

SST INFORMATION UPDATE AVAILABLE IN TM SUS PORTAL FOR REGISTERED SUPPLIER

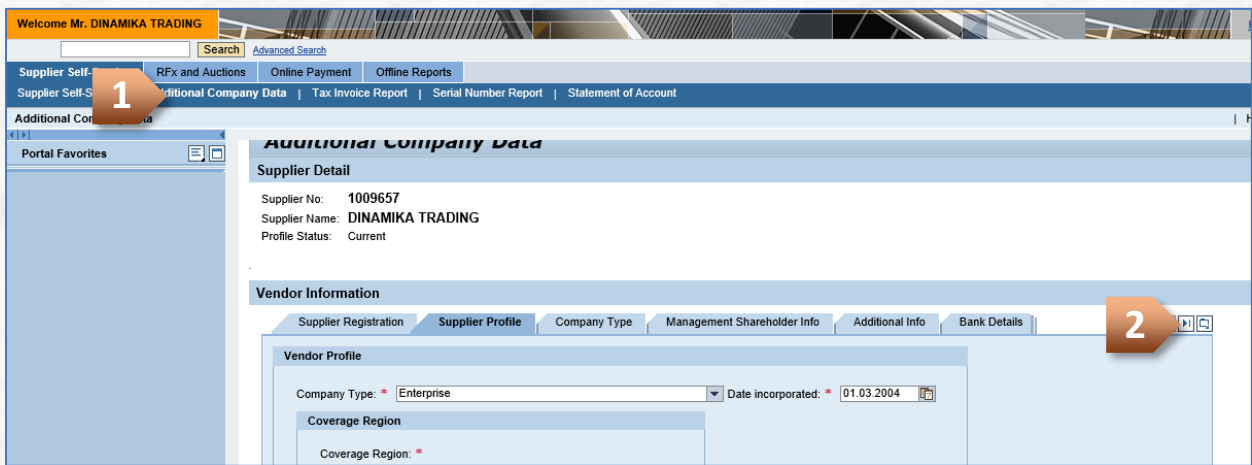


Dear TM Valued Supplier,

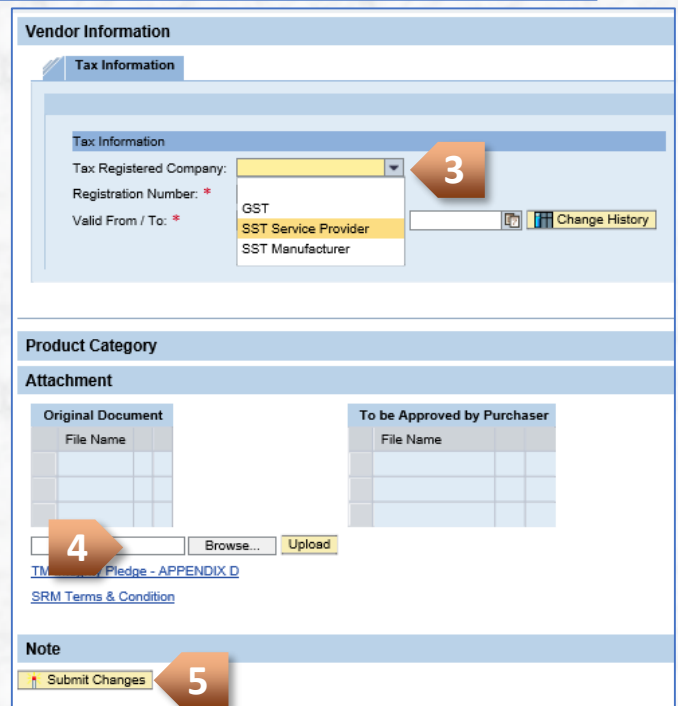
We are pleased to inform that the System Enhancement for Sales and Service Tax (SST) is set to go live on 1 September 2018. In line with the enhancement, TM registered suppliers are able to self-update their SST number and information in TM Supplier Self-Service (SUS) Portal.

GUIDELINE

1. Login to TM SUS Portal (**using Internet Explorer**) and click **Additional Company Data**.
2. Scroll to the right-most and click **Tax Information** tab.



3. Select one type of SST first under Tax Registered Company and key-in the alphanumeric SST number in **Registration Number**. **Valid From** is the date from "Tarikh kuatkuasa" or equivalent from RMCD's SST letter.
4. Upload the SST letter from RMCD in the **Attachment** section.
5. Click **Submit Changes**.
6. After this update has been approved, if your company has another of SST registration, you can update another SST type and number – it can only be updated separately.



Thank you for your continuous support!

If there is any enquiry, kindly lodge it via Supplier Enquiry Form at TM website – <http://bit.ly/TMSEF>

Further SST information can be referred to TM website → About TM → Doing Business with TM → Service and Sales Tax (SST)