



GUIDE ON FURNISHING OF RETURNS

Royal Malaysian Customs Department
Updated until April 2015

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1. FURNISHING OF RETURNS

1.1 File A Return (GST - 03) - For Taxpayers Who Have Accounting Software

1. Login ID (email address).
2. Password (specified during registration).
3. Click [\[Logon\]](#) button.

Not everything gets taxed, basic necessities are still free of GST

Why Should I Sign Up?

Language

English

Malay

Login

Email Address

Password

Forgot My Password

Logon Sign up

Manage Registrations

- Register For GST
- Retrieve Saved Request
- Lookup Registration Status
- Apply for Registration Exemption
- Apply for Flat Rate Scheme
- File GST Non-Registrant Declaration
- Lookup GST Status
- Manage Advance Ruling

Note: If the company fails to import data (text file) from Accounting Software into GST return in the TAP, this means the text file is not in accordance with the format prescribed in Accounting Software Guide. Please contact your vendor for compatibility testing session on your Accounting Software. The test must be carried out with GST Division, Headquarters.

4. **Customer Springboard** screen will display taxpayer information.
5. Click [\[Account Id\]](#) hyperlink.

The screenshot shows the 'Customer Springboard' interface. At the top, there are sections for 'Menu', 'Log Off', 'Business Reg. No.', 'Legal Name', and 'I WANT TO...'. The 'Business Reg. No.' is 5488963F and the 'Legal Name' is MBN ENGINEERING SERVICE SDN BH. Below this, there are tabs for 'ACCOUNTS¹', 'REQUESTS⁰', 'NOTICES¹', and 'LETTERS¹'. The 'MY ACCOUNTS¹' tab is active, displaying a table with the following data:

Account Id	Account Type	Name	Frequency	Address	Balance(RM)
000884441088	Goods and Services	MBN ENGINEERING SERVIC	Monthly	5A, JLN KEBUN NENAS 1N/K:	0.00

The 'Account Id' 000884441088 is circled in red. The left sidebar contains navigation options like 'Home', 'Back', 'TRN', 'Data: trainerzu', 'RunDate: 01-Jul-2015', 'Registration', and 'Miscellaneous'.

6. **Account Springboard** screen will display taxpayer account information.
7. Click [\[Periods\]](#) tab.
8. Click [\[File Now\]](#) hyperlink to file return for desired taxable period.

The screenshot shows the 'Account Springboard' interface. At the top, there are sections for 'Menu', 'Log Off', 'Business Reg. No.', 'Legal Name', and 'I WANT TO...'. The 'Business Reg. No.' is 5488963F and the 'Legal Name' is MBN ENGINEERING SERVICE SDN BH. Below this, there are tabs for 'PERIODS', 'REQUESTS⁰', 'ACTIVITY', 'NOTICES⁰', 'LETTERS¹', and 'SCHEMES⁰'. The 'PERIODS' tab is active, displaying a table with the following data:

Period	Return Status	File Now	Pay	Tax (RM)	Penalty (RM)	Credit (RM)	Balance (RM)	Messages
30-Jun-2015	Generated	File Now	Pay	0.00	0.00	0.00	0.00	File Return
31-May-2015	Overdue	File Now	Pay	0.00	0.00	0.00	0.00	File Return
30-Apr-2015	Overdue	File Now	Pay	0.00	0.00	0.00	0.00	File Return

The 'File Now' link for the 30-Apr-2015 period is circled in red. The left sidebar contains navigation options like 'Home', 'Back', 'TRN', 'Data: trainerzu', 'RunDate: 01-Jul-2015', 'Registration', and 'Miscellaneous'.

9. Click [Next] button: to continue to the next step.

Menu Log Off

Home

Review Return Details **Next** Save and Finish Later Cancel

Back

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000884441088
Goods and Services Tax Return

ABOUT THE SERVICE

- This service allows a registered Goods and Services taxpayer to declare their GST for the selected filing period.
- Your session will expire after 15 minutes of inactivity.

WHAT YOU NEED

- GST info for the selected filing period.

AFTER YOU FINISH

- Print the confirmation page for your records.
- If a payment is due, make a payment using TAP, a designated bank, or by mailing a cheque to the processing centre.

10. **Return Details** screen will require return information.

11. Click [Import] button once: to transfer all the data from Accounting Software to Return (GST - 03).

Menu Log Off

Home

Previous Return Details Next Save and Finish Later Cancel

Back

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000884441088
Goods and Services Tax Return

GOODS AND SERVICES TAX RETURN

OUTPUT TAX

Total Value of Standard Rated Supply	RM	0.00
Total Output Tax (Inclusive of Tax Value on Bad Debt Recovered & other Adjustments)	RM	0.00

INPUT TAX

Total Value of Standard Rated Acquisition	RM	0.00
Total Input Tax (Inclusive of Tax Value on Bad Debt Relief & other Adjustments)	RM	0.00
GST Amount Payable	RM	0.00
GST Amount Claimable	RM	0.00

[Previous](#)
[Additional Details](#)
[Next](#)
[Save and Finish Later](#)
[Cancel](#)

GOODS AND SERVICES TAX RETURN

ADDITIONAL INFORMATION

Total Value of Local Zero-Rated Supplies	RM	<input type="text" value="0.00"/>
Total Value of Export Supplies	RM	<input type="text" value="0.00"/>
Total Value of Exempt Supplies	RM	<input type="text" value="0.00"/>
Total Value of Supplies Granted GST Relief	RM	<input type="text" value="0.00"/>
Total Value of Goods Imported Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
Total Value of GST Suspended Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
Total Value of Capital Goods Acquired	RM	<input type="text" value="0.00"/>
Bad Debt Relief	RM	<input type="text" value="0.00"/>
Bad Debt Recovered	RM	<input type="text" value="0.00"/>

[Menu](#)
[Log Off](#)
[Import](#)

[Home](#)
[Previous](#)
[Industry Codes](#)
[Next](#)
[Save and Finish Later](#)
[Cancel](#)

> Back

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

[My Accounts](#)
 Act: 000884441088
[Goods and Services Tax Return](#)

GOODS AND SERVICES TAX RETURN

BREAKDOWN VALUE OF OUTPUT TAX IN ACCORDANCE WITH MAJOR INDUSTRY CODES

MSIC Code	Value of Output Tax	Percentage
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
Others	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
Total	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>

12. All data is transferred from Accounting Software will appear in **Return Summary** screen.
13. **Return Summary** screen will require applicant to review and verify information
14. Review the application details.
(Note: Applicant can choose either to Submit the application or to Save and Finish Later)
15. To submit the application, Click [\[Submit\]](#) button.
16. Click [\[OK\]](#) button.

