

3.2. To Submit Sales Tax Return

1. Click Menu [*Sales Tax*] to view [*Sales Tax Licence Information*]. (Figure 2.3)

Sales Tax

Sales Tax Licence Information

SST SMK No. : Company Name : BRN : Date Registered : Date Approved : Effective Date : Premise Address : Tel No. : Last SST-02 Date : Exemption Schedule C (Yes/No) : Current Credit Value :	SST Station : SST Registration No. : Date Applied : Approved By : Industry : Company Address : Tel No. : Next SST-02 Date : Manufacturing Date : ECM Date / EOY Date :
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Available Tax Schedule Year: 2018 Backward Forward

Select	No	TAXABLE PERIOD	DUE DATE	RECEIVED DATE	RECEIPT AMT	RECEIPT NO	SST-02 No	STATUS
<input checked="" type="radio"/>	1	01/01/2018 to 28/02/2018	31/03/2018	02/10/2018			A10-900050/1809	Submitted
<input type="radio"/>	2	01/03/2018 to 30/04/2018	31/05/2018				A10-900070/1809	Draft
<input type="radio"/>	3	01/05/2018 to 30/06/2018	31/07/2018					
<input type="radio"/>	4	01/07/2018 to 31/08/2018	01/10/2018					
<input type="radio"/>	5	01/09/2018 to 30/09/2018	31/10/2018					
<input type="radio"/>	6	01/10/2018 to 30/11/2018	31/12/2018					
<input type="radio"/>	7	01/12/2018 to 31/01/2019	28/02/2019					

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View Detail

Note: To submit a new taxable period, please select the correct taxable period radio button above and then click the [Next] button. The radio button will be enable on the next day after the end of that taxable period. To view/edit/submit/pay the Taxable period, please click on the SST-02 No. link.

Figure 2.3 – Sales Tax Return Licence Information



2. Click [View Detail] button (Figure 2.3)

3. Click [Add Goods] button to add details to goods information. (Figure 2.4)

Sales Tax Return

SST Name: [Redacted]
 SST No: A10-P00070/1809
 Station Name: A10-Icon
 Taxable Period: From 01/03/2018 To 30/04/2018
 Due Date: 31/03/2018
 Declared By Name: SST 1
 No: 740219142001
 Date Registered (System): 24/09/2018 8:16:30
 Date Declared (Received/ Submit):
 Form Status: Draft
 Receipt No:
 Receipt Date:
 Receipt Amount: 0.00
 Balance:
 BOG Ref No.:
 BOG Date:
 BOG Amount: 0.00
 Remark:

Total Taxable Sales: 28,000.00
 Total Value of Tax Payable: 600.00
 Amount of Tax Deducted From Credit Note (13): 800.00 (Nil Leave if blank if you DO NOT have Credit Note)
 Previous Credit Balance: 0.00
 Total Tax Payable Before Penalty: 100.00
 Penalty Rate: -40.00%
 Penalty Amount: -40.00
 Total Tax Payable Inclusive Penalty: 140.00
 SST QR Registered By IC: 740219142001
 Registered Name: SST 1

Schedule C (Raw Materials / Packaging / Components)
 Item 1 and 2 (18b3b): 100.00
 Item 3 and 4 (18b3b): 2.00
 Item 5 (18b3b): 3.00
 Part E (Purchase Under The Schedule C, Sales Tax)
 Item 1 and 2 (19): 4.00
 Item 3 and 4 (20): 5.00
 Item 5 (21): 6.00

Add Goods Edit Delete

Select	No.	Tariff Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Leased Amt	Work Done	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
<input type="checkbox"/>	1	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	3,000.00	4,000.00	10,000.00	0.00%		0.00
<input type="checkbox"/>	2	0208.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	6,000.00	5.00%		300.00
<input type="checkbox"/>	3	0208.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	6,000.00	5.00%		300.00
<input type="checkbox"/>	4	8800.00.008	AIRCRAFT SPARES	2,000.00	2,000.00	0.00	2,000.00	6,000.00	0.00%		0.00

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Back Print SST-Q2 Clear Save

Note: Reset Button is used to reset status from Submitted to Draft. If you reset after due date, you will get penalty on your Tax Return. Not allow to reset if status is Paid or have pending payment request.
 Total Tax Payable inclusive Penalty amount that ends in 1, 2, 6 and 7 sen to be rounded downwards and 3, 4, 8 and 9 sen to be rounded upwards to the nearest multiple of 5 sen. Refer to BNM Guideline.

