 <p>JABATAN KASTAM DIRAJA MALAYSIA</p>	User Manual	
	Doc Ref : EITS/CMMI/ENG/RSD/UM	Version : 1-1
	Doc ID: SST_UM_v1-1	Page No : 3

2. Procedure to Login Return & Payment

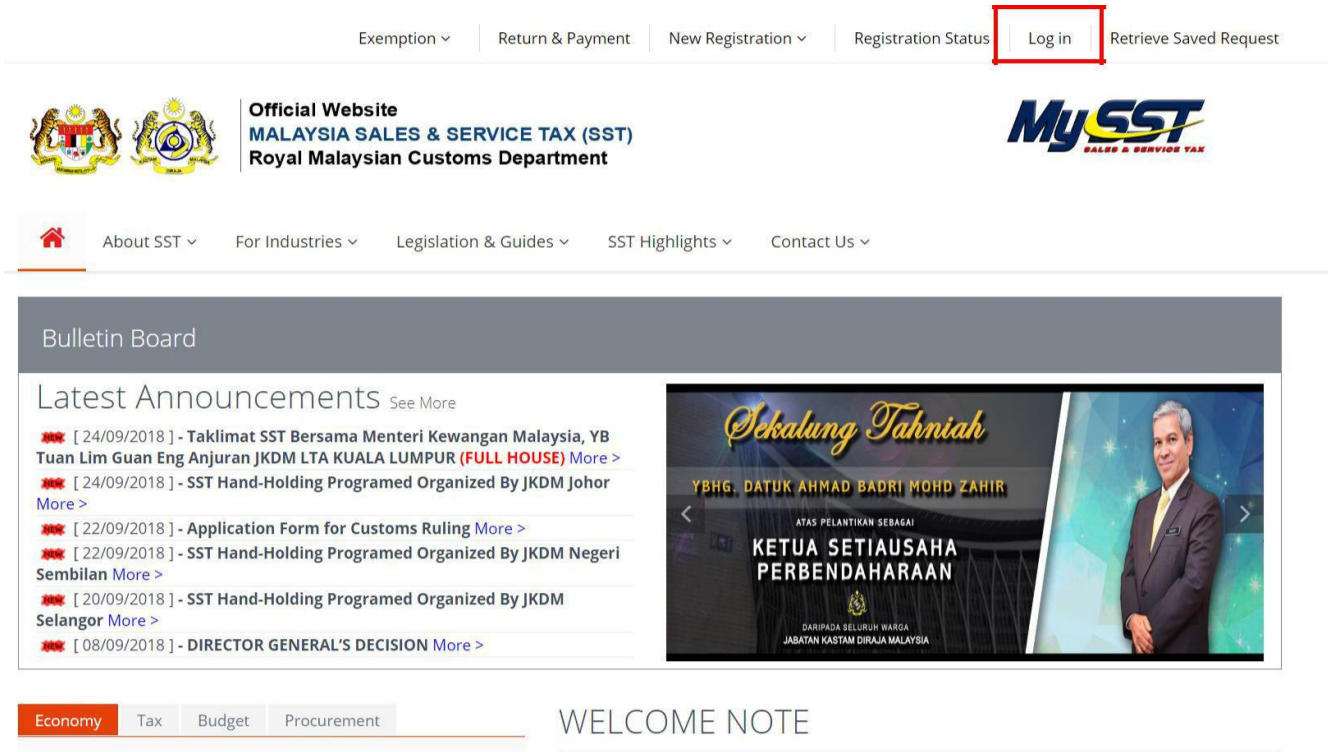
There are two option to login to Return & Payment:

- i. *Login to MySST and click Return & Payment Menu to access the page to file a Return and make a payment*
- ii. *Login directly to MySST Return and Payment Module page*

- i. *Login to MySST and click Return & Payment Menu to access the page to file a Return and make a payment*

2.1. First Option

1. Open MySST Main Page (<https://www.mysst.customs.gov.my>) and click [Log in]



Exemption ▾ | Return & Payment | New Registration ▾ | Registration Status | **Log in** | Retrieve Saved Request