The screenshot displays the 'GOODS AND SERVICES TAX RETURN' interface. At the top, there is a navigation bar with 'Menu', 'Log Off', and 'Import' options. Below this, a breadcrumb trail shows 'Home' and 'Return Summary'. The main content area is titled 'GOODS AND SERVICES TAX RETURN' and specifies the period 'FOR ACTIVITY FROM 01-APR-2015 TO 30-APR-2015'. On the left, a sidebar contains 'TRN' information: 'Data: trainerzu', 'RunDate: 01-Jul-2015', and a 'Navigation' section with links for 'My Accounts' and 'Goods and Services Tax Return'. The central table lists various tax components and their values.

Item	Value
GST Amount Payable	RM 599,400.00
GST Amount Claimable	RM 0.00
Local Zero-Rated Supplies	RM 1,000.00
Export Supplies	RM 0.00
Exempt Supplies	RM 0.00
Supplies Granted GST Relief	RM 0.00
Goods Imported Under ATS	RM 0.00
GST Suspended Under ATS	RM 0.00
Capital Goods Acquired	RM 0.00
Bad Debt Relief	RM 0.00
Bad Debt Recovered	RM 0.00
MSIC Value of Output Tax Percentage	
17710	RM 600,000.00 100%
	RM 0.00 0%
Other	RM 0.00 0%
Total	RM 600,000.00 100%

17. Fill in [\[Password\]](#) field.
Note: Taxpayer is required to key in the password
18. Click [\[OK\]](#) button.

This will submit your 30-Apr-2015 Goods and Services Tax return to the Royal Malaysian Customs Department.
Are you sure you want to continue?

Password

Mandatory

OK Cancel



Note: The password is the same as TAP login password

19. **Confirmation** screen will display the return information.
20. Click [\[Print\]](#) button: to print the return information, the copy of filed return and voucher
or
21. Click [\[Print Acknowledgment Receipt\]](#) button: to print the acknowledgement receipt
or
22. Click [\[Ok\]](#) button: to return to the taxpayer's [\[Account Springboard\]](#).

Print Print Acknowledgment Receipt Make a Payment Ok

Menu Log Off

Home

Your return has been submitted **successfully**.

Back

Taxpayer Name	AMI CAR RENTAL SDN BHD
GST No.	000574062592
Filing Period	31-May-2015
Amount Due	RM 59,400.00
Due Date	30-Jun-2015
Submitted On	01-Jul-2015 23:13:14
Acknowledgment Receipt No.	1-105-887-232

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000574062592

Please print a copy of this receipt for record purposes. For further information and inquiries please visit our website www.gst.customs.gov.my or contact us at 03-78067200.



JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

GST - 03

PENYATA CUKAI BARANG DAN PERKHIDMATAN
GOODS AND SERVICES TAX RETURN

Pindaan
Amendment

BAHAGIAN A : BUTIRAN ORANG BERDAFTAR
PART A : REGISTERED PERSON DETAILS

1) No. CBP *
GST No. * 001613234176

2) Nama Perniagaan *
Name of Business * FLEET ENGINEERING SERVICES SDN BHD

BAHAGIAN B : BUTIRAN PENYATA
PART B : RETURN DETAILS

3) Tempoh Bercukai *
Taxable Period * Tarikh Mula
Start Date 01-Apr-2015
Tarikh Akhir
End Date 30-Jun-2015

4) Tarikh Akhir Serahan Penyata dan Bayaran *
Return and Payment Due Date * 31-Jul-2015

5) Cukai Output
Output tax Amaun (Amount)

a) Jumlah Nilai Pembekalan Berkadar Standard*
Total Value of Standard Rated Supply* RM 100,000.00

b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Balik
dan Pelarasan lain)*
Total Output Tax (Inclusive of Bad Debt Recovered and other adjustments)* RM 6,000.00

6) Cukai Input /Input Tax

a) Jumlah Nilai Perolehan Berkadar Standard *
Total Value of Standard Rated Acquisition * RM 50,000.00

b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk
dan Pelarasan lain)*
Total Input Tax (Inclusive of Bad Debt Relief and other adjustments) * RM 3,000.00

7) CBP Kena Dibayar (Butiran 5b - Butiran 6b) *
GST Amount Payable (Item 5b - Item 6b) * RM 3,000.00

ATAU / OR

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) *
GST Amount Claimable (Item 6b - Item 5b) * RM 0.00

9) Adakah anda memilih untuk membawa ke hadapan pembayaran balik CBP?
Do you choose to carry forward refund for GST? Ya
Yes

BAHAGIAN C : MAKLUMAT TAMBAHAN
PART C : ADDITIONAL INFORMATION

10) Jumlah Nilai Pembekalan Tempatan Berkadar Sifar *
Total Value of Local Zero-Rated Supplies * RM 0.00

11) Jumlah Nilai Pembekalan Eksport *
Total Value of Export Supplies * RM 0.00

12) Jumlah Nilai Pembekalan Dikecualikan *
Total Value of Exempt Supplies * RM 0.00

13) Jumlah Nilai Pembekalan Diberi Pelepasan CBP*
Total Value of Supplies Granted GST Relief * RM 0.00

- 14) Jumlah Nilai Pengimportan Barang Dibawah Skim Pedagang Diluluskan *
Total Value of Goods Imported Under Approved Trader Scheme * RM
- 15) Jumlah Nilai CBP Import Digantung dibawah butiran 14 *
Total Value of GST Suspended under item 14 * RM
- 16) Jumlah Nilai Perolehan Harta Modal *
Total Value of Capital Goods Acquired * RM
- 17) Pelepasan Hutang Lapuk *
Bad Debt Relief * RM
- 18) Hutang Lapuk Dibayar Balik *
Bad Debt Recovered * RM

19) Pecahan Nilai Cukai Output mengikut Kod Industri Utama
Breakdown Value of Output Tax in accordance with the Major Industries Code

Kod (Code)	Nilai Cukai Output (Value of Output Tax)	Peratusan (Percentage)
45201	RM 6,000.00	100 %
	RM 0.00	0 %
	RM 0.00	0 %
	RM 0.00	0 %
	RM 0.00	0 %
Lain-lain Others:	RM 0.00	0 %
JUMLAH TOTAL	RM 6,000.00	100 %

Voucher No.

