on current date (Refer Figure 25).
24. Input Name of Applicant in Name of Applicant (C) field (Refer Figure 25).
Note: Mandatory field
25. Choose and input **Identity Card No. / Passport No.** (C) (Refer Figure 25):

Identity Card No. / Passport No.*	IC - Identity Card No	A
	Identity Card No.	B
Nationality*	Malaysia	C

Figure 26 Identity Card No. Dropdown

- Choose **Identity Card No.** (A) – Need to insert **Identity Card No.** (B) field and **Nationality** (C) field will auto populate as Malaysia (Refer Figure 26)

Identity Card No. / Passport No.*	NP - Passport No	A
	Passport No.	B
Nationality*	Please Choose	C

Figure 27 Passport No. Dropdown

- Choose **Passport No.** (A) – Need to insert **Passport No** (B) field and choose Nationality in **Nationality** (C) dropdown (Refer Figure 27)

Note: Mandatory field

- Input Telephone No. in **Telephone No.** (C) field (Refer Figure 25).
Note: Input dial code in Dial Code dropdown for TTx-01A form and it is mandatory field
- Input Office Telephone No. in **Office Telephone No.** (C) field (Refer Figure 25).
Note: Input dial code in Dial Code dropdown for TTx-01A form and it is mandatory field
- Input Email Address in Email Address (C) field (Refer Figure 25).
Note: Validation to input correct email address and mandatory field
- Click **Back** (D) button to back on MyTTx Portals (Refer Figure 1).
- Click on **Clear** button (E) to clear all field (Refer Figure 25).
- Click on **Register** button (F) to view all details inserted by applicant on TTX-01A form before submit the application (Refer Figure 28).

Application For Digital Platform Service Provider Registration(PPPD)

1. Please type in using BLOCK LETTERS.
2. Please refer to Tourism Tax Forms Guide.
3. Please refer to the attachment to fill in the item(s) that requires code.
4. Column with (*) is a mandatory field.
5. Please contact Customs Call Center at 1-300-888-500 / 03-78067200 or email ccc@customs.gov.my for further enquires.

6. Abbreviation

SST - Sales And Services Tax

GST - Goods and Services Tax

PBT - Local Authority

MOTAC - Ministry of Tourism and Culture

Part A: Details of Business

Business Registration No.*

A

Name of Business*

Trading Name*

Click if the name is same to Name of Business

Business Address*

SELANGOR, Malaysia

Correspondence Address*

B

Click if the address same as Business Address

SELANGOR, Malaysia

Telephone No.*

Fax No.*

Contact Person*

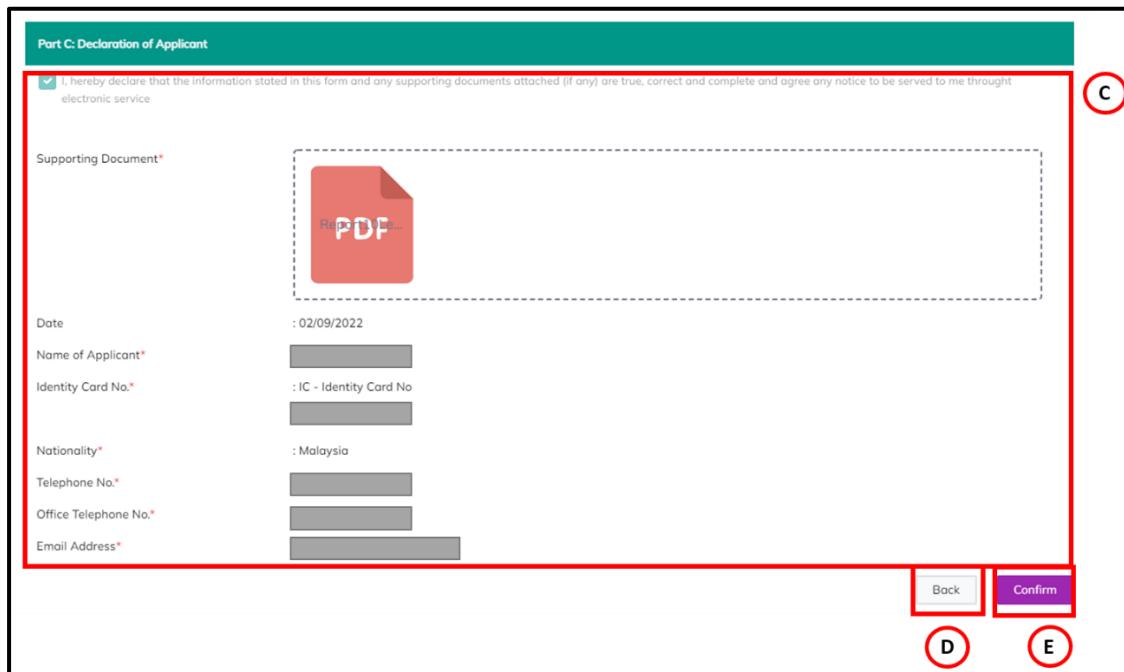
Website Address

Business Email Address

Part B: Details of Accommodation Premises

Financial Year End*

Date Begin Operation In Malaysia*



Part C: Declaration of Applicant

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service

Supporting Document*

PDF

Date : 02/09/2022

Name of Applicant*

Identity Card No.* : IC - Identity Card No

Nationality* : Malaysia

Telephone No.*

Office Telephone No.*

Email Address*

Back Confirm

Figure 28 View Application TTx-01A before Confirm to Submit

32. Before applicant click submit button, applicant can **View Application (A)(B)(C)** (Refer Figure 28).
33. Click **Back (D)** button to edit application (Refer Figure 28)
34. System will display to applicant registration form to edit application (Refer Figure 23).
35. Click **Confirm (E)** button to Submit Application TTx-01 (Refer Figure 28).
36. System will display successful message (Refer Figure 29).

Note: Verification link will send automatically to email address that applicant inserted after submit the application

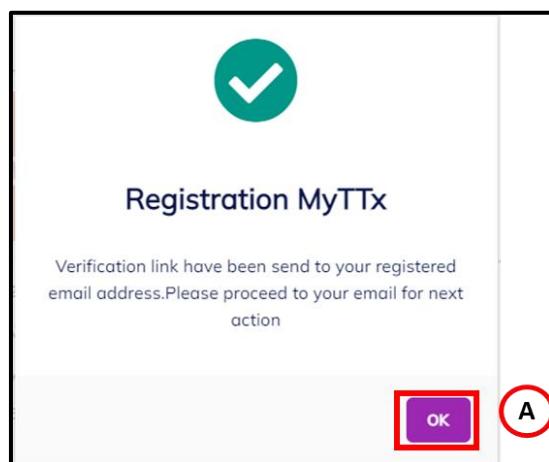


Figure 29 Successful Registration MyTTx Message

1. Click **OK (A)** button (Refer Figure 29).
2. System will directly go to portals (Refer Figure 1)

3 Applicant: Email Verification

- After submit Application Form (TTx-01/TTx-01A); applicant must take action to check email for verification.