Official Website
MALAYSIA SALES & SERVICE TAX (SST)
Royal Malaysian Customs Department

MySST
SALES & SERVICE TAX

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Sekalung Tahniyah
YBHG. DATUK AHMAD BADRI MOHD ZAHIR
ATAS PELANTIKAN SEBAGAI
**KETUA SETIAUSAHA
PERBENDAHARAAN**
DARIPADA SELURUH WARGA
JABATAN KASTAM DIRAJA MALAYSIA

Economy | Tax | Budget | Procurement

WELCOME NOTE

Figure 1.1: Main Page

- 2. Key in valid SST Number, User ID and password to login to the system
- 3. Click [Log in] button

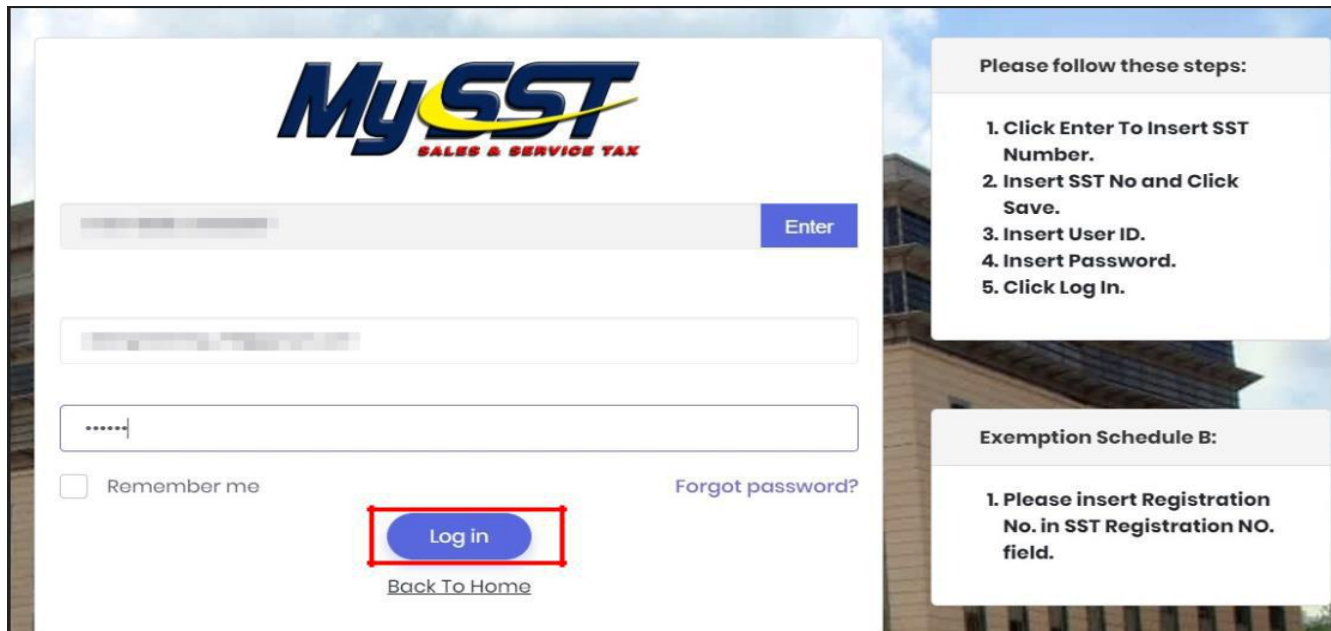


Figure 1.2: Log in

4. Public user dashboard displayed. Click [Return & Payment] menu

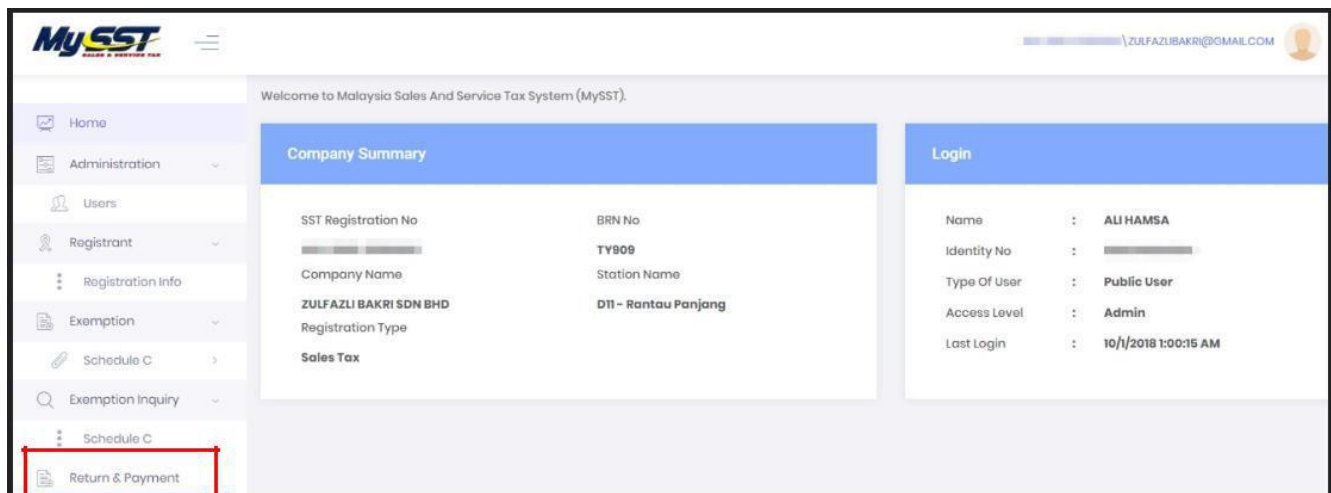


Figure 1.3: Public User Dashboard

5. User ID and SST Number will be populated automatically. Enter password only to access Return & Payment module page
6. Click [Login] button

