# CJP Online User Manual (Public Users)

Version 1.1



EKOM/NEC January/2014

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#### **1 Purpose of the Document**

This document is prepared to guide users on how to use the Malaysia Customs CJP Online System (CJP Online). This is a step-by-step tour procedure, for the purpose of giving users the look and feel of the final product.

### 2 Available Menu in the CJP Online System

Following are the available menu in the system:

No	Menu Level 1	Menu Level 2	Menu Level 3	Description / Remark
1	Home			First page you visited
				after you login.
2	Company	Company Profile		To view the company
	Information			profile and available
				valid license for this
				company for Tax
				Return submission.
3	User Information	User Profile		To allow user to
				change password
4	Sales Tax	Sales Tax License		To view your sales Tax
				license information
				and available Tax
				schedule for
				submission.
		Tax Return Maintenance	Tax Return (Draft)	To view your saved
				Draft Status Sales Tax
				submission
			Tax Return (Submitted)	To view your saved
				Submitted Status
				Sales Tax submission
				that ready for
				payment.
			Tax Return (Paid)	To view your Paid
				Status Sales Tax
				submission.
		Penalty	Penalty Status	
			Installment Status	
		Payment	Payment Request	To select all the Sales
				Tax submission for
				online payment.
			Payment Status/History	To view the status
				and detail of your
				online payment.
			Payment Receipt	To print the receipt
				for the payment you
				have made.

		Exemption Exemption Maintenance	CJ10 Credit Application Exemption (Saved) Exemption (Applied) Exemption (Approved/Rejected)	To apply for CJ10 credit deduction before submitting Sales Tax Return. To retrieve saved CJ10 Credit application for submission To view applied CJ10 Credit application To view the status of the CJ10 Credit
5	Service Tax	Service Tax License		application. To view your Service Tax license information and available Tax schedule for submission.
		Tax Return Maintenance	Tax Return (Draft)	To view your saved Draft Status Service Tax submission
			Tax Return (Submitted)	To view your saved Submitted Status Service Tax submission that ready for payment.
			Tax Return (Paid)	To view your Paid Status Service Tax submission.
		Penalty	Penalty Status	
			Installment Status	
		Exemption	CJ10 Credit Application	
		Exemption Maintenance	Exemption(Saved)	
			Exemption(Applied)	
			Exemption(Approved/Reject)	
		Payment	Payment Request	To select all the Service Tax submission for online payment.
			Payment Status/History	To view the status and detail of your online payment.
			Payment Receipt	To print the receipt for the payment you have made.

6	User Administration	User Registration	To register new user in the system. Only user with Administrator Level able to access to this function.
		List of Users	To reset user password, to update user information, to deactivate and to activate user information. Only user with Administrator Level able to access to this function.
7	Logout		To logout from the system.

#### **3** Procedure to Login to CJP Online System

1. Open the Windows Internet Explorer, Type the URL address <u>https://cjponline.customs.gov.my/</u> to access to CJP Online system. To login to the CJP Online system, click Login button (Figure 1.1) on the left hand side menu and a pop-up window (Figure 1.2) will be displayed.

			_ <b>D</b> _ X
🗲 ⋺ 🥭 http	<b>s</b> ://cjponline	.custo ♀ ← 🔒 ¢ 🌽 CJP System 🛛 🗙	↑ ★ ₩
CJP	Royal	<b>FAM DIRAJA MALAYSIA</b> Malaysian Customs Jualan dan Perkhidmatan	<
		🛑 Home 🛛 🔵 Glossary 👘 Conta	ct Us 🌒 Help
About AEO	*	BULLETIN BOARD	~
<u>Login</u>	•	Electrical Maintenance for AEO system	
Import / Export	۲	[15 October 2012] CGC Front End standard Edition Version 1.8.0	
Feedback	«	[14 October 2011] CGC Front End standard Edition Version 1.7.9	
Help	«	[22 September 2011] Compliance Checklist for AEO/CGC Updates	
		[06 July 2011]	~
		<	>
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Figure 1.1 - CJP Online Homepage

			- <b>X</b>
(←) → Ø http	s://cjponline.	customs.gov.my/CJPS: 🔎 🗧 🖒 🏈 CJP System 🛛 🗙	<b>↑</b> ★ ‡
CJP		AM DIRAJA MALAYSIA Malaysian Customs Jualan dan Perkhidmatan	( <u>(</u> )
About AEO Login Import / Export Feedback	« « *	💭 Home 🛛 🔵 Glossary 🖉 Contact t	Js 🕐 Help
Help	×	User Authorization Username : Password : Show password Login Reset Cancel	
			€ <b>100%</b> ▼

Figure 1.2 - CJP Online User Login

2. The user will be directed to the CJP Online main page (https) (Figure 1.3 − 1.4) by key in correct user name, password (Please obtain your User name from *Jabatan Kastam Diraja Malaysia*).