3.1 Applicant: Application for Tourism Tax Registration (TTx-01) – Email Verification



The screenshots show an email from MyTTx to an applicant named MALIKIAH BINTI MALIKIUH. The subject is "Registration MyTTx - Draft Normal Application". The email body contains a welcome message, instructions to click or copy the provided link to verify the account, and a note for those who did not sign up. The verification link is highlighted with a red box and circled 'A'.

Top Screenshot (Full Message):

Registration MyTTx - Draft Normal Application

Yang dihormati MALIKIAH BINTI MALIKIUH,
Terima kasih kerana memohon akaun Cukai Pelancongan Malaysia (MyTTx).
Sila klik pada pautan di bawah untuk mengesahkan alamat e-mel anda.

<https://staginttx.customs.gov.my/app/verify?id=8e8777f9-e000-0fd6-c4c9-3a060b73deaa&applicationNo=024-2022-20000006>

Sila salin pautan ke pelayar web anda jika anda tidak dapat mengikliknya dalam e-mel.
Jika anda tidak mendafar untuk akaun Cukai Pelancongan Malaysia (MyTTx) sila abakaikan e-mel ini.
Untuk sebarang pertanyaan atau komen. Sila hubungi kami.

Terima Kasih,
Khidmat Pelanggan
Sistem Cukai Pelancongan Kastam

Bottom Screenshot (Zoomed-in View):

Dear MALIKIAH BINTI MALIKIUH,

Thank you for applying Malaysia Tourism Tax account (MyTTx).

Please click on the link above to confirm your email address.

<https://staginttx.customs.gov.my/app/verify?id=8e8777f9-e000-0fd6-c4c9-3a060b73deaa&applicationNo=024-2022-20000006>

Please copy the link to your browser if you are unable to click it in the email.
If you did not sign up for a Malaysia Tourism Tax (MyTTx) account, please ignore this email.
Please feel free to contact us with any questions or comments.

Thank You,
Customer Service
Custom Tourism Tax System

Royal Malaysian Customs Department
© Copyright Reserved | Malaysia Tourism Tax System (MyTTx).

Figure 30 Email template for verification by applicant (TTx-01)

- Click link (A) on email, to verify the Application (Refer Figure 30).
- System will open verify page (Refer Figure 31).



Application for Tourism Tax Registration

Please click the verify button.
Your email will be verified.
Thank you.

Verify (A)

Customs Call Center
Telephone No.: 1-300-888-500
Email: enquiry.tourismtax@customs.gov.my

Figure 31 Email template for verification by applicant (TTx-01)

4. Click **Verify** (A) button to verify the application (Refer Figure 31).
5. System will show successfully verified page (Refer Figure 32)

Application for Tourism Tax Registration

Your email has been successfully verified and your application will be processed.
Your status:
Accepted, Pending approval

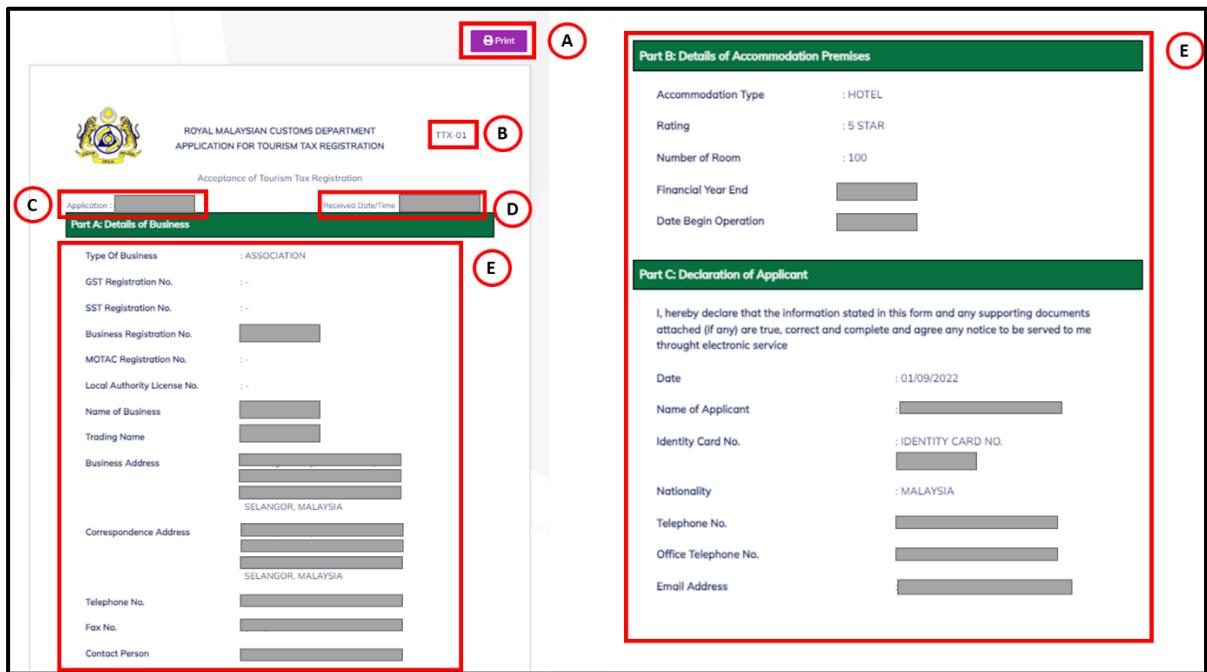
Thank you.

Print (A)

Customs Call Center
Telephone No.: 1-300-888-500
Email: enquiry.tourismtax@customs.gov.my

Figure 32 Successfully verified page

6. Click **Print** (A) button to view and print application form (Refer Figure 32).
7. System will show application registration form (TTx-01) (Refer Figure 32)



The screenshot displays the 'Acceptance of Tourism Tax Registration' form (TTx-01). The interface is divided into several sections:

- Top Right:** A purple 'Print' button (labeled A) and a reference code 'TTx-01' (labeled B).
- Left Side:**
 - Section C:** 'Type of Application' (labeled C) and 'Received Date/Time' (labeled D).
 - Section E:** 'All Details Applicant' (labeled E), which includes fields for Name, Identity Card No., Nationality, Telephone No., Office Telephone No., and Email Address.
- Right Side:**
 - Section A:** 'Part A: Details of Business' (labeled A), containing fields for Type of Business (ASSOCIATION), GST/SST/MOTAC registration numbers, and various addresses.
 - Section B:** 'Part B: Details of Accommodation Premises' (labeled B), listing Accommodation Type (HOTEL), Rating (5 STAR), Number of Room (100), Financial Year End, and Date Begin Operation.
 - Section C:** 'Part C: Declaration of Applicant' (labeled C), which contains a declaration statement and fields for Date (01/09/2022), Name of Applicant, Identity Card No., Nationality (MALAYSIA), Telephone No., Office Telephone No., and Email Address.