Figure 2.4: Sales Tax Return

Search For Tariff Code pop up displayed (Figure 2.5). Select any hyperlink of tariff code and will proceed to (Figure 2.6)

Search For Tariff Code

Tariff Code: [Input Field] Product Description: [Input Field] Search

Fill in the above information and click Search

1 - 5 in 5 are displayed

No.	Tariff Code	Description	Tax Type	Tax Rate
1	0101.25.000	OTHER	A (Ad-voterum)	0.00%
2	0208.40.100	FOOD	A (Ad-voterum)	5.00%
3	0208.40.100	FOOD	A (Ad-voterum)	5.00%
4	8430.69.000	CREATED BY SYSTEM	A (Ad-voterum)	0.00%
5	8800.00.008	AIRCRAFT SPARES	A (Ad-voterum)	0.00%

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Close Clear

Figure 2.5: Search For Tariff Code



No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (B)	Value of Goods Own Use / Disposed (B)	Value of Work Performed (B)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	0208-40-100	FOOD	1,000.00	200,000,000.00	3,000.00	200,004,000.00	6.00%		10,001,700.00
2	0101-29-000	OTHER	10,000.00	2,000.00	3,000.00	15,002.00	0.00%		0.00
3	8430-62-000	CREATED BY SYSTEM	1,000.00	20,000.00	3,000.00	24,003.00	0.00%		0.00
4	0208-40-100	FOOD	0.00	0.00	0.00	0.00	0.00%		0.00

Figure 2.6 – Sales Tax Return (Draft) Detail

4. Fill in the detail information before click [Add] button. (Figure 2.6)

No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (B)	Value of Goods Own Use / Disposed (B)	Value of Work Performed (B)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	0208-40-100	FOOD	1,000.00	200,000,000.00	3,000.00	200,004,000.00	6.00%		10,001,700.00
2	0101-29-000	OTHER	10,000.00	2,000.00	3,000.00	15,002.00	0.00%		0.00
3	8430-62-000	CREATED BY SYSTEM	1,000.00	20,000.00	3,000.00	24,003.00	0.00%		0.00
4	0208-40-100	FOOD	0.00	0.00	0.00	0.00	0.00%		0.00
5	0101-29-000	OTHER	0.00	0.00	0.00	0.00	0.00%		0.00

Figure 2.7: Sales Tax Return (Draft) detail

5. Record Created message displayed (Figure 2.7)

No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (B)	Value of Goods Own Use / Disposed (B)	Value of Work Performed (B)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	0208-40-100	FOOD	1,000.00	200,000,000.00	3,000.00	200,004,000.00	6.00%		10,001,700.00
2	0101-29-000	OTHER	10,000.00	2,000.00	3,000.00	15,002.00	0.00%		0.00
3	8430-62-000	CREATED BY SYSTEM	1,000.00	20,000.00	3,000.00	24,003.00	0.00%		0.00
4	0208-40-100	FOOD	0.00	0.00	0.00	0.00	0.00%		0.00
5	0101-29-000	OTHER	0.00	0.00	0.00	0.00	0.00%		0.00

Figure 2.8: Sales Tax Return (Draft) detail

6. If want to update, update the information and click [Update] button and Record Updated displayed (Figure 2.8)



Notes: There are two type of Sales Tax Return:

- i. Sales tax with tariff code of 5% tax rate and with tariff code of 10% tax rate**
- ii. Sales tax of petroleum**

7. Search Tariff Code with the filtering criteria before click [Search] button. (Figure 2.9)
8. Click on the hyperlink at the Tariff Code column. Click [Close] to return to previous screen. (Figure 2.9)

i. Sales tax with tariff code of 5% tax rate and with tariff code of 10% tax rate

Search For Tariff Code

Tariff Code Product Description

Fill in the above information and click Search

1 - 2 in 2 are displayed

No	Tariff Code	Description	Tax Type	Tax Rate
1	0208.40.100	FOOD	A (Ad-valorem)	5.00%
2	8430.69.000	CREATED BY SYSTEM	A (Ad-valorem)	0.00%

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Figure 2.9–Tariff Code Search Screen

9. Fill in the detail information before click [Add] button then Record Created message displayed. If want to update, update the information and click [Update] button and Record Updated will displayed. (Figure 3.0).

Sales Tax
Sales Tax Return (Draft)

MSG101 RECORD CREATED

Tariff Code : 020840100

Goods Description : FOOD

i. Value of Taxable Good Sold (R) : 0 v. Tax Rate % : 5.00

ii. Value of Goods For Own Use / Disposed (Y) : 0 vi. Quantity : Please Select

iii. Value of Work Performed (R) : 0 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (I+II+III) : 0 viii. Total Specific (iv * vii) : 0.00

ix. Total Tax Payable [(iv*vi) + viii] : 0

1 - 8 in 8 are displayed

No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (R)	Value of Goods Own Use / Disposed (Y)	Value of Work Performed (R)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	0208.40.100	FOOD	1,000.00	200,030,000.00	3,000.00	200,034,000.00	5.00%		10,001,700.00
2	0101.29.000	OTHER	10,000.00	2,000.00	3,000.00	15,000.00	0.00%		0.00
3	8430.69.000	CREATED BY SYSTEM	1,000.00	20,003.00	3,000.00	24,003.00	0.00%		0.00
4	0208.40.100	FOOD	0.00	0.00	0.00	0.00	5.00%		0.00
5	0101.29.000	OTHER	0.00	0.00	0.00	0.00	0.00%		0.00
6	0208.40.100	FOOD	0.00	0.00	0.00	0.00	5.00%		0.00
7	0101.29.000	OTHER	0.00	0.00	0.00	0.00	0.00%		0.00
8	0208.40.100	FOOD	0.00	0.00	0.00	0.00	5.00%		0.00