Sila potong keratan ini dan sertakan bersama bayaran



Nombor Baucar : 5023334408

Cukai Barang & Perkhidmatan
No. CBP: 001613234176
 FLEET ENGINEERING SERVICES SDN BHD
 LOT 11, LINGKARAN SULTAN MOHAMED 2
 42000 PELABUHAN KLANG
 SELANGOR

Jumlah Yang Perlu Dibayar : 3,000.00
Tempoh : 30-06-2015

Jumlah Bayaran : RM



Untuk Kegunaan Pejabat

RTNPFYM

- Untuk pembayaran secara elektronik, sila layari: <https://gst.customs.gov.my/TAP>
 - Bayaran Melalui Cek dan Bank Draft hendaklah di atas nama KETUA PENGARAH KASTAM MALAYSIA
 - Lawati cawangan ejen bank berikut untuk membuat pembayaran: RHB, Maybank, CIMB, Public Bank, Hong Leong, Alliance Islamic Bank & Bank Islam
 - Pos Bayaran Kepada: JABATAN KASTAM DIRAJA MALAYSIA/ PUSAT PEMROSESAN GST, ARAS 1, BLOK A, KOMPLEKS KASTAM WPKL, JALAN SS 6/3, KELANA JAYA, 47300, PETALING JAYA, SELANGOR

1.2 File A Return (GST - 03) - For Taxpayers Who Do Not Have Accounting Software

1. Login ID (email address).
2. Password (specified during registration).
3. Click [Logon](#) button.

Not everything gets taxed, basic necessities are still free of GST

Why Should I Sign Up?

Language

English

Malay

Login

Email Address

Password

Forgot My Password

Logon Sign up

Manage Registrations

- Register For GST
- Retrieve Saved Request
- Lookup Registration Status
- Apply for Registration Exemption
- Apply for Flat Rate Scheme
- File GST Non-Registrant Declaration
- Lookup GST Status
- Manage Advance Ruling

4. **Customer Springboard** screen will display taxpayer information.
5. Click [\[Account Id\]](#) hyperlink.

The screenshot displays the Customer Springboard interface for MBN ENGINEERING SERVICE SDN BHD. The page includes a navigation menu on the left, a header with the company name and 'Log Off' button, and a main content area with tabs for ACCOUNTS, REQUESTS, NOTICES, and LETTERS. A table titled 'MY ACCOUNTS' is visible, with the 'Account Id' 000884441088 circled in red.

Account Id	Account Type	Name	Frequency	Address	Balance(RM)
000884441088	Goods and Services	MBN ENGINEERING SERVIC	Monthly	5A, JLN KEBUN NENAS 1N/K:	0.00

6. **Account Springboard** screen will display taxpayer account information.
7. Click [\[Periods\]](#) tab.
8. Click [\[File Now\]](#) hyperlink to file return for desired taxable period.

The screenshot displays the Account Springboard interface. On the left, there is a navigation menu with options like Home, Back, TRN, and Registration. The main area is divided into sections: GOODS AND SERVICES TAX, NAMES AND ADDRESSES, and I WANT TO... The table below shows the 'PERIODS REQUIRING ATTENTION' with columns for Period, Return Status, File Now, Pay, Tax (RM), Penalty (RM), Credit (RM), Balance (RM), and Messages. The 'File Now' link for the 30-Apr-2015 period is circled in red.

Period	Return Status	File Now	Pay	Tax (RM)	Penalty (RM)	Credit (RM)	Balance (RM)	Messages
30-Jun-2015	Generated	File Now	Pay	0.00	0.00	0.00	0.00	File Return
31-May-2015	Overdue	File Now	Pay	0.00	0.00	0.00	0.00	File Return
30-Apr-2015	Overdue	File Now	Pay	0.00	0.00	0.00	0.00	File Return

9. Click [Next] button: to continue to the next step.

Menu Log Off Import

Home Review Return Details Next Save and Finish Later Cancel

» Back

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000884441088
Goods and Services Tax Return

ABOUT THE SERVICE

- This service allows a registered Goods and Services taxpayer to declare their GST for the selected filing period.
- Your session will expire after 15 minutes of inactivity.

WHAT YOU NEED

- GST info for the selected filing period.

AFTER YOU FINISH

- Print the confirmation page for your records.
- If a payment is due, make a payment using TAP, a designated bank, or by mailing a cheque to the processing centre.

10. **Return Details** screen will require return information.

11. Fill in all required information.

Menu Log Off Import

Home Previous Return Details Next Save and Finish Later Cancel

» Back

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000884441088
Goods and Services Tax Return

GOODS AND SERVICES TAX RETURN

OUTPUT TAX

Total Value of Standard Rated Supply	RM	0.00
Total Output Tax (Inclusive of Tax Value on Bad Debt Recovered & other Adjustments)	RM	0.00

INPUT TAX

Total Value of Standard Rated Acquisition	RM	0.00
Total Input Tax (Inclusive of Tax Value on Bad Debt Relief & other Adjustments)	RM	0.00
GST Amount Payable	RM	0.00
GST Amount Claimable	RM	0.00

12. **Return Details** screen will require return information.

OUTPUT TAX	
Total Value of Standard Rated Supply	RM <input type="text" value="0.00"/>
Total Output Tax (Inclusive of Tax Value on Bad Debt Recovered & other Adjustments)	RM <input type="text" value="0.00"/> 

Note:

- i. For [\[Total Value of Standard Rated Supply\]](#):
 - State the actual total value of standard rated supply. You must declare the total value of standard rated supply (excluding the amount of GST) of all taxable supplies.
 - You do not need to declare the taxable supply of goods whereby no tax collected as suspended tax payments, relief given, block input tax or goods imported under the ATS scheme.
 - The value of goods or services that have been issued credit notes shall be subtracted from or received a debit notes shall be added in the standard rated supply, for example, goods returned for some reason.
- ii. For [\[Total Output Tax \(Supply X GST Rate\)\]](#):
 - State the actual output tax for supply made including deemed supply (inclusive of bad debt recovered and other adjustments).

13. **Return Details** screen will require return information.