Figure 33 View and print application registration form (TTx-01)

8. Click **Print** (A) button to print the application registration form (Refer Figure 33).
9. System will show Print option to print the application registration form.
10. Application registration form will show **Type of Application** (B) (Refer Figure 33).
11. Application registration form will show **Application No.** (C) (Refer Figure 33).
12. Application registration form will show **Received Date / Time** (D) (Refer Figure 33).
13. Application registration form will show **All Details Applicant** (E) inserted (Refer Figure 33).

3.2 Applicant: Application for Digital Platform Service Provider (TTx-01A) – Email Verification



Figure 34 Email template for verification by applicant (TTx-01A)

1. Click **link (A)** on email, to verify the Application (Refer Figure 34).
2. System will open verify page (Refer Figure 35).



Application for Tourism Tax Registration

Please click the verify button.
Your email will be verified.
Thank you.

Verify (A)

Customs Call Center
Telephone No.: 1-300-888-500
Email: enquiry.tourismtax@customs.gov.my

Figure 35 Email template for verification by applicant (TTx-01A)

3. Click **Verify** (A) button to verify the application (Refer Figure 35).
4. System will show successfully verified page (Refer Figure 36)

Application for Tourism Tax Registration

Your email has been successfully verified and your application will be processed.
Your status:
Accepted, Pending approval

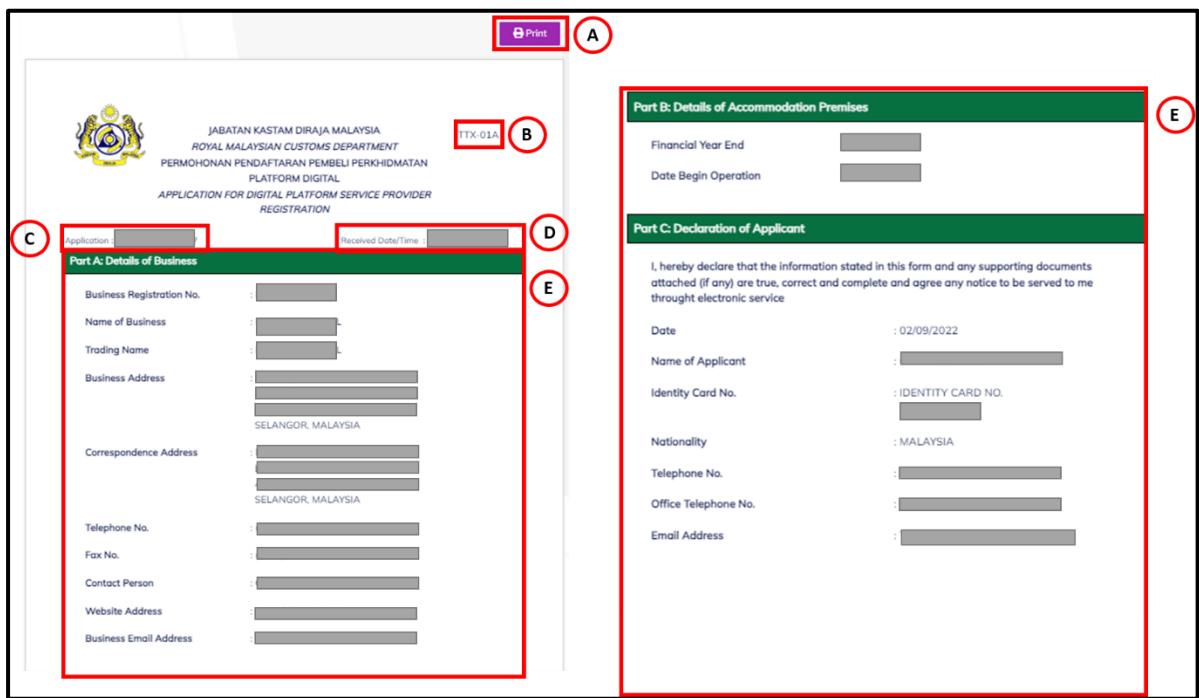
Thank you.

Print (A)

Customs Call Center
Telephone No.: 1-300-888-500
Email: enquiry.tourismtax@customs.gov.my

Figure 36 Successfully verified page

5. Click **Print** (A) button to view and print application form (Refer Figure 36).
6. System will show application registration form (TTx-01A) (Refer Figure 37)



The screenshot shows the 'MyTTx_Applicant_Registration UM_v1.0' form. It includes sections for:

- Part A: Details of Business** (highlighted with a red box):
 - Application No.: [Redacted] (C)
 - Received Date/Time: [Redacted] (D)
 - Business Registration No., Name of Business, Trading Name, Business Address, Correspondence Address, Telephone No., Fax No., Contact Person, Website Address, Business Email Address: All fields are redacted.
- Part B: Details of Accommodation Premises** (highlighted with a red box):
 - Financial Year End: [Redacted]
 - Date Begin Operation: [Redacted]
- Part C: Declaration of Applicant** (highlighted with a red box):

I, hereby declare that the information stated in this form and any supporting documents attached (if any) are true, correct and complete and agree any notice to be served to me through electronic service

Date	: 02/09/2022
Name of Applicant	: [Redacted]
Identity Card No.	: IDENTITY CARD NO. [Redacted]
Nationality	: MALAYSIA
Telephone No.	: [Redacted]
Office Telephone No.	: [Redacted]
Email Address	: [Redacted]

Figure 37 View and print application registration form (TTx-01)

7. Click **Print** (A) button to print the application registration form (Refer Figure 37).
8. System will show Print option to print the application registration form.
9. Application registration form will show **Type of Application** (B) (Refer Figure 37).
10. Application registration form will show **Application No.** (C) (Refer Figure 37).
11. Application registration form will show **Received Date / Time** (D) (Refer Figure 37).
12. Application registration form will show **All Details Applicant** (E) inserted (Refer Figure 37).

4 Applicant: Query from JKDM Email

1. If officer from Jabatan Kastam Diraja Malaysia (JKDM) make query to applicant application, applicant will get email and need action from applicant to re-submit application.

4.1 Applicant: Application for Tourism Tax Registration (TTx-01) – Query from JKDM Email



Figure 38 Query email for applicant (TTx-01)

2. Click **link (A)** on email, to checking query from officer and re-submit the application (Refer Figure 37).
3. System will open application registration form page (Refer Figure 38).



JABATAN KASTAM DIRAJA MALAYSIA

User Manual

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

Version : 1.0

Doc ID : MyTTx_Applicant_Registration UM_v1.0

Page No : 31

Application Registration

A Application Status: Pending Query

B Application No.: [Redacted]

C Get GST Info
Get SST Info

Details Of Business

Type Of Business* ASS - Association

GST Registration No.