Total Taxable Sales : 200,073,005.00
Total Tax Amount : 10,001,700.00

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Figure 3.0: Sales Tax with Tariff Code of 5% tax rate



10. Fill in the detail information before click [Add] button then Record Created message displayed. If want to update, update the information and click [Update] button and Record Updated will displayed. (Figure 3.1)

Sales Tax
Sales Tax Return (Draft)

GM10N RECORD CREATED

Detail Sales Tax Return

Tariff Code : 020840100

Goods Description :

i. Value of Taxable Good Sold (8) : 2,000 v. Tax Rate % : 5.00

ii. Value of Goods For Own Use / Disposed (9) : 2,000 vi. Quantity : Please Select ▼

iii. Value of Work Performed (8) : 2,000 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 6,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable [(iv*vi) + viii] : 300.00

Detail Sales Tax Return Listing

1 - 4 in 4 are displayed

No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	10.00	0.00	0.00	10.00	0.00%		0.00
2	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	7,000.00	0.00%		0.00
3	0208.40.100	FOOD	1,000.00	2,000.00	300.00	3,300.00	5.00%		165.00
4	0208.40.100		2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00

Total Taxable Sales : 16,310.00
Total Tax Amount : 465.00

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Figure 3.1: Sales Tax with Tariff Code of 10% tax rate

ii. Sales tax of petroleum

Search For Tariff Code

Tariff Code HSCODE Description

Fill in the above information and click Search

1 - 10 in 19 are displayed

No	Tariff Code	Description	Tax Type	Tax Rate
1	2705.00.000	Coal gas, water gas, producer gas and similar gases, other than petroleum gases and other gaseous hydrocarbons.	A (Ad-volerum)	0.00%
2	2709.00.100	- Crude petroleum oils	A (Ad-volerum)	0.00%
3	2710.12.920	- - - - Other, petroleum spirit, having a flashpoint of less than 23 oC	S (Specific)	0.3000000 per LTR
4	2710.20.000	- Petroleum oils and oils obtained from bituminous minerals (other than crude) and preparations not elsewhere specified or included, containing by weight 70 % or more of petroleum oils or of oils obtained from bituminous minerals, these oils being the bas	S (Specific)	0.4000000 per LTR
5	2712.10.000	- Petroleum jelly	A (Ad-volerum)	0.00%
6	2713.20.000	- Petroleum bitumen	A (Ad-volerum)	0.00%
7	2713.90.000	- Other residues of petroleum oils or of oils obtained from bituminous minerals	A (Ad-volerum)	0.00%
8	3819.00.000	Hydraulic brake fluids and other prepared liquids for hydraulic transmission, not containing or containing less than 70% by weight of petroleum oils or oils obtained from bituminous minerals.	A (Ad-volerum)	10.00%
9	3824.71.100	- - - Transformer and circuit breaker oils, containing by weight less than 70% or of petroleum oils or of oils obtained from bituminous minerals	A (Ad-volerum)	10.00%
10	3824.74.100	- - - Transformer and circuit breaker oils, containing by weight less than 70% or of petroleum oils or of oils obtained from bituminous minerals	A (Ad-volerum)	10.00%

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Figure 3.2: Search For Tariff Code (Petroleum)



11. Fill in the detail information before click [Add] button then Record Created message displayed. If want to update, update the information and click [Update] button and Record Updated will displayed. (Figure 3.3)

Sales Tax
Sales Tax Return (Draft)
SM10N RECORD CREATED

Detail Sales Tax Return

Tariff Code : 271210000

Goods Description : petroleum jelly

i. Value of Taxable Good Sold (8) : 1,000.00 v. Tax Rate % : 0.00

ii. Value of Goods For Own Use / Disposed (9) : 1,000.00 vi. Quantity :

iii. Value of Work Performed (8) : 1,000.00 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 3,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*v) + viii) : 0

Detail Sales Tax Return Listing

1 - 6 in 6 are displayed

No	Tariff Code	Quantity/ Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	2712.10.000	PETROLEUM JELLY	1,000.00	2,000.00	4,000.00	10,000.00	0.00%		0.00
2	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
3	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
4	8800.00.008	AIRCRAFT SPARES	2,000.00	2,000.00	2,000.00	6,000.00	0.00%		0.00
5	2712.10.000	PETROLEUM JELLY	1,000.00	1,000.00	1,000.00	3,000.00	0.00%		0.00
6	2712.10.000	PETROLEUM JELLY	1,000.00	1,000.00	1,000.00	3,000.00	0.00%		0.00