INPUT TAX	
Total Value of Standard Rated Acquisition	RM <input type="text" value="0.00"/>
Total Input Tax (Inclusive of Tax Value on Bad Debt Relief & other Adjustments)	RM <input type="text" value="0.00"/> 

Note:

- i. For [\[Total Value of Standard Rated Acquisition\]](#):
 - State the actual total value of standard rated acquisition.
 - You do not need to declare the taxable supply of goods whereby no tax collected as suspended tax payments, relief given, block input tax or goods imported under the ATS scheme.
 - The value of goods or services that have been issued credit notes or received a debit notes shall be excluded from the standard rated supply in columns 6(a), for example, goods returned for some reason.
- ii. For [\[Total Input Tax \(Acquisition x GST Rate\)\]](#):
 - State the actual input tax (inclusive of bad debt relief and other adjustments).

14. **Return Details** screen will require return information.

GST Amount Payable	RM	<input type="text" value="0.00"/>
GST Amount Claimable	RM	<input type="text" value="0.00"/>

Note:

- i. For [\[GST Amount Payable\]](#):
 - Auto-calculated by system. If the amount of output tax greater than the input tax, the GST must be paid according to the return.
- ii. For [\[GST Amount Claimable\]](#):
 - Auto-calculated by system. If the amount of input tax greater than the output tax, the GST will be refunded.

15. **Additional Details** screen will require additional information.

16. Fill in all required information.

17. Click [\[Next\]](#) button: to continue to the next step

Goods and Services Tax Return

ADDITIONAL INFORMATION

Total Value of Local Zero-Rated Supplies	RM	<input type="text" value="0.00"/>
Total Value of Export Supplies	RM	<input type="text" value="0.00"/>
Total Value of Exempt Supplies	RM	<input type="text" value="0.00"/>
Total Value of Supplies Granted GST Relief	RM	<input type="text" value="0.00"/>
Total Value of Goods Imported Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
Total Value of GST Suspended Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
Total Value of Capital Goods Acquired	RM	<input type="text" value="0.00"/>
Bad Debt Relief	RM	<input type="text" value="0.00"/>
Bad Debt Recovered	RM	<input type="text" value="0.00"/>

18. **Additional Details** screen will require additional information.

Total Value of Local Zero-Rated Supplies	RM	<input type="text" value="0.00"/>
--	----	-----------------------------------

State the actual total value of local zero-rated supplies. (Exclusive Tax)

Total Value of Export Supplies	RM	<input type="text" value="0.00"/>
--------------------------------	----	-----------------------------------

State the actual total value of export supplies. (Exclusive Tax)

Total Value of Export Supplies shall state the value of all goods exported and services provided internationally by you according to the accounting period.

Total Value of Exempt Supplies	RM	<input type="text" value="0.00"/>
--------------------------------	----	-----------------------------------

State the actual total value of exempt supplies. (Exclusive Tax)

Exempt supplies are such as selling and leasing of residential property, land for agricultural and public use, public transport, health, private education or financial.

Total Value of Supplies Granted GST Relief	RM	<input type="text" value="0.00"/>
--	----	-----------------------------------

State the actual total value of supplies granted GST relief in the Goods and Services Tax (Relief) Order 2014. (Exclusive Tax)

Total Value of Goods Imported Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
--	----	-----------------------------------

State the actual total value of goods imported under Approved Trader Scheme. (Exclusive Tax)

Total Value of GST Suspended Under Approved Trader Scheme	RM	<input type="text" value="0.00"/>
---	----	-----------------------------------

State the actual total value of GST on import suspended under item 14. (Exclusive Tax)

Total Value of Capital Goods Acquired	RM	<input type="text" value="0.00"/>
---------------------------------------	----	-----------------------------------

State the actual total value of capital goods acquired. (Exclusive Tax)

Examples are purchase of lorry and office building.

Total Value of Bad Debt Relief Inclusive Tax	RM	<input type="text" value="0.00"/>
--	----	-----------------------------------

State the actual total value of bad debt relief. (Inclusive Tax)

Total Value of Bad Debt Recovered Inclusive Tax	RM	<input type="text" value="0.00"/>
---	----	-----------------------------------

State the actual total value of bad debt recovered. (Inclusive Tax)

19. **Industry Codes** screen will require major industry information.
20. Specify Value of Output Tax in accordance with major Industry Codes.
21. Click [\[Next\]](#) button: to continue to the next step.

MSIC Code	Value of Output Tax	Percentage
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
<input type="text"/>	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
Others	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>
Total	RM <input type="text" value="0.00"/>	<input type="text" value="0 %"/>

22. **Return Summary** screen will require applicant to review and verify information.
23. Review the application details.
(Note: Applicant can choose either to Submit the application or to Save and Finish Later)
24. To submit the application, Click [\[Submit\]](#) button.
25. Click [\[OK\]](#) button.

The screenshot displays the 'Return Summary' screen for a Goods and Services Tax Return. The interface includes a navigation menu on the left with options like 'Home', 'Back', 'TRN', and 'Navigation'. The main content area shows the title 'GOODS AND SERVICES TAX RETURN' and a subtitle 'GOODS AND SERVICES TAX RETURN FOR ACTIVITY FROM 01-APR-2015 TO 30-APR-2015'. Below this, there is a table of tax return details.

MSIC	Value of Output Tax	Percentage
17710	RM 600,000.00	100%
	RM 0.00	0%
Other	RM 0.00	0%
Total	RM 600,000.00	100%

26. Fill in [\[Password\]](#) field.
Note: Taxpayer is required to key in the password
27. Click [\[OK\]](#) button.

This will submit your 30-Apr-2015 Goods and Services Tax return to the Royal Malaysian Customs Department.

Are you sure you want to continue?

Password

Mandatory

OK Cancel



Note: The password is the same as TAP login password

28. **Confirmation** screen will display the return information.
29. Click [\[Print\]](#) button: to print the return information, the copy of filed return and voucher
or
30. Click [\[Print Acknowledgment Receipt\]](#) button: to print the acknowledgement receipt.
or
31. Click [\[OK\]](#) button: to return to the taxpayer's [\[Account Springboard\]](#).

Print Print Acknowledgment Receipt Make a Payment Ok

Menu Log Off

Home Your return has been submitted **successfully**.