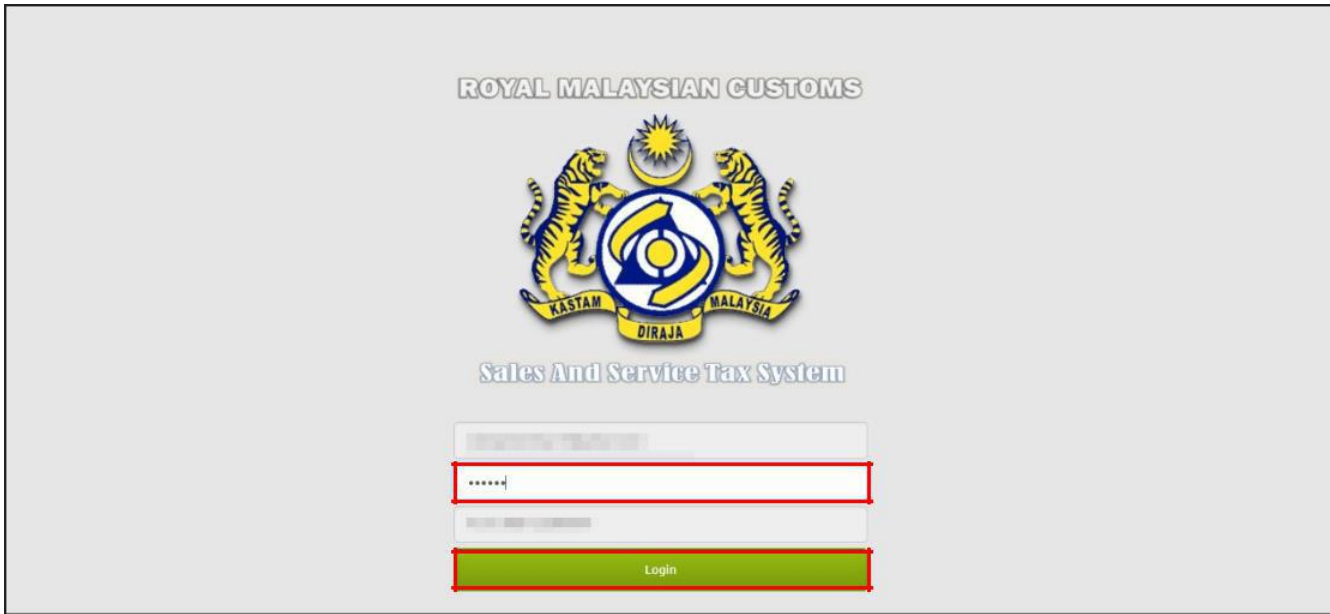


Figure 1.4: Login Return & Payment

7. Return & Payment Homepage displayed

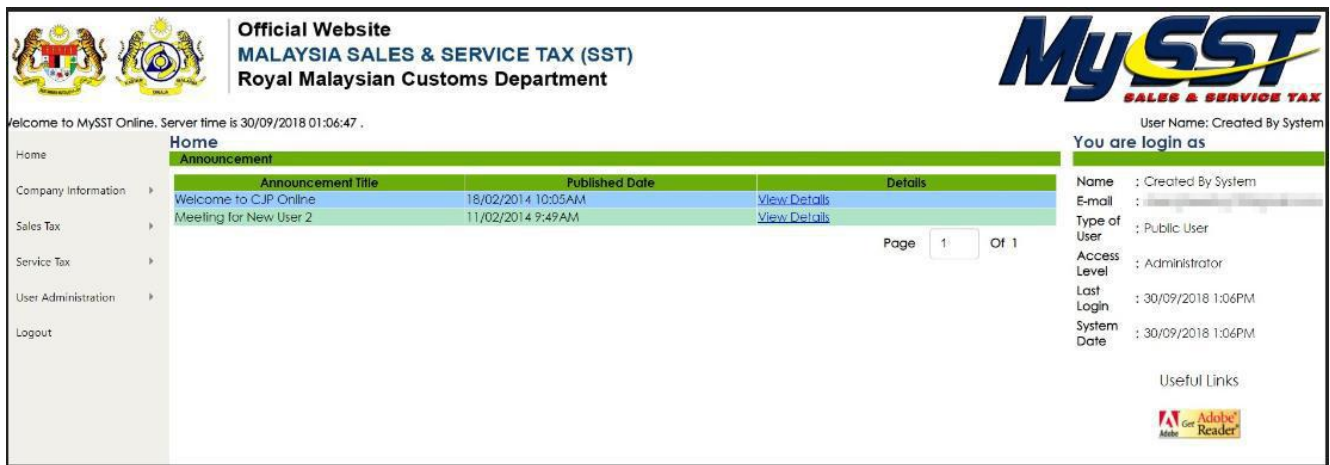



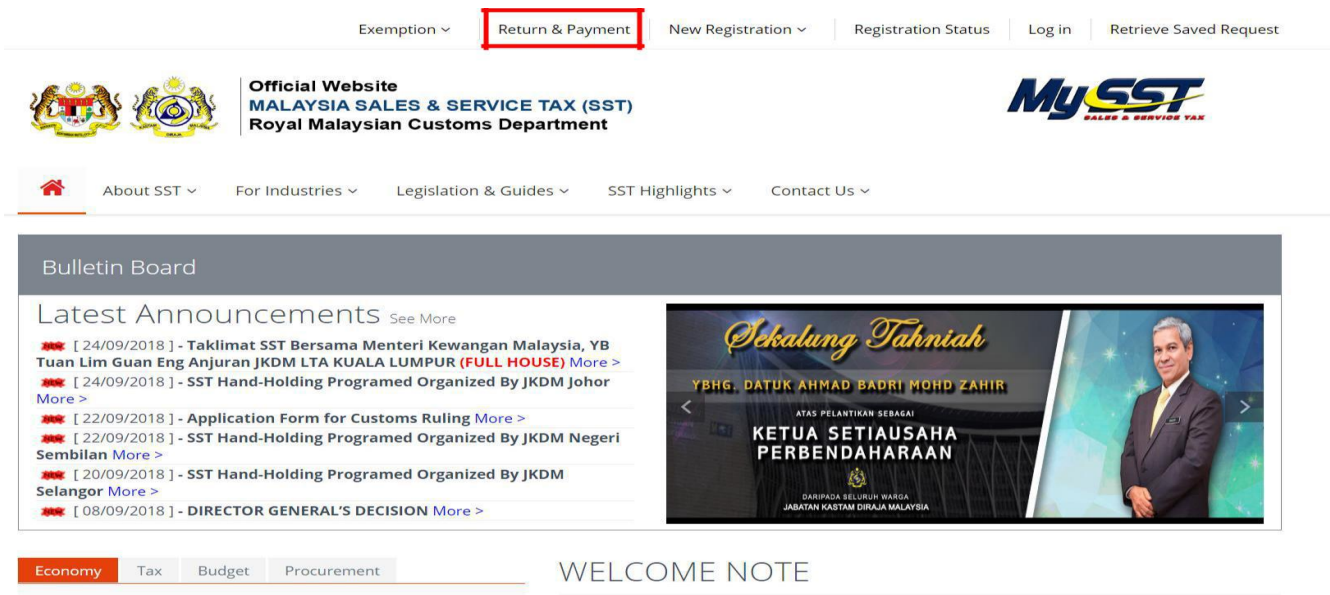
Figure 1.5: Return & Payment Homepage

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2.2. Second Option

ii. *Main page>Return & Payment>Insert User ID, Password and SST No. to Login Return and Payment*

1. Open MySST Main Page (<https://www.mysst.customs.gov.my>) and click [Return & Payment]



The screenshot shows the MySST website interface. At the top, there is a navigation bar with the following items: Exemption, **Return & Payment** (highlighted with a red box), New Registration, Registration Status, Log in, and Retrieve Saved Request. Below this is the official website logo for Malaysia Sales & Service Tax (SST) and the MySST logo. A secondary navigation bar includes: Home, About SST, For Industries, Legislation & Guides, SST Highlights, and Contact Us. The main content area features a 'Bulletin Board' section with 'Latest Announcements' and a large banner for 'Sekalung Tahniah' (Congratulations) to YBhg. Datuk Ahmad Badri Mohd Zahir, Chairman of the Board of Directors of the Royal Malaysian Customs Department.