SST Registration No.

Identity Card No.* [Redacted]

MOTAC Registration No.

Local Authority License No.

Name of Business*

Trading Name*

Click if the name is same to Name of Business

Business Address*

Street Address 3

Malaysia

09810 SERDANG

SELANGOR

Correspondence Address*

Click if the address same as Business Address

Street Address 3

Malaysia

09810 SERDANG

SELANGOR

C

Telephone No.* +60 - Malaysia [Redacted]

Fax No. +60 - Malaysia [Redacted]

Contact Person* [Redacted]

Details Of Accommodation Premises

Accommodation Type* HOTEL

Rating* 5 STAR / RM 10.00

Number of Room* 100

Financial Year End* [Redacted]

Date Begin Operation* [Redacted]

Applicant Details

Name of Applicant* [Redacted]

Identity Card No. / Passport No.* IC - Identity Card No. [Redacted]

Nationality* Malaysia

Telephone No.* +60 - Malaysia [Redacted]

Office Telephone No.* +60 - Malaysia [Redacted]

Email Address* [Redacted]



The screenshot shows a user interface for application registration. At the top left is the logo of the Jabatan Kastam Diraja Malaysia. To its right, the title "User Manual" is displayed. Below the title are two rows of text: "Doc Ref : EITS/CMMI/ENG/RSD/UM" and "Doc ID : MyTTx_Applicant_Registration UM_v1.0". Further down, the text "Version : 1.0" and "Page No : 32" are shown. The main area is a form titled "Additional Details". It contains several input fields and buttons. A red box highlights the "Supporting Document" field, which is a text input followed by a dashed box for file upload. To the right of this field is a button labeled "Upload Supporting Document [PDF, JPG, JPEG, PNG]". Above the "Supporting Document" field is a "Remark" field with a red border. To the right of the "Remark" field is a "Submit" button. Red circles labeled D, E, and F are overlaid on the interface to point to specific elements: D points to the "Remark" field, E points to the "Supporting Document" field, and F points to the "Submit" button.

Figure 39 Application Registration During Query (TTx-01)

4. **Application Status** (A) will show pending query (Refer Figure 39).
5. **Application No.** (B) will show number application for the applicant (Refer Figure 39).
6. Applicant can edit details on application registration form (C) (Refer Figure 39).
7. Input Remarks in Remarks (D) field (Refer Figure 39).
Note: Mandatory field
8. Insert Supporting Details in **Supporting Details** (E) field (Refer Figure 39)
Note:
 - g. Format Document: PDF, JPG, JPEG, PNG
 - h. Maximum: 2MB
 - i. Mandatory field
9. Click **Submit** (G) button to resubmit the application (Refer Figure 39).
10. System will display confirmation re-submit application (Refer Figure 40).

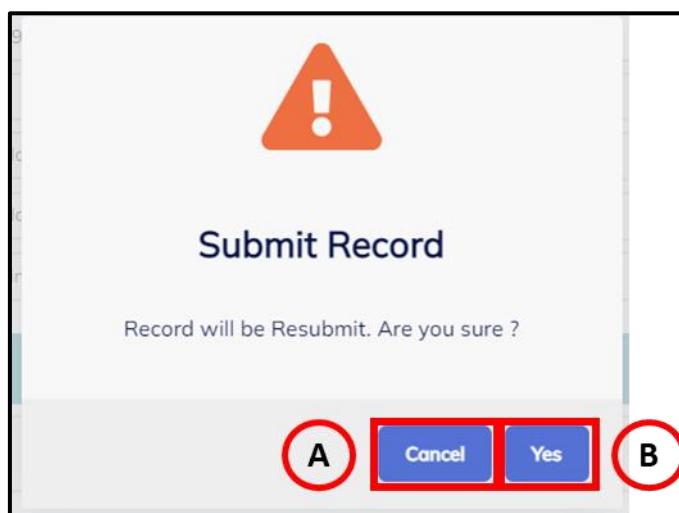


Figure 40 Confirmation Re-submit Application (TTx-01)

11. Click **Cancel** (A) button to cancel re-submit application (Refer Figure 40).
12. System will back to Application Registration page (Refer Figure 39).

13. Click **Yes** (B) button to resubmit application (Refer Figure 40).
14. System will display successful resubmit application (Refer Figure 20).

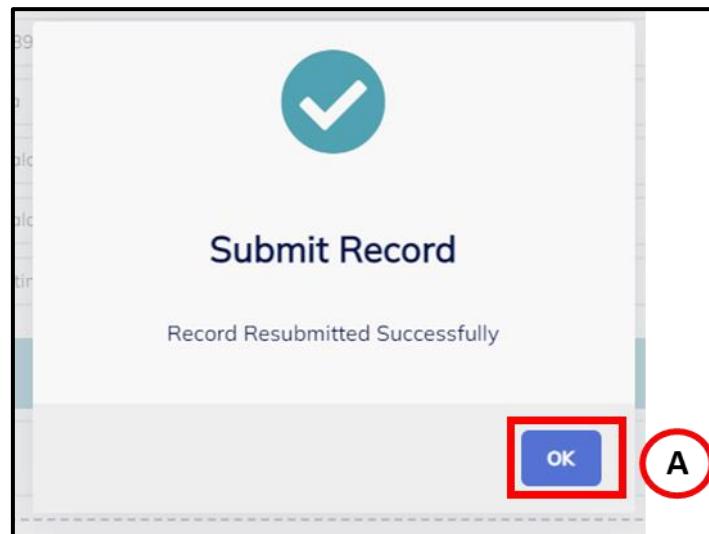


Figure 41 Successfully Create Request

15. Click **OK** (A) button (Refer Figure 41).
16. System will directly go to MyTTx Portals (Refer Figure 1).

4.2 Applicant: Application for Digital Platform Service Provider (TTx-01A) – Query from JKDM Email

Screenshot 1: Initial Query Email (JKDM)

The email subject is "Query Application MyTTx". It is from "MyTTx <noreply@customs.gov.my> to me". The body of the email contains the following text:

Royal Malaysian Customs Department
Malaysian Tourism Tax System (MyTTx)

Application for Tourism Tax Registration

Yang dihormati CASABELANCA,
Harap maklum bahawa permohonan anda telah diulas.
try query
Sila klik pada pautan di bawah untuk tindakan lanjut.

<https://stagingttx.customs.gov.my/appy/pending-query?id=5a33190f-63b1-e02b-a4dc-3a050eba78b>

A red circle labeled "A" highlights the link above.

Sila salin pautan ke pelayar web anda jika anda tidak dapat mengkliknya dalam e-mel.
Jika anda tidak mendapat untuk akaun Cukai Pelancongan Malaysia (MyTTX), sila abalkan e-mel ini.
Untuk sebarang pertanyaan atau komen. Sila hubungi kami.
Terima Kasih,
Khidmat Pelanggan
Sistem Cukai Pelancongan Kastam

Screenshot 2: Response Email (JKDM)

The email subject is "Query Application MyTTx". It is from "MyTTx <noreply@customs.gov.my> to me". The body of the email contains the following text:

Dear CASABELANCA,

Please be informed that your application has been reviewed:
try query
Please click on the link below for further action.