» Back

Taxpayer Name	AMI CAR RENTAL SDN BHD
GST No.	000574062592
Filing Period	31-May-2015
Amount Due	RM 59,400.00
Due Date	30-Jun-2015
Submitted On	01-Jul-2015 23:13:14
Acknowledgment Receipt No.	1-105-887-232

TRN

Data: trainerzu

RunDate: 01-Jul-2015

Navigation

My Accounts
Act: 000574062592

Please print a copy of this receipt for record purposes. For further information and inquiries please visit our website www.gst.customs.gov.my or contact us at 03-78067200.



JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

GST - 03

PENYATA CUKAI BARANG DAN PERKHIDMATAN
GOODS AND SERVICES TAX RETURN

Pindaan
Amendment

BAHAGIAN A : BUTIRAN ORANG BERDAFTAR
PART A : REGISTERED PERSON DETAILS

1) No. CBP *
GST No. * 001613234176

2) Nama Perniagaan *
Name of Business * FLEET ENGINEERING SERVICES SDN BHD

BAHAGIAN B : BUTIRAN PENYATA
PART B : RETURN DETAILS

3) Tempoh Bercukai *
Taxable Period * Tarikh Mula
Start Date 01-Apr-2015
Tarikh Akhir
End Date 30-Jun-2015

4) Tarikh Akhir Serahan Penyata dan Bayaran *
Return and Payment Due Date * 31-Jul-2015

5) Cukai Output
Output tax Amaun (Amount)

a) Jumlah Nilai Pembekalan Berkadar Standard* Total Value of Standard Rated Supply*	RM	100,000.00
b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Baik dan Pelarasan lain)* Total Output Tax (Inclusive of Bad Debt Recovered and other adjustments)*	RM	6,000.00

6) Cukai Input /Input Tax

a) Jumlah Nilai Perolehan Berkadar Standard * Total Value of Standard Rated Acquisition *	RM	50,000.00
b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelarasan lain)* Total Input Tax (Inclusive of Bad Debt Relief and other adjustments) *	RM	3,000.00

7) CBP Kena Dibayar (Butiran 5b - Butiran 6b) *
GST Amount Payable (Item 5b - Item 6b) * RM 3,000.00

ATAU / OR

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) *
GST Amount Claimable (Item 6b - Item 5b) * RM 0.00

9) Adakah anda memilih untuk membawa ke hadapan pembayaran balik CBP?
Do you choose to carry forward refund for GST? Ya
Yes

BAHAGIAN C : MAKLUMAT TAMBAHAN
PART C : ADDITIONAL INFORMATION

10) Jumlah Nilai Pembekalan Tempatan Berkadar Sifar *
Total Value of Local Zero-Rated Supplies * RM 0.00

11) Jumlah Nilai Pembekalan Eksport *
Total Value of Export Supplies * RM 0.00

12) Jumlah Nilai Pembekalan Dikecualikan *
Total Value of Exempt Supplies * RM 0.00

13) Jumlah Nilai Pembekalan Diberi Pelepasan CBP *
Total Value of Supplies Granted GST Relief * RM 0.00

- 14) Jumlah Nilai Pengimportan Barang Dibawah Skim Pedagang Diluluskan *
Total Value of Goods Imported Under Approved Trader Scheme * RM 0.00
- 15) Jumlah Nilai CBP Import Digantung dibawah butiran 14 *
Total Value of GST Suspended under item 14 * RM 0.00
- 16) Jumlah Nilai Perolehan Harta Modal *
Total Value of Capital Goods Acquired * RM 0.00
- 17) Pelepasan Hutang Lapuk *
Bad Debt Relief * RM 0.00
- 18) Hutang Lapuk Dibayar Balik *
Bad Debt Recovered * RM 0.00
- 19) Pecahan Nilai Cukai Output mengikut Kod Industri Utama
Breakdown Value of Output Tax in accordance with the Major Industries Code

Kod (Code)	Nilai Cukai Output (Value of Output Tax)	Peratusan (Percentage)
45201	RM 6,000.00	100 %
	RM 0.00	0 %
	RM 0.00	0 %
	RM 0.00	0 %
	RM 0.00	0 %
Lain-lain Others	RM 0.00	0 %
JUMLAH TOTAL	RM 6,000.00	100 %

Voucher No.

Sila potong keratan ini dan sertakan bersama bayaran

Cukai Barang & Perkhidmatan
No. CBP: 001613234176
 FLEET ENGINEERING SERVICES SDN BHD
 LOT 11, LINGKARAN SULTAN MOHAMED 2
 42000 PELABUHAN KLANG
 SELANGOR