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Total Taxable Sales : 34,000.00
Total Tax Amount : 600.00

Figure 3.3: After creation of Sales Tax Return (Draft) Detail (New Tariff Code for Petroleum)

Search For Tariff Code

Tariff Code HSCODE Description

Fill in the above information and click Search

1 - 10 in 11691 are displayed

No	Tariff Code	Description	Tax Type	Tax Rate
1	0101.21.000	-- Pure-bred breeding animals	A (Ad-valerum)	0.00%
2	0101.29.000	-- Other	A (Ad-valerum)	0.00%
3	0101.30.100	-- Pure-bred breeding animals	A (Ad-valerum)	0.00%
4	0101.30.900	-- Other	A (Ad-valerum)	0.00%
5	0101.90.000	-- Other	A (Ad-valerum)	0.00%
6	0102.21.000	-- Pure-bred breeding animals	A (Ad-valerum)	0.00%
7	0102.22.110	---- Oxen	A (Ad-valerum)	0.00%
8	0102.22.190	---- Other	A (Ad-valerum)	0.00%
9	0102.29.900	--- Other	A (Ad-valerum)	0.00%
10	0102.31.000	-- Pure-bred breeding animals	A (Ad-valerum)	0.00%

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Figure 3.4 - New HSCode Search Screen

12. Search New Tariff Code or HSCode with the filtering criteria before clicking the [Search] button. (Figure 3.4)



13. Click on the hyperlink at the Tariff Code column. Click [Close] button to return to previous screen (Figure 3.4)
14. Click on the [Add] button and message Record Created displayed (Figure 3.6). If mandatory field is not enter, it will be highlighted in red (Figure 3.5). Click [Back] button to return to previous screen. (Figure 3.5)

Sales Tax
Sales Tax Return (Draft)

GM53E Invalid 'HS TARIFF CODE'.

Detail Sales Tax Return

Tariff Code : XXXXXXXXXX

Goods Description :

i. Value of Taxable Good Sold (8) : v. Tax Rate % :

ii. Value of Goods For Own Use / Disposed (9) : vi. Quantity : Please Select ▼

iii. Value of Work Performed (8) : vii. Tax Rate Specific : per

iv. Total Value of Taxable Amount (i+ii+iii) : viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*vi) + viii) :

Detail Sales Tax Return Listing

1 - 4 in 4 are displayed

No	Tariff Code	Quantity/ Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	10.00	0.00	0.00	10.00	0.00%		0.00
2	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	7,000.00	0.00%		0.00
3	0208.40.100	FOOD	1,000.00	2,000.00	300.00	3,300.00	5.00%		165.00
4	0208.40.100		2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00

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Total Taxable Sales : 16,310.00
Total Tax Amount : 465.00

Figure 3.5–Mandatory Field for Sales Tax Return (Draft) Detail

Sales Tax
Sales Tax Return (Draft)

QUANTON RECORD CREATED.

Detail Sales Tax Return

Tariff Code : 020840100

Goods Description : FOOD

i. Value of Taxable Good Sold (8) : 2,000 v. Tax Rate % : 5.00

ii. Value of Goods For Own Use / Disposed (9) : 2,000 vi. Quantity : Please Select ▼

iii. Value of Work Performed (8) : 2,000 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 6,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*vi) + viii) : 300.00

Detail Sales Tax Return Listing

1 - 5 in 5 are displayed

No	Tariff Code	Quantity/ Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	10.00	0.00	0.00	10.00	0.00%		0.00
2	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	7,000.00	0.00%		0.00
3	0208.40.100	FOOD	1,000.00	2,000.00	300.00	3,300.00	5.00%		165.00
4	0208.40.100		2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
5	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00

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Total Taxable Sales : 22,310.00
Total Tax Amount : 765.00

Figure 3.6– After creation of Sales Tax Return (Draft) Detail (New Tariff Code)



Sales Tax
Sales Tax Return (Draft)
SIMION RECORD CREATED

Detail Sales Tax Return

Tariff Code : 010129000

Goods Description : other

i. Value of Taxable Good Sold (8) : 2,000 v. Tax Rate % : 0.00

ii. Value of Goods For Own Use / Disposed (9) : 2,000 vi. Quantity : Please Select

iii. Value of Work Performed (8) : 2,000 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 6,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*v) + viii) : 0

Detail Sales Tax Return Listing

1 - 6 in 6 are displayed

No	Tariff Code	Quantity / Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	10.00	0.00	0.00	10.00	0.00%		0.00
2	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	7,000.00	0.00%		0.00
3	0208.40.100	FOOD	1,000.00	2,000.00	300.00	3,300.00	5.00%		165.00
4	0208.40.100		2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
5	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
6	0101.29.000	OTHER	2,000.00	2,000.00	2,000.00	6,000.00	0.00%		0.00