<https://stagingttx.customs.gov.my/appy/review-rejected?id=5a33190f-63b1-e02b-a4dc-3a050eba78b>

A red circle labeled "A" highlights the link above.

Please copy the link to your browser if you are unable to click it in the email.
If you did not sign up for a Malaysia Tourism Tax (MyTTX) account, please ignore this email.
Please feel free to contact us with any questions or comments.
Thank You,
Customer Service
Custom Tourism Tax System

Royal Malaysian Customs Department.
© Copyright Reserved | Malaysia Tourism Tax System (MyTTx).

Figure 42 Query email for applicant (TTx-01A)

1. Click **link** (A) on email, to checking query from officer and re-submit the application (Refer Figure 42).
2. System will open application registration form page (Refer Figure 43).

Application Registration

Application Status : Pending Query A

Application No. : 161-2022-22000067 B

Details Of Business

Business Registration No.	BRN001
Name of Business*	HOT STUFF HOTEL
Trading Name*	HOT STUFF HOTEL
<input type="checkbox"/> Click if the name is same to Name of Business	
Business Address*	NO 12, JALAN TUNKU IBRAHIM 5 BANDAR BARU BANGI Street Address 3 Malaysia 43650 Search BANDAR BARU BANGI SELANGOR
Correspondence Address*	NO 12, JALAN TUNKU IBRAHIM 5 BANDAR BARU BANGI Street Address 3 Malaysia 43650 Search BANDAR BARU BANGI SELANGOR
Telephone No.*	+358 - Aland Islands Search 123432123
Fax No.	+358 - Aland Islands Search 23432323
Contact Person*	CASABELANCA
Website Address	CASABELANCA.COM
Business Email Address*	casabelanca1234@gmail.com

Details Of Accommodation Premises

Financial Year End*	January
Date Begin Operation In Malaysia*	01/01/2016

Applicant Details

Name of Applicant*	
Identity Card No. / Passport No.*	IC - Identity Card No
Nationality*	Malaysia
Telephone No.*	+244 - Angola Search
Office Telephone No.*	+376 - Andorra Search
Email Address*	

Additional Details

Remark*	Remark
Supporting Document*	Upload Supporting Document [PDF, JPG, JPEG, PNG]

Submit F

Figure 43 Application Registration During Query (TTx-01A)

3. **Application Status** (A) will show pending query (Refer Figure 43).
4. **Application No.** (B) will show number application for the applicant (Refer Figure 43).
5. Applicant can edit details on application registration form (C) (Refer Figure 43).
6. Input Remarks in Remarks (D) field (Refer Figure 43).
Note: Mandatory field
7. Insert Supporting Details in **Supporting Details** (E) field (Refer Figure 43)
Note:
 - j. Format Document: PDF, JPG, JPEG, PNG
 - k. Maximum: 2MB
 - l. Mandatory field
8. Click **Submit** (F) button to resubmit the application (Refer Figure 43).
9. System will display confirmation re-submit application (Refer Figure 44).

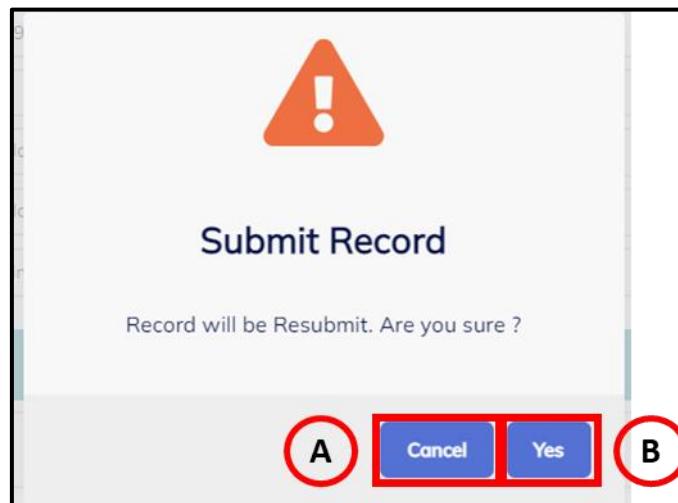


Figure 44 Confirmation Re-submit Application (TTx-01)

10. Click **Cancel** (A) button to cancel re-submit application (Refer Figure 44).
11. System will back to Application Registration page (Refer Figure 39).
12. Click **Yes** (B) button to resubmit application (Refer Figure 44).
13. System will display successful resubmit application (Refer Figure 45).

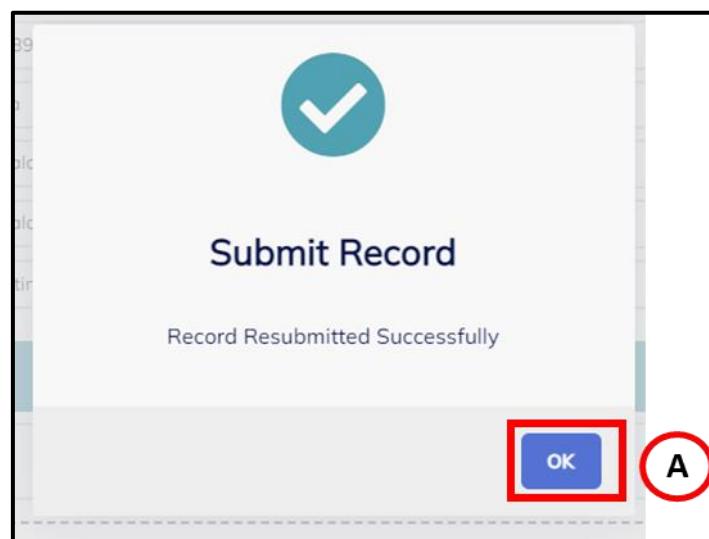


Figure 45 Successfully Create Request

14. Click **OK** (A) button (Refer Figure 41).
15. System will directly go to MyTTx Portals (Refer Figure 1).

5 Applicant: Application Approval Email

- After office approve the application, applicant will get email with login information and approval letter or certificate.