Jumlah Yang Perlu Dibayar : 3,000.00
Tempoh : 30-06-2015

Jumlah Bayaran : RM

Nombor Baucar : 5023334408

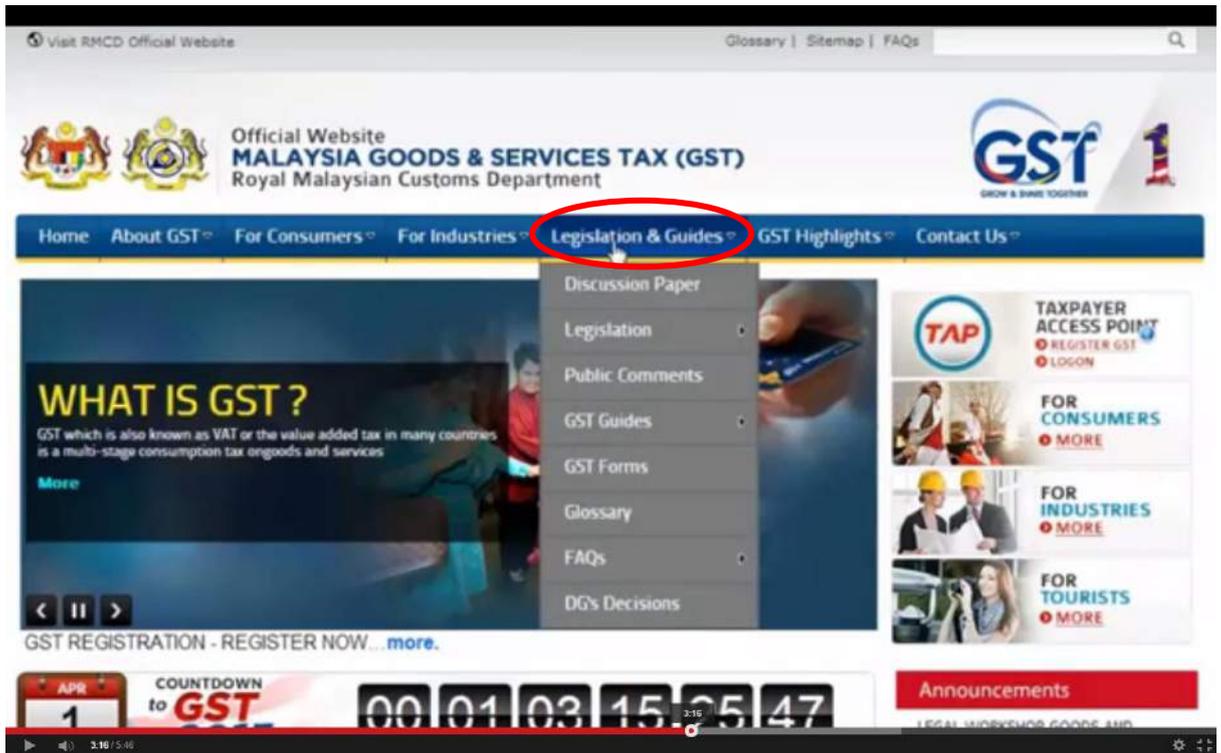
Untuk Kegunaan Pejabat

RTNPM

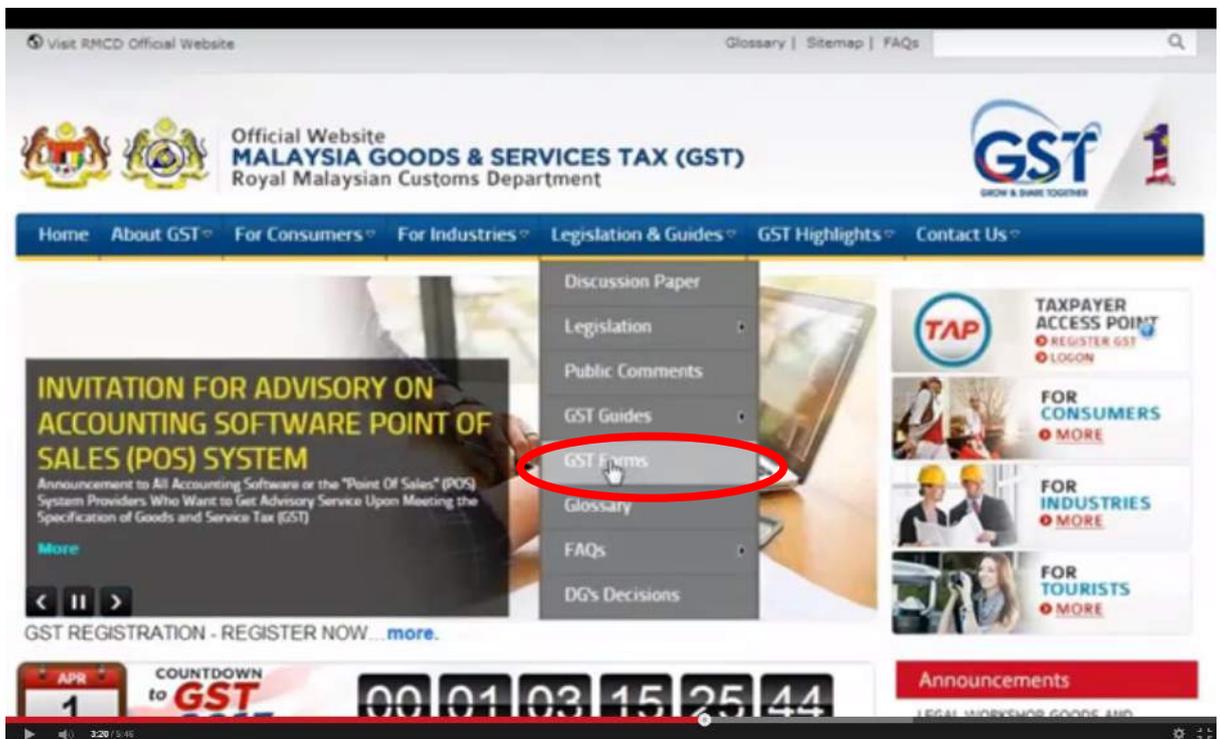
- Untuk pembayaran secara elektronik, sila layari: <https://gst.customs.gov.my/TAP>
 - Bayaran Melalui Cek dan Bank Draft hendaklah di atas nama KETUA PENGARAH KASTAM MALAYSIA
 - Lawati cawangan ejen bank berikut untuk membuat pembayaran: RHB, Maybank, CIMB, Public Bank, Hong Leong, Alliance Islamic Bank & Bank Islam
 - Pos Bayaran Kepada: JABATAN KASTAM DIRAJA MALAYSIA/ PUSAT PEMROSESAN GST, ARAS 1, BLOK A, KOMPLEKS KASTAM WPKL, JALAN SS 6/3, KELANA JAYA, 47300, PETALING JAYA, SELANGOR

1.3 File A Return (GST - 03) – File Manually

1. Click [[Legislations & Guides](#)].



2. Select the menu [[GST Forms](#)].



- List of GST form will be displayed. Select no. 5 (referring to Goods and Services Tax Return) and click the [\[Download\]](#) button on the right to download the GST – 03 form.

Legislation & Guides

Discussion Paper

Legislation

GST Act 2014 >

GST Regulations 2014 >

GST Orders >

Public Comments

GST Guides

General Guide >

Industry Guides >

Specific Guides >

Accounting Software Guide >

GST Forms

Last Updated : 3/10/2014 10:54

No.	Form No.	Form Description	
1	GST - 01 Download GST-01 Guidelines here	PERMOHONAN PENDAFTARAN CUKAI BARANG DAN PERKHIDMATAN <i>Application For Goods And Services Tax Registration</i>	Download
2	GST - 02	PERMOHONAN PENDAFTARAN KUMPULAN / USAHA SAMA <i>Application For Group / Joint Venture Registraton</i>	Download
3	GST - 2A	PENDAFTARAN ANGGOTA KUMPULAN / PENGUSAHA USAHA SAMA <i>Group Member / Venturer Registration</i>	Download
4	GST - 2B	NOTIS PERTUKARAN ANGGOTA WAKIL / PENGENDALI USAHA SAMA DAN PENAMATAN ANGGOTA KUMPULAN / PENGUSAHA USAHA SAMA <i>Notice Of Change Of Representative Member / Venture Operator And Removal Of Group Member / Venturer</i>	Download
5	GST - 03 Download GST-03 Guidelines here	PENYATA CUKAI BARANG DAN PERKHIDMATAN <i>Goods And Services Tax Return</i>	Download
6	GST - 04	PERISYTTIHARAN CUKAI BARANG DAN PERKHIDMATAN OLEH ORANG SELAIN ORANG KEHA CUKAI <i>Goods And Services Tax Declaration By Person Other Than A Taxable Person</i>	Download

- Goods and Services Tax GST - 03 Return form will appear. Read the **Important Notice** before fill in the form.

JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

GST - 03

PENYATA CUKAI BARANG DAN PERKHIDMATAN
GOODS AND SERVICES TAX RETURN

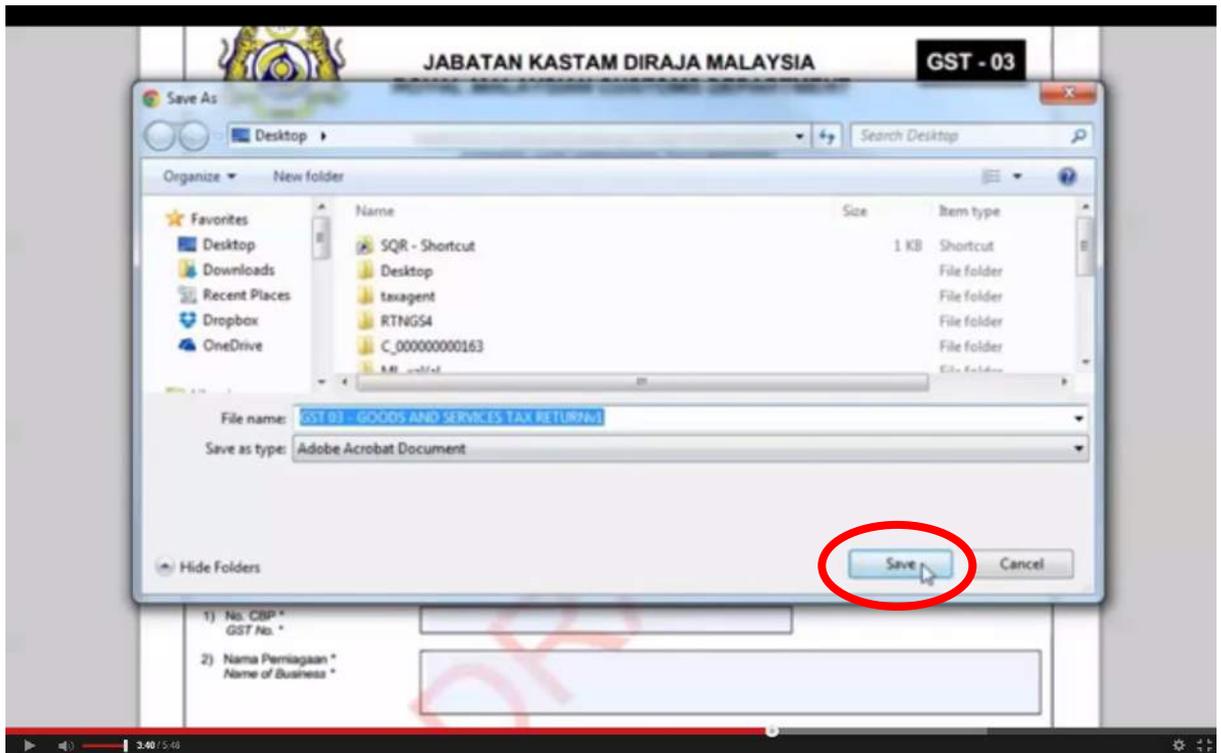
Nota Penting (Important Notes)

- Sila taip semua isi data yang diminta menggunakan HURUF BESAR.
Please type in using BLOCK LETTERS.
- Sila rujuk Buku Panduan Mengisi Borang Cukai Barang dan Perkhidmatan (CBP).
Please refer to Goods and Services Tax (GST) Forms Guide.
- Ruangan yang bertanda (*) adalah wajib diisi.
Column with () is a mandatory field.*
- Sila tandakan (X) dalam petak yang berkenaan.
Please tick (X) accordingly.
- Sekiranya mengiklir nilai sifar, sila isi angka "0".
If declaring a zero amount, please fill in "0".
- Sila hubungi Pusat Panggilan Kastam di talian 1-300-88-8500 / 03-78067200 atau emel ccc@customs.gov.my untuk pertanyaan lanjut.
Please contact Customs Call Center at 1-300-88-8500 / 03-78067200 or email ccc@customs.gov.my for further enquiry.

Pindaan
Amendment

BAHAGIAN A : BUTIRAN ORANG BERDAFTAR
PART A : REGISTERED PERSON DETAILS

5. Click the [\[Save\]](#) button to save the GST - 03 form either in the desktop, in the document or in pendrive before fill in the form.



6. Please **TYPE** in GST – 03 form using **BLOCK LETTERS**. Complete Part A, Part B, Part C and Part D.

The screenshot shows the 'Pindaan Amendment' section of the GST-03 form. The form is divided into two main sections: 'BAHAGIAN A : BUTIRAN ORANG BERDAFTAR' (PART A : REGISTERED PERSON DETAILS) and 'BAHAGIAN B : BUTIRAN PENYATA' (PART B : RETURN DETAILS). Both sections are circled in red. The form includes fields for No. CBP/GST No., Name of Business, Taxable Period, and Output Tax.

BAHAGIAN A : BUTIRAN ORANG BERDAFTAR PART A : REGISTERED PERSON DETAILS	
1) No. CBP * GST No. *	001844707328
2) Nama Perniagaan * Name of Business *	BRILLIANCE INFORMATION SDN. BHD.