Total Taxable Sales : 28,310.00
Total Tax Amount : 765.00

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Figure 3.7– After creation of Sales Tax Return (Draft) Detail (New HSCode)

Sales Tax
Sales Tax Return

SST Name :
SST SMK No. :
Taxable Period : From 01/01/2018 To 28/02/2018
Declared By Name : SST 1
Declared by IC/Passport No. :
Export / Special Area / Designated Area (18a) : 1.00
Schedule A (Class Of Person) (18b) : 22.00
Schedule B (Manufacturer of specific non taxable goods) (18c) : 33.00

SST-02 No. :
Station Name : A10 POK PERAK
Due Date : 31/03/2018
Date Registered (System) : 26/04/2018 21:24:28
Date Declare (Received/ Submit) :
Form Status : Draft
Receipt No. :
Receipt Date :
Receipt Amount :
Balance : 0.00
SOD Ref No. :
SOD Date :
SOD Amount : 0.00
Remark :

Total Taxable Sales : 10,310.00
Total Value of Tax Payable : 165.00
Amount of Tax Deducted From Credit Note (13) : 8.00
Previous Credit Balance : 0.00
Total Tax Payable Before Penalty : 160.00
Penalty Rate : 40.00%
Penalty Amount : 64.00
Total Tax Payable Inclusive Penalty : 224.00

SST-02 Registered by IC : 74231142001 Registered Name :
SST 1

Schedule C (Raw Materials / Packaging/ Components)

Part 5 (Purchase Under The Schedule C, Sales Tax)

Item 1 and 2 (18d) : 48.00
Item 1 and 2 (19) : 77.00
Item 3 and 4 (18e) : 55.00
Item 3 and 4 (20) : 88.00
Item 5 (18f) : 55.00
Item 5 (21) : 88.00

1 - 3 in 3 are displayed

Select	No	Tariff Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Work Done Amt	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
+	1	8430.69.000	CREATED BY SYSTEM	10.00	0.00	0.00	10.00	0.00%		0.00
+	2	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	0.00	4,000.00	0.00%		0.00
+	3	0208.40.100	FOOD	1,000.00	2,000.00	0.00	3,000.00	5.00%		165.00

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Note: Reset button is used to reset status from Submitted to Draft. If you reset after due date, you will get penalty on your tax return. Not allow to reset if status is Paid or have pending payment request.
Total Tax Payable inclusive Penalty amount that ends in 1, 2, 4 and 7 are to be rounded downwards and 3, 4, 6 and 9 are to be rounded upwards to the nearest multiple of 5 sen. Refer to RMA Guideline.

Figure 3.8– Sales Tax Return

15. Click [Edit] button to edit or click [Delete] button to delete the detail that you have entered. (Figure 3.8)



Welcome to MySST Online. Server time is 02/10/2018 04:15:41.

SALES TAX
Sales Tax Return (Draft)

Are you sure you want to update?

OK Cancel

Detail Sales Tax Return

Tariff Code : 843069000 View Goods New Tariff Code

Goods Description : CREATED BY SYSTEM

i. Value of Taxable Good Sold (8) : 1,000.00 v. Tax Rate % : 0.00

ii. Value of Goods For Own Use / Disposed (9) : 2,000.00 vi. Quantity : Please Select

iii. Value of Work Performed (8) : 4,000.00 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 10,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*vi) + viii) : 0.00

Back Clear Update Next

1 - 4 in 4 are displayed

No	Tariff Code	Quantity/ Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	10,000.00	0.00%		0.00
2	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
3	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
4	9800.00.008	AIRCRAFT SPARES	2,000.00	2,000.00	2,000.00	6,000.00	0.00%		0.00

Total Taxable Sales : 28,000.00
Total Tax Amount : 600.00

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Figure 3.9– Sales Tax Return (Draft) when update

16. Click [Edit] button (Figure 3.8), update the information by click [Update] button and Message proceed to update displayed (Figure 3.9)
17. Click [Ok] button to update or click [Cancel] button (Figure 3.9)

SALES TAX
Sales Tax Return (Draft)

GM11N RECORD UPDATED.