5.1 Applicant: Application for Tourism Tax Registration (TTx-01) – Application Approval Email

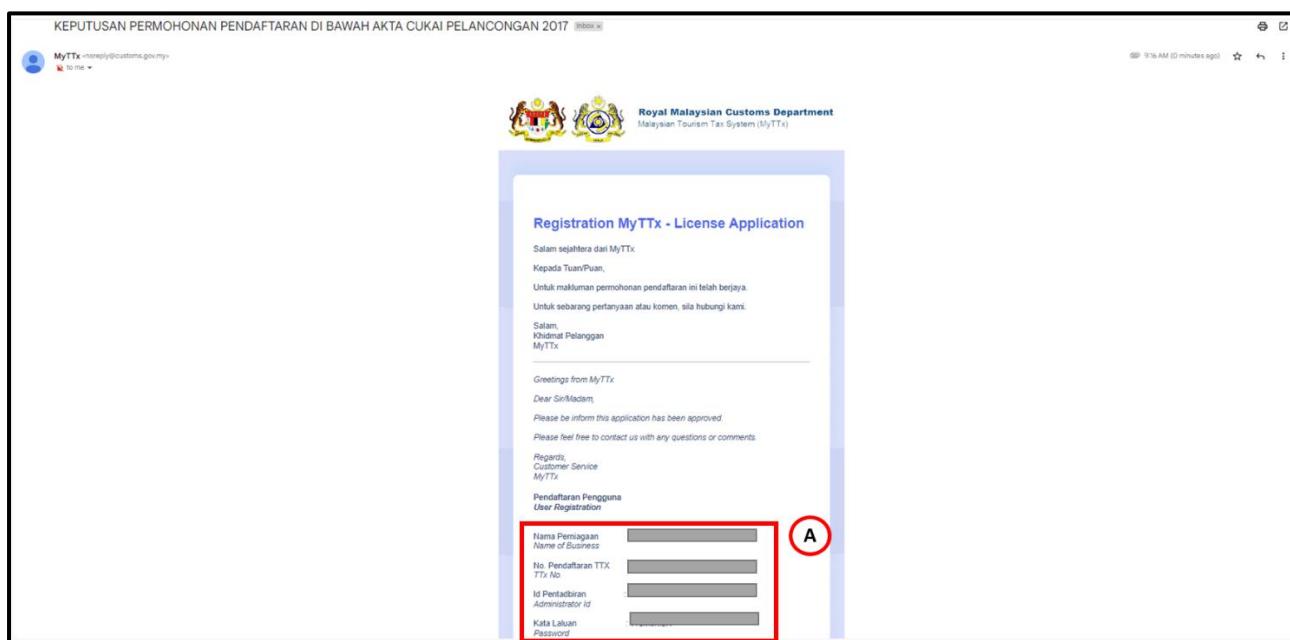


Figure 46 Approval Email for Applicant (TTx-01)

- Label (A) will show login details for applicant login to MyTTx (Refer Figure 46).

 ROYAL MALAYSIAN CUSTOMS DEPARTMENT PUSAT PEMPROSESAN KASTAM ARAS 1, BLOK A, KOMPLEKS KASTAM WPKL JALAN SS 6/3, KELANA JAYA 47301 PETALING JAYA, SELANGOR Telefon : 03-78067200 / 1-300-888-500 Faksimile : 03-78067599 Laman Web : www.myttx.customs.gov.my E-Mel : enquiry.tourismtax@customs.gov.my																							
<div style="margin-top: 20px;"> A B C D </div>																							
<table border="0"> <tr> <td style="width: 30%;">Our Reference :</td> <td style="background-color: #e0e0e0; width: 70%;"></td> </tr> <tr> <td>Date :</td> <td>05/09/2022</td> </tr> <tr> <td>Registration No. :</td> <td style="background-color: #e0e0e0;"></td> </tr> </table>		Our Reference :		Date :	05/09/2022	Registration No. :																	
Our Reference :																							
Date :	05/09/2022																						
Registration No. :																							
<p>Sir / Madam,</p> <p>APPROVAL OF REGISTRATION UNDER SECTION 20c TOURISM TAX ACT 2017 AS DIGITAL PLATFORM SERVICE PROVIDER</p> <p>Please be informed that you have been registered under Tourism Tax Act 2917 and details of your account as digital platform service provider shall be as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Application Date</td> <td style="padding: 5px;">: 05/09/2022</td> </tr> <tr> <td style="padding: 5px;">Registration Effective Date</td> <td style="padding: 5px;">: 01/10/2022</td> </tr> <tr> <td style="padding: 5px;">Accounting Basis</td> <td style="padding: 5px;">: Payment Basis</td> </tr> <tr> <td style="padding: 5px;">Taxable Period</td> <td style="padding: 5px;">: Quarterly</td> </tr> <tr> <td style="padding: 5px;">First Taxable Period</td> <td style="padding: 5px;">: 01/10/2022 hingga 31/10/2022</td> </tr> <tr> <td style="padding: 5px;">Last date for Return Submission and Payment</td> <td style="padding: 5px;">: 30/11/2022</td> </tr> <tr> <td style="padding: 5px;">Second Taxable Period</td> <td style="padding: 5px;">: 01/11/2022 hingga 31/01/2023</td> </tr> <tr> <td style="padding: 5px;">Last date for Return Submission and Payment</td> <td style="padding: 5px;">: 28/02/2023</td> </tr> <tr> <td style="padding: 5px;">Subsequent Taxable Period</td> <td style="padding: 5px;">: Every Quarterly</td> </tr> <tr> <td style="padding: 5px;">Last date for Return Submission and Payment Taxable</td> <td style="padding: 5px;">: Last day of the month following the end of period</td> </tr> <tr> <td colspan="2" style="padding: 10px;"> <p>Controlling Station and Address</p> <p style="text-align: center;">IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR</p> </td> </tr> </table>		Application Date	: 05/09/2022	Registration Effective Date	: 01/10/2022	Accounting Basis	: Payment Basis	Taxable Period	: Quarterly	First Taxable Period	: 01/10/2022 hingga 31/10/2022	Last date for Return Submission and Payment	: 30/11/2022	Second Taxable Period	: 01/11/2022 hingga 31/01/2023	Last date for Return Submission and Payment	: 28/02/2023	Subsequent Taxable Period	: Every Quarterly	Last date for Return Submission and Payment Taxable	: Last day of the month following the end of period	<p>Controlling Station and Address</p> <p style="text-align: center;">IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR</p>	
Application Date	: 05/09/2022																						
Registration Effective Date	: 01/10/2022																						
Accounting Basis	: Payment Basis																						
Taxable Period	: Quarterly																						
First Taxable Period	: 01/10/2022 hingga 31/10/2022																						
Last date for Return Submission and Payment	: 30/11/2022																						
Second Taxable Period	: 01/11/2022 hingga 31/01/2023																						
Last date for Return Submission and Payment	: 28/02/2023																						
Subsequent Taxable Period	: Every Quarterly																						
Last date for Return Submission and Payment Taxable	: Last day of the month following the end of period																						
<p>Controlling Station and Address</p> <p style="text-align: center;">IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR</p>																							

Figure 47 Approval Letter for Applicant (TTx-01)

3. Data (A) show company name (Refer Figure 47).
4. Data (B) show trading name (Refer Figure 47).
5. Data (C) show business address (Refer Figure 47).
6. Label (D) will show login applicant details (Refer Figure 47).



