



e-Invoice and Email Address Registration Form (For on-boarding)

Date: []

To: Sumitomo Mitsui Banking Corporation Malaysia Berhad (Company Reg. No. 201001042446 (926374-U))
("Bank", "SMBC MY")

This registration form is for the following two purposes:-

(1) Data collection of e-Invoice mandatory data

E-invoice implemented by Lembaga Hasil Dalam Negeri Malaysia ("LHDN"), also known as Inland Revenue Board of Malaysia ("IRBM") in phases starting from August 2024 as per the IRBM's e-Invoice Guideline issued under section 134A of the Income Tax Act 1967.

(2) Paperless initiative of Transactional Notices and Announcement

Customer Communication Management ("CCM") service by SMBC MY which enables delivery via email about:-

- Transactional notices & advices, statements, e-Invoice, customer's copy of audit confirmation (collectively, "**Transactional Notices**"); and
- General announcement and mass communication (collectively, "**Announcement**").

In connection with the purposes stated above, we hereby request to register the following with SMBC MY:-

- e-Invoice mandatory data per section [B] of Appendix 1 below in this form in line with the e-Invoice Guideline;
- email addresses in section [C] of the Appendix 1 to receive Transactional Notices and Announcement via email; and
- Attachments of Transactional Notices and Announcement sent by SMBC MY be protected with the password provided in section [D] of the Appendix 1.

We irrevocably and unconditionally agree, as a continuing obligation, to fully indemnify SMBC MY, SMBC MY's successors in title and assigns and at all times to keep SMBC MY fully and completely indemnified from and against all liabilities, damages, claims, demands, actions and proceedings, losses, costs and expenses including legal fees on a full indemnity basis and all other liabilities of whatsoever nature or description which may be incurred or suffered by SMBC MY in relation to or arising out of SMBC MY acting in accordance with our request herein. We shall pay all such sums to SMBC MY on SMBC MY's first demand.

We also irrevocably and unconditionally agree not to hold SMBC MY liable or responsible for any consequences arising out of or in relation to SMBC MY acting on our request.

This form will **supersede** of earlier written request with SMBC MY to receive the Transactional Notices and Announcement via email on applicable Transactional Notices and Announcement written with our email address in Appendix 1.

This form to be signed on printed copy by relevant authorised signatory as per Directors' Resolution/Specimen Signatures of Authorised Signatories.



We hereby explicitly and voluntarily consent to SMBC MY's disclosure of our details in Appendix 1, Transactional Notices and Announcement including but not limited to relevant data and information to generate such Transactional Notices and Announcement be transferred and stored with SMBC Group for communications via email, oversight and governance, providing product/service to SMBC MY, data processing activities related to SMBC MY's operations and compliance with legal and regulatory obligations.

SMBC Group here means the SMBC MY's holding company, subsidiaries, related corporations, affiliates, associates, agents, representatives or service providers and other entities in Sumitomo Mitsui Banking Corporation Group (whether located in or outside Malaysia).

We irrevocably and unconditionally authorise SMBC MY to debit any of our account(s) maintained with SMBC MY or remit to SMBC MY's account where separately be notified for the payment of stamp duty and any additional stamping charges (if applicable) if the original signed form is received by SMBC MY after 25 days from the date stipulated on 1st page of this form. We acknowledge that subsequent changes on the password and/or email address above is by another form named "Update of Email Address Registration Form".

For and on behalf of []
(Company Reg. No.: [])

Name: []

Authorised Signature(s) & Company Stamp (if applicable)

Section for Bank Use

For Operation Control Group

Customer ID:	
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Checker	Maker	Signature verified

Appendix 1 of e-Invoice and Email Address Registration Form

Date: []

To: Sumitomo Mitsui Banking Corporation Malaysia Berhad (Company Reg. No. 201001042446 (926374-U))

[A] Account Information	
Account Name (as per bank's records)	
Account Number, if any	ALL type of accounts with you. _____ (first 6 digits only)
Debiting Account Number for stamp duty charges	_____ (8 digits) Note: If above account number field is left blank, SMBC MY to debit any of our account(s) maintained with SMBC MY. We will remit to SMBC MY's account.