Detail Sales Tax Return

Tariff Code : 843069000 View Goods New Tariff Code

Goods Description : CREATED BY SYSTEM

i. Value of Taxable Good Sold (8) : 1,000.00 v. Tax Rate % : 0.00

ii. Value of Goods For Own Use / Disposed (9) : 2,000.00 vi. Quantity : Please Select

iii. Value of Work Performed (8) : 4,000.00 vii. Tax Rate Specific : 0.0000000 per

iv. Total Value of Taxable Amount (i+ii+iii) : 10,000.00 viii. Total Specific (vi * vii) : 0.00

ix. Total Tax Payable ((iv*vi) + viii) : 0

Back Clear Update Next

1 - 4 in 4 are displayed

No	Tariff Code	Quantity/ Good Description	Value of Taxable Goods Sold (8)	Value of Goods Own Use / Disposed (9)	Value of Work Performed (8)	Total Amount	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430.69.000	CREATED BY SYSTEM	1,000.00	2,000.00	4,000.00	10,000.00	0.00%		0.00
2	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
3	0208.40.100	FOOD	2,000.00	2,000.00	2,000.00	6,000.00	5.00%		300.00
4	9800.00.008	AIRCRAFT SPARES	2,000.00	2,000.00	2,000.00	6,000.00	0.00%		0.00

Total Taxable Sales : 28,000.00
Total Tax Amount : 600.00

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Figure 4.0– Sales Tax Return (Draft)

updated 18. Message Record Update displayed (Figure 4.0)



**JABATAN KASTAM DIRAJA
MALAYSIA**

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Sales Tax Return (Draft)

SST Name: [Redacted] SST No. (IC): [Redacted] Station Name: A10 IPOH/PERAK Due Date: 31/03/2018

Declarable By Name: [Redacted] Date Registered (System): 26/09/2018 16:30

Declared By IC: [Redacted] Date Declare (Received/ Submit): [Redacted]

Export / Special Area / Designated Area (18a): 300 Schedule A (Class Of Person) (18b): 300 Form Status: Draft

Schedule B (Manufacturer of specific non taxable goods) (18c): 400 Receipt No: [Redacted] Receipt Date: [Redacted] Receipt Amount: [Redacted] Balance: 0.00

Total Taxable Sales: 10,000.00 BOD Ref No.: [Redacted] BOD Date: [Redacted] BOD Amount: 0.00

Total Value of Tax Payable: 0.00 Remark: [Redacted]

Amount of Tax Deducted From Credit Note: 500 (No Leave a blank if you DO NOT have Credit Note) Registered Name: SST 1

Previous Credit Balance: 0.00 Part E (Purchase Under The Schedule C, Sales Tax)

Total Tax Payable Before Penalty: 0.00 Item 1 and 2 (1F): 4

Penalty Rate: 40.00% Item 3 and 4 (2F): 4

Penalty Amount: 0.00 Item 5 (2I): 6

Total Tax Payable Inclusive Penalty: 0.00

Select	No	Tarif Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Issued Amt	Work Done	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430 49 000	CREATED BY SYSTEM		1,000.00	2,000.00	3,000.00	4,000.00	10,000.00	0.00%		0.00

Buttons: Back, Print SST-02, Clear, Save, Submit

Note: Resel Button is used to resel status from Submitted to Draft. If you resel after due date, you will get penalty on your Tax Return. Not allow to resel if status is Paid or have pending payment request.

Total Tax Payable Inclusive Penalty amount that ends in 1, 2, 4 and 7 sen to be rounded downwards and 3, 4, 8 and 9 sen to be rounded upwards to the nearest multiple of 5 sen. Refer to [S.M.Guideline](#).

Figure 4.1: Sales Tax Return (Draft)

19. Click [Save] button (Figure 4.1) and click [Submit] button at (Figure 4.2). A confirmation will be prompt to ask whether you want to submit the Sales Tax Return. Submitted Sales Tax Return (Draft) it will change status from Draft to Submitted.

Sales Tax Return (Draft)

SST Name: [Redacted] SST No. (IC): [Redacted] Station Name: A10 IPOH/PERAK Due Date: 31/03/2018

Declarable By Name: [Redacted] Date Registered (System): 26/09/2018 16:30

Declared By IC/Passport No: 74229142001 Date Declare (Received/ Submit): [Redacted]

Export / Special Area / Designated Area (18a): 1.00 Schedule A (Class Of Person) (18b): 22.00 Form Status: Draft

Schedule B (Manufacturer of specific non taxable goods) (18c): 25.00 Receipt No: [Redacted] Receipt Date: [Redacted] Receipt Amount: [Redacted] Balance: 0.00

Total Taxable Sales: 28,310.00 BOD Ref No.: [Redacted] BOD Date: [Redacted] BOD Amount: 0.00

Total Value of Tax Payable: 762.00 Remark: [Redacted]

Amount of Tax Deducted From Credit Note (1F): 6.00 (No Leave a blank if you DO NOT have Credit Note) Registered Name: SST 1

Previous Credit Balance: 0.00 Part E (Purchase Under The Schedule C, Sales Tax)