Figure 1.6: Main Page

2. Key in valid SST Number, User ID and password to login to the system
3. Click [Log in] button

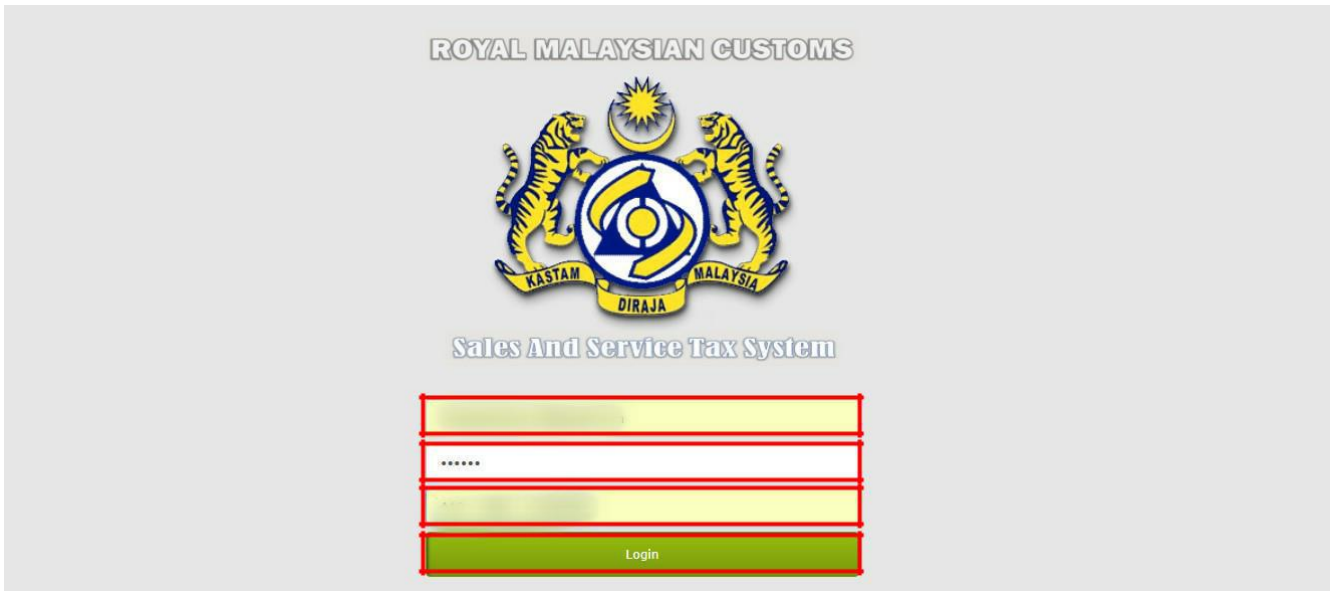


Figure 1.7: Login Return & Payment

4. Return & Payment Homepage displayed

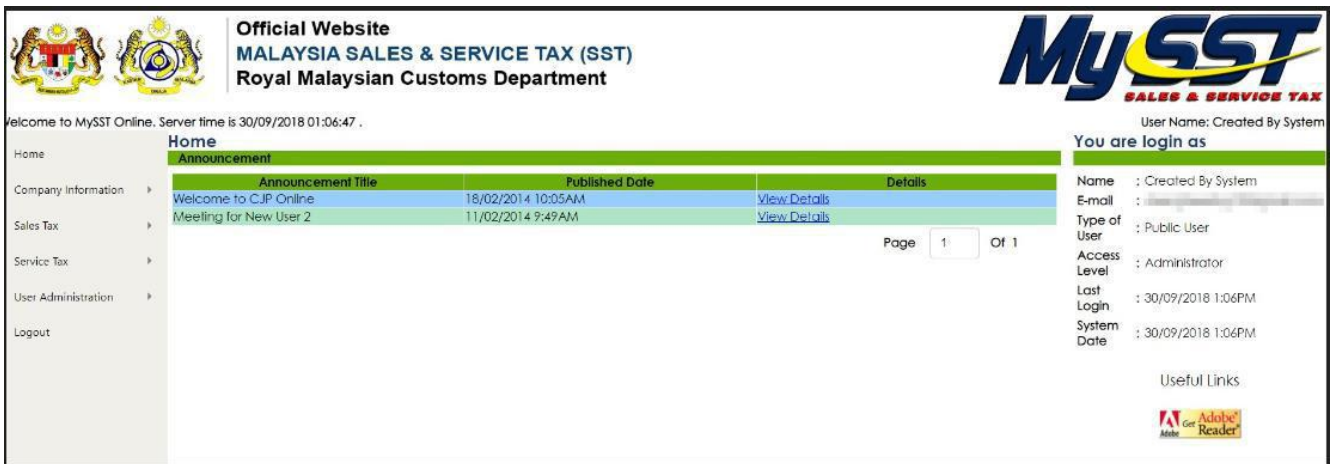


Figure 1.8: Return & Payment Homepage



To View Available Active License for the Company