BAHAGIAN B : BUTIRAN PENYATA PART B : RETURN DETAILS	
3) Tempoh Bercukai * Taxable Period *	Tarikh Mula Start Date 01-01-2014 HH(JJ) - BB(JJ) - TTTT(YYYY)
	Tarikh Akhir End Date 30-06-2014 HH(JJ) - BB(JJ) - TTTT(YYYY)
4) Tarikh Akhir Serahan Penyata dan Bayaran * Return and Payment Due Date *	31-07-2014 HH(JJ) - BB(JJ) - TTTT(YYYY)
5) Cukai Output Output Tax	Amaun (Amount)
a) Jumlah Nilai Pembekalan Berkadar Standard * Total Value of Standard Rated Supply *	RM 0.00
b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Balik dan	RM

No. CBP * 001844707328
GST No. *

6) Cukai Input / Input Tax Amaun (Amount)

a) Jumlah Nilai Perolehan Berkadar Standard *
Total Value of Standard Rated Acquisition * RM 100,000.00

b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelepasan lain) *
Total Input Tax (Inclusive of Bad Debt Relief & other Adjustments) * RM 6,000.00

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) *
GST Amount Payable (Item 5b - Item 6b) * RM 0.00

ATAU / OR

8) Amaun CBP Boleh Dibayar (Butiran 6b - Butiran 5b) *
GST Amount Claimable (Item 6b - Item 5b) * RM 0.00

9) Adakah anda memilih untuk membawa ke hadapan pembayaran balik CBP?
Do you choose to carry forward refund for GST? Ya / Yes Tidak / No

BAHAGIAN C : MAKLUMAT TAMBAHAN
PART C : ADDITIONAL INFORMATION

Amaun (Amount)

10) Jumlah Nilai Pembekalan Tempatan Berkadar Sifar *
Breakdown Value of Zero-Rated Local Supplies * RM 0.00

No. CBP * 001844707328
GST No. *

19) Pecahan Nilai Cukai Output mengikut Kod Industri Utama
Breakdown Value of Output Tax in accordance with the Major Industries Code

Kod (Code)	Nilai Cukai Output (Value of Output Tax)	Peratusan (Percentage)
01111	RM 2,000.00	100 %
	RM	%
	RM	%
	RM	%
	RM	%
Lain-lain Others	RM 4000.00	%
JUMLAH TOTAL	RM 2,000.00	100%

BAHAGIAN D : AKUAN
PART D : DECLARATION

Saya, dengan ini mengaku bahawa maklumat dinyatakan dalam borang ini adalah benar, betul dan lengkap.
I, hereby declare that the information stated in this form are true, correct and complete.

20) Nama Orang Diberi Kuasa *
Name of Authorized Person *

TOTAL

**BAHAGIAN D : AKUAN
PART D : DECLARATION**

Saya, dengan ini mengaku bahawa maklumat dinyatakan dalam borang ini adalah benar, betul dan lengkap.
(I, hereby declare that the information stated in this form are true, correct and complete.)

20) Nama Orang Diberi Kuasa *
Name of Authorized Person * **HUSNA ATHIRAH BT AMALI**

21) No. Kad Pengenalan
Identity Card No. Baru (New) * **800202-02-4556** Lama (Old)

22) No. Pasport *
Passport No. *
Wajib untuk warga negara asing (Mandatory for foreign citizen)

23) Kewarganegaraan
Nationality

24) Tarikh
Date **01-04-2014**
HH (DD) - BB (MM) - TTTT (YYYY)

25) Tandatangan *
Signature *

UNTUK KEGUNAAN PEJABAT (FOR OFFICE USE ONLY)

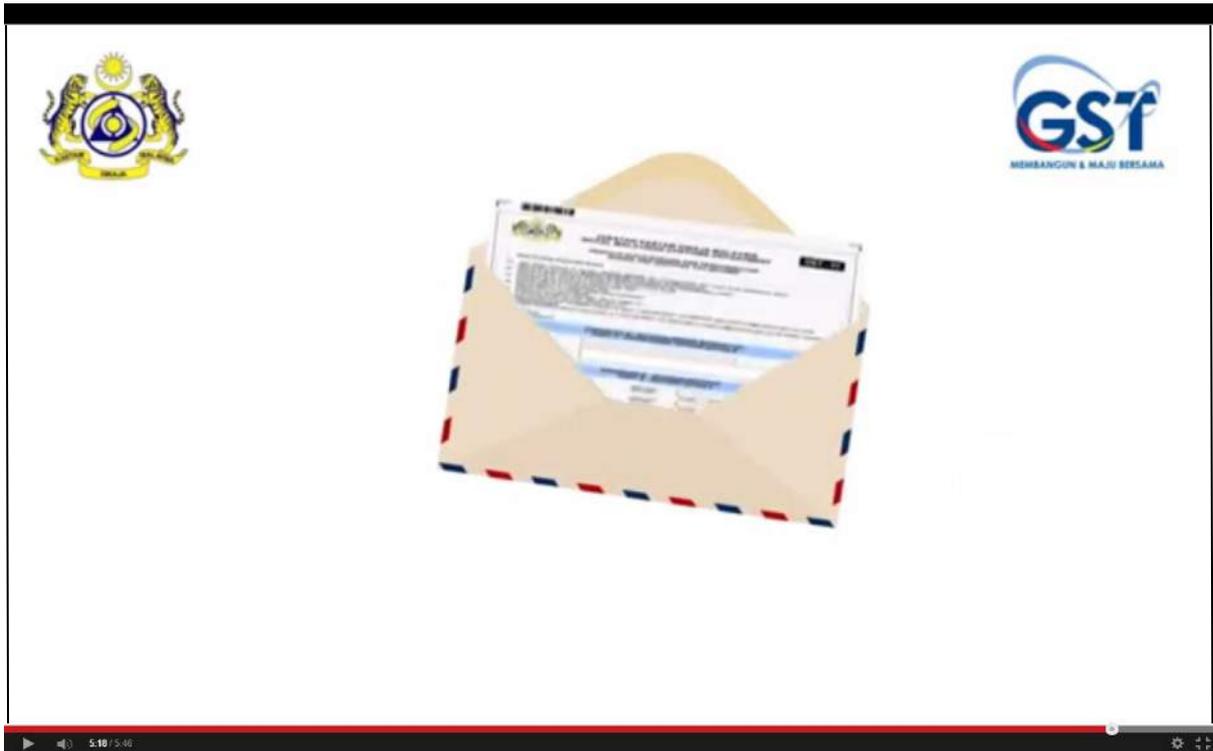
Tarikh Diterima *
Received Date *
HH (DD) - BB (MM) - TTTT (YYYY)

Tarikh Cop Pos *
Postmark Date *
HH (DD) - BB (MM) - TTTT (YYYY)

7. Once completed, the form must be printed.



8. Put it in an envelope.



9. Post it to the following address.