Total Tax Payable Before Penalty: 760.00 Item 1 and 2 (1F): 77.00

Penalty Rate: 40.00% Item 3 and 4 (2F): 88.00

Penalty Amount: 304.00 Item 5 (2I): 99.00

Total Tax Payable Inclusive Penalty: 1,064.00

Select	No	Tarif Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Issued Amt	Work Done	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
1	8430 49 000	CREATED BY SYSTEM		10.00	0.00	0.00	0.00	10.00	0.00%		0.00
2	8430 49 000	CREATED BY SYSTEM		7,000.00	0.00	0.00	4,000.00	7,000.00	0.00%		0.00
3	0208 45 100	MOYS		1,000.00	2,000.00	0.00	300.00	3,300.00	1.00%		144.00
4	0208 45 100	MOYS		2,000.00	2,000.00	0.00	2,000.00	6,000.00	1.00%		330.00
5	0208 45 100	MOYS		2,000.00	2,000.00	0.00	2,000.00	6,000.00	1.00%		330.00
6	0101 20 000	ADVICE		2,000.00	2,000.00	0.00	2,000.00	6,000.00	0.00%		0.00

Buttons: Back, Print SST-02, Clear, Save, Submit

Note: Resel Button is used to resel status from Submitted to Draft. If you resel after due date, you will get penalty on your Tax Return. Not allow to resel if status is Paid or have pending payment request.

Total Tax Payable Inclusive Penalty amount that ends in 1, 2, 6 and 7 sen to be rounded downwards and 3, 4, 8 and 9 sen to be rounded upwards to the nearest multiple of 5 sen. Refer to [S.M.Guideline](#).

Figure 4.2 – To submit Sales Tax Return (Draft)



20. If you decide to submit Sales Tax Return (Draft) later, draft of Sales Tax Return (Draft) will displayed under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Draft)]
 21. If you have submitted your Sales Tax Return (Draft), submitted of Sales Tax Return (Draft) will displayed under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Submitted)]
- Figure 3.5**
22. If your Sales Tax Return (Draft) has been paid, it will displayed under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Paid)].

Sales Tax
Sales Tax Return (Submitted)

License Available : A10-CJ-00000004/2018

1 - 2 in 2 are displayed

Select	No	Lic No.	SST-02 Reg No.	Registered Date	Taxable Period	Due Date	Status
<input type="radio"/>	1	A10-CJ-00000004/2018	A10-900030/1809	24/09/2018	01/11/2017 to 31/12/2017	31/01/2018	Submitted
<input type="radio"/>	2	A10-CJ-00000004/2018	A10-900080/1809	26/09/2018	01/01/2018 to 28/02/2018	31/03/2018	Submitted

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View SST-02

Figure 4.3– Sales Tax Return (Submitted)

23. Click [View SST-02] button. (Figure 4.3)
24. Click [Print SST-02] to print. (Figure 4.4)

Sales Tax
Sales Tax Return (Submitted)

SST Name : [Redacted] SST-02 No. : A10-900080/1809
 SST SMK No. : [Redacted] Station Name : A10 IPOH/PERAK
 Taxable Period : From 01/01/2018 to 28/02/2018 Due Date : 31/03/2018
 Declared By Name : SST 1
 Declared By IC (Passport No): 740219142001
 Export / Special Area / Designated Area (18a) : 1.00 Date Registered (System) : 26/09/2018 21:24:26
 Schedule A (Class Of Person) (18b1) : 22.00 Date Declare (Received/ Submit) : 02/10/2018
 Schedule B (Manufacturer of specific non taxable goods) (18b2) : 33.00 Form Status : Submitted
 Total Taxable Sales : 28,510.00 Receipt No :
 Total Value of Tax Payable : 766.00 Receipt Date :
 Amount of Tax Deducted from Credit Note (13) : 0.00 (No: Leave it blank if you DO NOT have Credit Note) Receipt Amount : 0.00
 Previous Credit Balance : 0.00 Balance : 0.00
 Total Tax Payable Before Penalty : 766.00 BOD Ref No. :
 Penalty Rate : 40.00% BOD Date :
 Penalty Amount : 304.00 BOD Amount : 0.00
 Total Tax Payable Inclusive Penalty : 1,064.00 Remark :
 SST-02 Registered By IC : 740219142001 Registered Name : SST 1
 Total Detail : 16

Schedule C (Raw Materials / Packaging / Components) Part E (Purchase Under The Schedule C, Sales Tax)

Item	Value	Item	Value
Item 1 and 2 (18c3)	44.00	Item 1 and 2 (19)	77.00
Item 3 and 4 (18c3)	55.00	Item 3 and 4 (20)	88.00
Item 5 (18c3)	88.00	Item 5 (21)	99.00