[B] e-Invoice Mandatory Data						
I / We hereby confirm and declare that all the information provided herein are true, accurate and complete for the purposes of issuance of e-Invoice as required by Lembaga Hasil Dalam Negeri Malaysia ("LHDN"), also known as Inland Revenue Board of Malaysia ("IRBM").						
Company Name As per registered with Suruhanjaya Syarikat Malaysia ("SSM"), also known as Companies Commission of Malaysia ("CCM").						
Business Registration Number - Company registered with SSM/CCM is required to input the new Business Registration Number in 12-digit characters. - For company that is registered with other authority / body, the company is required to input the relevant registration number.						
Tax Identification Number ("TIN") - TIN assigned by the LHDN/IRBM. - Malaysian taxpayer can check the TIN in MyTax Portal. - For company without TIN, to indicate "N/A".						
Sales and Service Tax ("SST") Number - Mandatory for SST registrant assigned by the Royal Malaysian Customs Department. - For company without SST number, to indicate "N/A".						
Contact Number - Only one (1) telephone number. - Format: [Country code] [Area code] [Phone numbers] - Example: 60321761500						
Malaysia Standard Industrial Classification (MSIC) Code - Indicate 5-digit numeric code available in following hyperlink that represent your company's business nature and activity. - Select ONLY one code. https://sdk.myinvois.hasil.gov.my/codes/msic-codes/	<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					

[C] Email Addresses

**Please enter one email address per field, advisable to select group/shared address. A maximum limit of 65 characters per email address. A maximum of 5 email addresses are allowed for each category (except for e-Invoice).*

i. e-Invoice <i>e-Invoice related statements/advices on fees/charges reported by the Bank to LHDN/IRBM.</i>	1	
<u>Only one (1) email address.</u> <i>For Bank use: [20]</i>		Note that SMBC MY's e-Invoice may include similar transactions details as Statement of Current Account/-i (monthly basis), to select appropriate recipient email address.
ii. Statement of Current Account and Current Account-i <i>Only for Statement of Current Account/-i (monthly basis).</i> <i>For Bank use: [3]</i>	1	
	2	
	3	
	4	
	5	
iii. Current Account & Deposit (Fixed Deposit/ Money Market Deposit/ Term Deposit-i) <i>Account related notices and Deposit confirmations (exclude Statement of Current Account/-i).</i> <i>For Bank use: [19]</i>	1	
	2	
	3	
	4	
	5	
iv. Foreign Exchange/Derivatives <i>Foreign Exchange Confirmation, and MTM statements.</i> <i>For Bank use: [4]</i>	1	
	2	
	3	
	4	
	5	
v. Loan/Islamic Finance <i>Bilateral/Syndication loans/financing related advices and notices.</i> <i>For Bank use: [6]</i>	1	
	2	
	3	
	4	
	5	

[C] Email Addresses

*Please enter one email address per field, advisable to select group/shared address. A maximum limit of 65 characters per email address. A maximum of 5 email address are allowed for each category.

vi. Trade Trade related transaction advices and notices (including Bank Guarantee, Accounts Receivables Purchased, Invoice Financing, Supply Chain Financing). For Bank use: [5]	1	
	2	
	3	
	4	
	5	
vii. Audit Confirmation & Balance Certification Customer copy of Audit Confirmation and Balance Certification (Please do not include auditors). For Bank use: [7]	1	
	2	
	3	
	4	
	5	
viii. General Communication General information or notice (including change of tariff, T&Cs, operating hours). <u>This category must have at least one (1) email address.</u> For Bank use: [10]	1	
	2	
	3	
	4	
	5	

[D] Password for protection and open of email attachments

* 6-16 digits which are recommended to contain alphabets (case sensitive), numbers and special characters except ~ ` _ { } |

Password (Mandatory)	
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In case our selected password above cannot be registered by SMBC MY due to system restriction, we hereby agree that SMBC MY will assign password for us and SMBC MY will email the password to all recipients registered in Section [C] above.

For and on behalf of []
(Company Reg. No.: [])

Name: []
Authorised Signature(s) & Company Stamp (if applicable)

Section for Bank Use

For Operation Control Group

Customer ID:	
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Checker	Maker	Signature verified