No. Sijil : [REDACTED]
Certificate No.

JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

User Registration

Nama Perdagangan <i>Trading Name</i>	:	[REDACTED]
Nama Perniagaan <i>Name of Business</i>	:	[REDACTED]
ID Pentadbir <i>Administrator ID</i>	:	[REDACTED]
Kata laluan <i>Password</i>	:	[REDACTED]

A

Figure 48 Login Details for Applicant (TTx-01)

7. Data (A) show login details for applicant (Refer Figure 48).

TTx-02

No. ruj. permohonan :
Application ref. no.


JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

Sijil Pendaftaran sebagai Pengendali Premis Penginapan
(Peraturan 4 Peraturan-peraturan Cukai Pelancongan 2017)

Certificate of Registration as Accommodation Premise Operator
(Regulation 4 Tourism Tax Regulations 2017)

A

Nama Perdagangan Trading Name	:	
Nama Perniagaan Name of Business	:	
Alamat Syarikat/Premis Penginapan Address of Company/Accommodation Premise	:	
09810 SERDANG SELANGOR		
Nombor Pendaftaran TTx TTx Registration Number	:	
Didaftarkan di bawah Akta Registered under Act	:	Akta Cukai Pelancongan 2017
Tarikh Kuatkuasa Effective Date	:	01/10/2022
Tarikh Dikeluarkan Date of Issue	:	05/09/2022

KETUA PENGARAH KASTAM MALAYSIA
DIRECTOR GENERAL OF CUSTOMS MALAYSIA

*Sijil cetakan komputer ini tidak memerlukan tandatangan
No signature is required for this computer generated certificate*

Figure 49 Certificate of Registration for Applicant (TTx-01)

8. Data (A) show certificate of registration for applicant (Refer Figure 49).

5.2 Applicant: Application for Digital Platform Service Provider (TTx-01A) – Application Approval Email

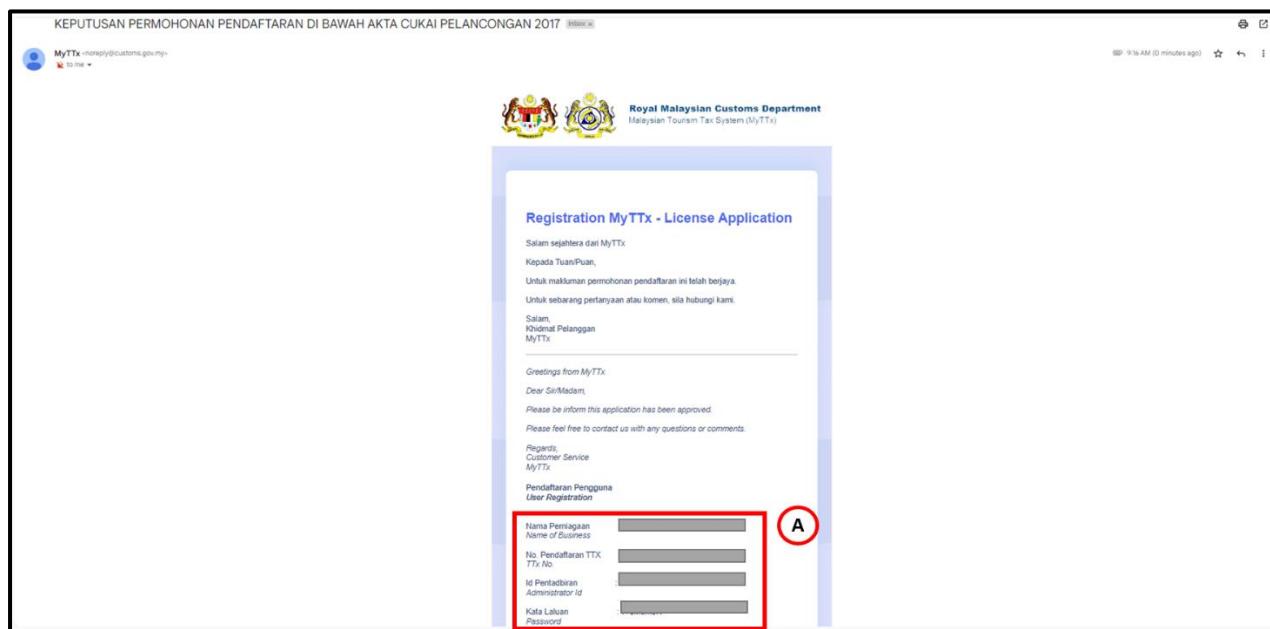


Figure 50 Approval Email for Applicant (TTx-01A)

9. Label (A) will show login details for applicant login to MyTTx (Refer Figure 46).

	ROYAL MALAYSIAN CUSTOMS DEPARTMENT PUSAT PEMPROSESAN KASTAM ARAS 1, BLOK A, KOMPLEKS KASTAM WPKL JALAN SS 6/3, KELANA JAYA 47301 PETALING JAYA, SELANGOR Telefon : 03-78067200 / 1-300-888-500 Faksimile : 03-78067599 Laman Web : www.myttx.customs.gov.my E-Mel : enquiry.tourismtax@customs.gov.my																							
A	B	C																						
		Our Reference : REDACTED Date : 05/09/2022 Registration No. : REDACTED																						
<p>BANDAR BARU BANGI 43650 BANDAR BARU BANGI SELANGOR</p>																								
<p>Sir / Madam,</p> <p>APPROVAL OF REGISTRATION UNDER SECTION 20c TOURISM TAX ACT 2017 AS DIGITAL PLATFORM SERVICE PROVIDER</p> <p>Please be informed that you have been registered under Tourism Tax Act 2917 and details of your account as digital platform service provider shall be as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Application Date</td> <td style="width: 50%;">: 05/09/2022</td> </tr> <tr> <td>Registration Effective Date</td> <td>: 01/10/2022</td> </tr> <tr> <td>Accounting Basis</td> <td>: Payment Basis</td> </tr> <tr> <td>Taxable Period</td> <td>: Quarterly</td> </tr> <tr> <td>First Taxable Period</td> <td>: 01/10/2022 hingga 31/10/2022</td> </tr> <tr> <td>Last date for Return Submission and Payment</td> <td>: 30/11/2022</td> </tr> <tr> <td>Second Taxable Period</td> <td>: 01/11/2022 hingga 31/01/2023</td> </tr> <tr> <td>Last date for Return Submission and Payment</td> <td>: 28/02/2023</td> </tr> <tr> <td>Subsequent Taxable Period</td> <td>: Every Quarterly</td> </tr> <tr> <td>Last date for Return Submission and Payment Taxable</td> <td>: Last day of the month following the end of period</td> </tr> <tr> <td colspan="2" style="text-align: left; padding-top: 10px;"> Controlling Station and Address IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR </td> </tr> </table>			Application Date	: 05/09/2022	Registration Effective Date	: 01/10/2022	Accounting Basis	: Payment Basis	Taxable Period	: Quarterly	First Taxable Period	: 01/10/2022 hingga 31/10/2022	Last date for Return Submission and Payment	: 30/11/2022	Second Taxable Period	: 01/11/2022 hingga 31/01/2023	Last date for Return Submission and Payment	: 28/02/2023	Subsequent Taxable Period	: Every Quarterly	Last date for Return Submission and Payment Taxable	: Last day of the month following the end of period	Controlling Station and Address IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR	
Application Date	: 05/09/2022																							
Registration Effective Date	: 01/10/2022																							
Accounting Basis	: Payment Basis																							
Taxable Period	: Quarterly																							
First Taxable Period	: 01/10/2022 hingga 31/10/2022																							
Last date for Return Submission and Payment	: 30/11/2022																							
Second Taxable Period	: 01/11/2022 hingga 31/01/2023																							
Last date for Return Submission and Payment	: 28/02/2023																							
Subsequent Taxable Period	: Every Quarterly																							
Last date for Return Submission and Payment Taxable	: Last day of the month following the end of period																							
Controlling Station and Address IBU PEJABAT BAHAGIAN GST MENARA TULUS LEVEL 4 BLOCK A MENARA TULUS PRECINT 3 PUTRAJAYA 43650 SELANGOR																								