1. Click Menu [*Home*] (Figure 1.9)

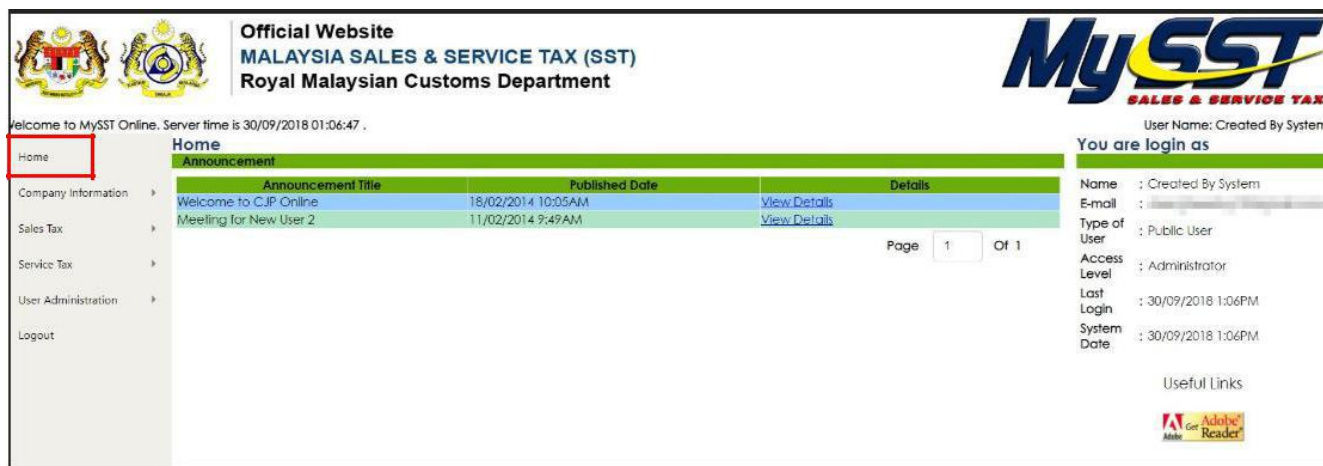


Figure 1.9: Home

2. Click Menu [*Company Information*] to view [*Company Profile*]. (Figure 2.0)
3. Select the radio button of the licence you want to view. Click [*View Detail*] button. (Figure 2.0)

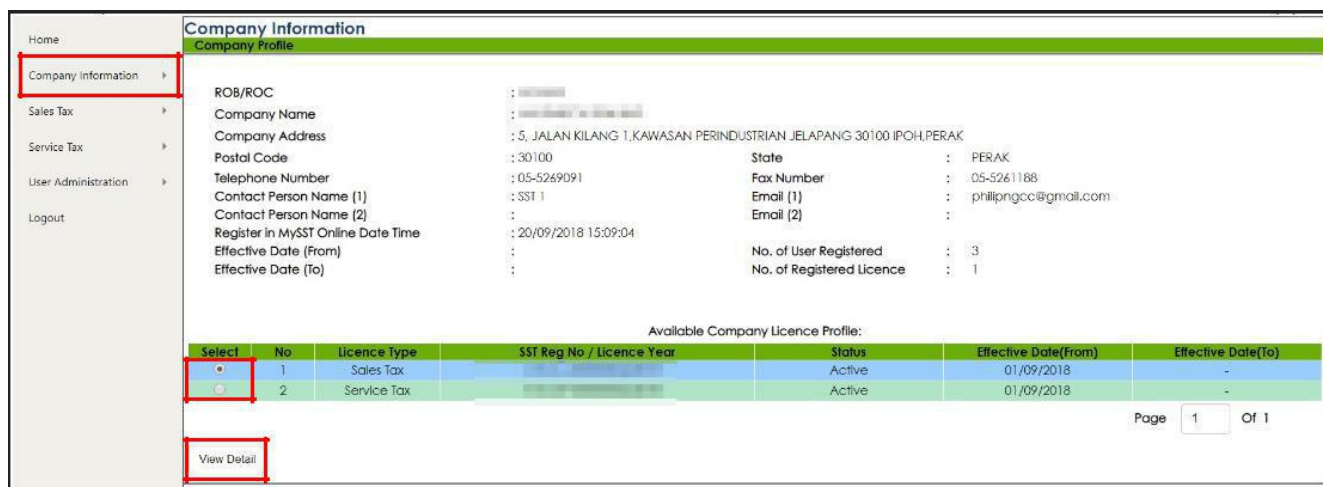


Figure 2.0 – Company Profile page