1 - 6 in 6 are displayed

Select	No	Tariff Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Leased Amt	Work Done	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
<input type="checkbox"/>	1	8430.49.000	CREATED BY SYSTEM	10.00	0.00	0.00	0.00	10.00	0.00%		0.00
<input type="checkbox"/>	2	8430.49.000	CREATED BY SYSTEM	1,000.00	2,000.00	0.00	4,000.00	7,000.00	0.00%		0.00
<input type="checkbox"/>	3	0208.40.100	FOOD	1,000.00	2,000.00	0.00	3,000.00	3,000.00	8.00%		168.00
<input type="checkbox"/>	4	0208.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	4,000.00	8.00%		300.00
<input type="checkbox"/>	5	0208.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	4,000.00	8.00%		300.00
<input type="checkbox"/>	6	0101.29.000	OTHER	2,000.00	2,000.00	0.00	2,000.00	4,000.00	0.00%		0.00

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Print SST-02 Pay Now Reset

Note: Resubmission is used to reset status from Submitted to Draft. If you reset after due date, you will get penalty on your Tax Return. Not allow to reset if status is Paid or have pending payment request.
 Total Tax Payable Inclusive Penalty amount that ends in 1, 2, 6 and 7 sen to be rounded downwards and 3, 4, 8 and 9 sen to be rounded upwards to the nearest multiple of 5 sen. Refer to SLM Guideline.

Figure 4.4 – Sales Tax Return (Submitted) detail ready to payment



**JABATAN KASTAM DIRAJA
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SST-02 Pindaan / Amendment

 **JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT** **NIL RETURN**
**PENYATA CUKAI JUALAN / CUKAI PERKHIDMATAN
SALES TAX / SERVICE TAX RETURN**

Nota Penting (Important Notes)
1) Sila isikan borang ini dengan menaip menggunakan HURUF BESAR. (Please type in using BLOCK LETTERS)
2) Sila rujuk Panduan Mengisi Penyata SST-02. (Please refer to SST-02 Returns Guidelines)
3) Ruangan yang bertanda (*) adalah wajib diisi. (Column with (*) is a mandatory field)
4) Sekiranya tiada nilai untuk diiklarkan, sila isi angka '0'. (If nothing to declare, please fill in '0')
5) Sila hubungi Pusat Panggilan Kastam ditalan 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)

**BAHAGIAN A: MAKLUMAT PENGI LANG BERDAFTAR / ORANG BERDAFTAR
PART A: REGISTERED MANUFACTURE / REGISTERED PERSON PARTICULARS**

1) No. Pendaftaran SST* (SST Registration No.)* [REDACTED]

2) Nama Pengilang Berdaftar / Orang berdaftar * [REDACTED]
(Name of Registered Manufacturer / Registered Person)

3) Tempoh Bercukai* (Taxable Period*)
dari (from) 01/11/2017
hingga (until) 31/12/2017

4) Tarikh Akhir Serahan Penyata dan Bayaran* (Return and Payment Due Date*) 31/01/2018

**BAHAGIAN B1: MAKLUMAT JUALAN / PERKHIDMATAN
PART B1: SALES / SERVICE DETAILS**

(5) Bil. No.	(6) Maklumat Barang Kena Cukai / Jenis Perkhidmatan Berukai Dibekalkan** Description of Taxable Goods / Type of Taxable Service Provided**	(7) Kod Tariff Kastam / Kod Jenis Perkhidmatan Customs Tariff Code / Service Type Code**	(8) Nilai Barang-barang Dijual / Nilai Kerja Yang Dilakukan** Value of Taxable Goods Sold / Value of Work Performed** RM	(9) Nilai Barang-barang Yang Dipakai Sendiri / Dilulus Nilai Perkhidmatan Dipakai Sendiri** Value of Goods For Own used / Disposed Values of Service For Own Use** RM	(10) Nilai Perkhidmatan Berukai** Value of Taxable Service** RM
--------------	-----------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------

Figure 4.5–Printed Sales Tax Return (Submitted)

25. Click on the [Print Current Page] or click on [Print All Pages] to print all. (Figure 4.5)

26. For Print All Pages, you will be prompted with instruction for each pages that you need to be printed on top of the pre-printed form. System will automatically adjust 5 record per page for you to fit in the form. Please remove the browser header and footer manually, set margin to 0 and choose A4 paper size before printing the form. (Figure 4.6)

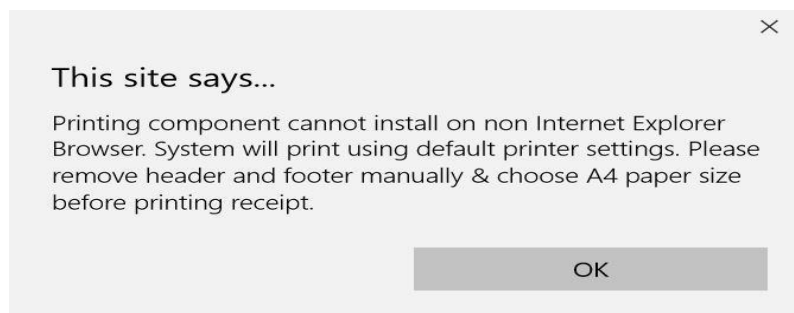


Figure 4.6: Print instruction prompt