Figure 51 Approval Letter for Applicant (TTx-01A)

10. Data (A) show company name (Refer Figure 51).
11. Data (B) show trading name (Refer Figure 51).
12. Data (C) show business address (Refer Figure 51).
13. Label (D) will show login applicant details (Refer Figure 51).

No. Sijil : [REDACTED]
Certificate No.



JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

User Registration

Nama Perdagangan <i>Trading Name</i>	: [REDACTED]
Nama Perniagaan <i>Name of Business</i>	: [REDACTED]
ID Pentadbir <i>Administrator ID</i>	: [REDACTED]
Kata laluan <i>Password</i>	: [REDACTED]

A

Figure 52 Login Details for Applicant (TTx-01)

14. Data (A) show login details for applicant (Refer Figure 52).

6 Applicant: Application Rejected Email

1. After office rejected the application, applicant will get email.
2. Applicant can resubmit their application but must before 14 days after rejected date.

6.1 Applicant: Application for Tourism Tax Registration (TTx-01) – Application Rejected Email

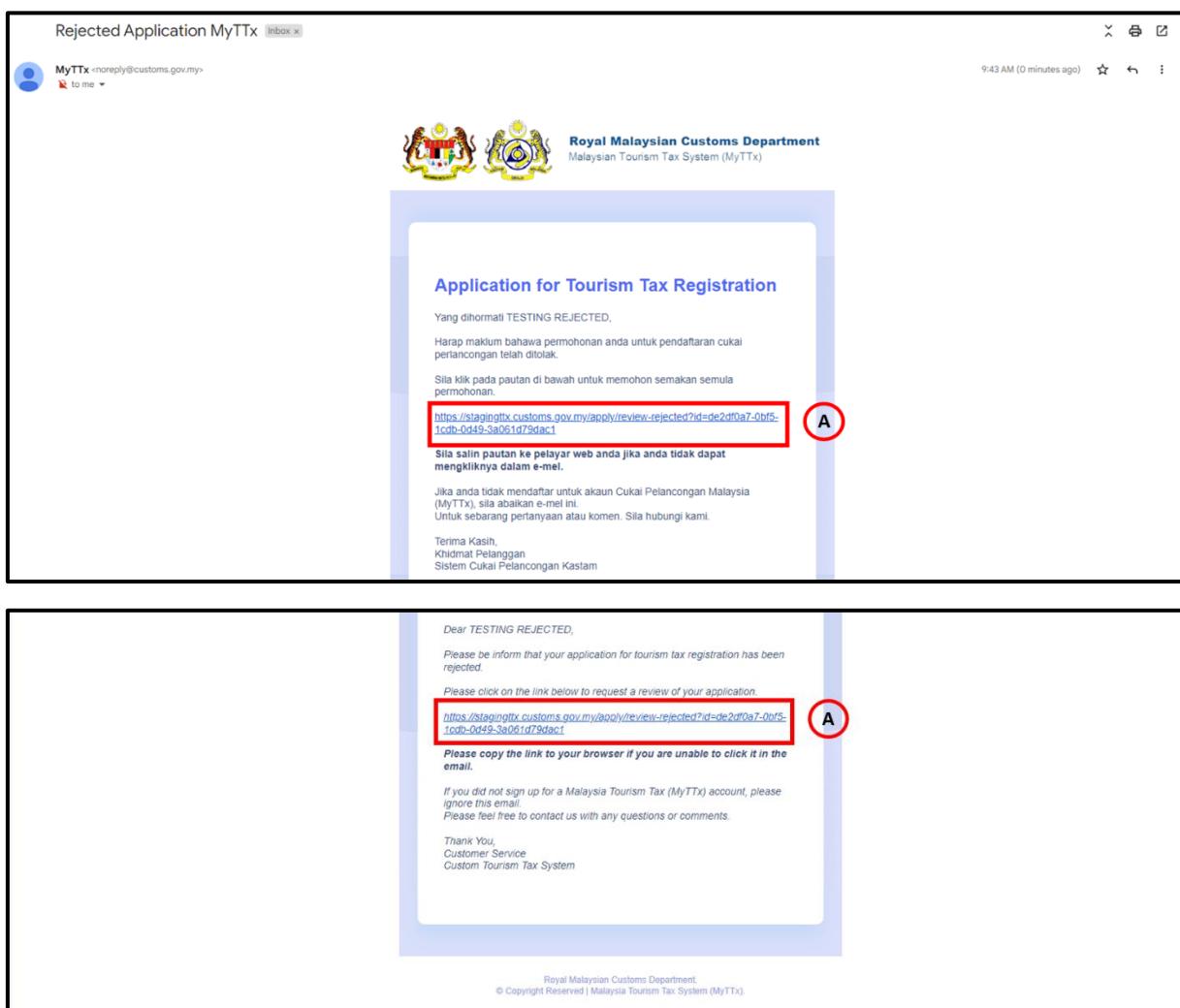


Figure 53 Rejected Email for Applicant (TTx-01)

3. Click link (A) to resubmit the application (Refer Figure 53).
Note: Can refer query resubmit process (Refer Page 35)
4. Applicant can resubmit their application after rejected from officer.
5. After 14 days; the link will block so applicant need to submit new registration.

6.2 Applicant: Application for Digital Platform Service Provider (TTx-01A) – Application Rejected Email



Figure 54 Rejected Email for Applicant (TTx-01A)

- Click link (A) to resubmit the application (Refer Figure 54).
Note: Can refer query resubmit process (Refer Page 35)
- Applicant can resubmit their application after rejected from officer.
- After 14 days; the link will block so applicant need to submit new registration.