Current Menu Level - > Home

← → @ http://localho	ost:51641/CJPSystem/frmLogin.aspx	D-0	A sum CJP System	8 exchange rate - Google Search	
Welcome to CJP System.	Jabatan Kastam Dira Royal Malaysian Customs Depa Server time is 09/01/2014 05:53:2:		C		User Name: Test Us
	Home				You are login as
Home	Announcement				
Company Information +	Announcement Title	Published Da	te	Details	Name : Test User
User Information	New Announcement This is a good News	22/04/2013 5:54PM 05/05/2013 4:57PM	View Details View Details		E-mail : test@gmail.com
Sales Tax 🔹 🕨				Page 1 Of 1	Type of : Public User User Access : Administrator
Service Tax					Level Last : 09/01/2014 5:47PM Login
Excise Duty					System : 09/01/2014 5:53PM Date
User Administration 🔸					Useful Links
Logout					Adabe Ger Adobe
		CJP Syste	em © 2013		
<					>
					🔍 100% 👻

Figure 1.3 - CJP Online Main page (Company administrator user only)

🗲 🕘 🥖 https://cjponl	ine. <b>customs.gov.my</b> /CJPSystem/frmL	ogin.aspx 🔎 - 🗎 C 🥃	::::: CJP System ::::::::::::: ×	n 🛧 🔅
Welcome to CJP System.	Jabatan Kastam Royal Malaysian Custom: Server time is 10/01/2014 0-	Diraja Malaysia s Department CJP Online Page 4:42:18 .		User Name: Test Normal Us
	Home			You are login as
Home	Announcement			
Company Information +	Announcement Title	Published Date	Details	Name : Test Normal User
	New Announcement	22/04/2013 5:54PM	View Details	
User Information	This is a good News	05/05/2013 4:57PM	View Details	E-mail : philipngccmobile@gmail.co
Sales Tax			Page 1 Of	of User Access : Normal User Level
Service Tax *				Last : 10/01/2014 4:42PM Login
Excise Duty				System : 10/01/2014 4:42PM Date
Logout				Useful Links
				Adobe Ger Reader
		CJP System ©	0010	
-		CIP System ©	2013	
<				>
				a 100% 🗸

Figure 1.4 - CJP Online Main page (Company normal user only)

#### 4 To View Available Active License for the Company

1. Click Menu [*Company Information*]-> [*Company Profile*]. (Figure 2.1)

+ Single Attp://localhost	t:64293/CJPSystem/C	ompanyProfile/frmCPR_	ComProf_Find.aspx のマで @ 🧾 CJP S	ystem ::::::: ×			-	- □ ×
Welcome to CJP System. S			a Malaysia tment CJP Online Page				User N	ame: Test User
	Company Info	rmation						
Home	: Company	Profile						
Company Information +								
User Information	ROB/RO	с	: B56503A					
User Information	Compan	y Name	ABC SDN BHD					
Sales Tax 🔸	Compan	y Address	: 888, Jln Desa Bukit	Antara 2, Taman Antara, 5	6100 Kuala Lun	npur		
Service Tax	Postal C	ode	: 56100	· · · · ·			SABAH	
Service Tax	Telepho	ne Number	: 0391001004	Fax Number			0392001223	
Excise Duty	Contact	Person Name (1)	: Ng Mi Rong	Email (1)			ngmirong888@g	mail.com
Lines Administration - A	Contact	Person Name (2)	: Ng Kai Dong	Email (2)	Email (2)		ngkaidong888@gmail.com	
User Administration 🔸	Register	in CJP Online Date		: 12/12/2013 12:11:11			5 5	-
Logout	Effective	Date (From)	: 12/12/2013	No. of User R	egistered		7	
		Date (To)	: 12/12/2014	No. of Registe	red Licence	:	1	
			12, 12, 2011	5			-	
			Available Com	pany Licence Profile:				
	Select No	Licence Type	Licence No / Licence Year	Status	Effective Da	ate(Fr	om) Effective	e Date(To)
	• 1	Sales Tax	A10-CJ-A053091 /1993	Active	09/04/1993		-	
	O 2	Sales Tax	A10-CJ-A75242 /2007	Active	01/08/2012		-	
	0 3	Service Tax	A10-CP-41371 /2002	Active	24/09/2002		-	
	0 4	Service Tax	A10-CP-09000008/2009	Cancel	16/07/2009		- Page 1	Of 1
							Fuge	
	View Detail							
			CJP System © 2013			_		
			Cr System @ 2015					€ 100% <b>-</b>

Figure 2.1 – Company Profile page

2. To view the license, please select the radio button of the licence you want to view. Click *[View Detail]* button to display the license information.

#### 5 Sales Tax

#### 5.1 To View Sales Tax License Information and Sales Tax Return Schedule

1. Click Menu [*Sales Tax*]-> [*Sales Tax Licence*]. (Figure 2.2)

	Sales Tax	m/CompanyProfile	E/IIMCPK_COMPI	or_rind.aspx	+ م	<u> </u>	P System :::::::::	×				☆ 11
Home	<sup>a</sup> Sales	Bales Tax Licence Information										
Company Information 🕨	CJ2 Lice	nce Reg No.	:A10-CJ-A	053091/1993	3	Licence Sta	ntion	A10 IPOH,	PERAK			
User Information	Compan	y Name	UNITED W	EAVING MILI	LS SDN							
	Ref. No	(ROB/ROC)	:B56503A			Application	Reference	:				
Sales Tax 🔸	Date Reg	gistered	:01/03/19	93		Date Appli	ed	:01/03/1993				
San dan Tau	Date Ap	proved	:21/04/19	93		Approved	By	:				
Service Tax	Effective	e Date	:09/04/19	93		Industry		:416 KAIN				
Excise Duty >				, NAM TAK 3T 21, 81000	KULAI,	Company /	ddress	:LOT 3428, I	NAM TAK GAF	RDEN,BT 21, 81	1000 KULAI,	JOHOR
User Administration 🔶	Tel No.		:019-7376	917		Tel No.		:				
	Last CJP1 Date CJ5 Holder Credit System Bank Guarantee		:23/06/20	:23/06/2005		Next CJP1 Date		:29/08/2005				
ogout			:									
			:Yes (01/01/2013 - 01/12/2014)		·							
							:09/04/1993					
	Cur Cred	lit Value	:0.00			EOM Date	EOY Date	:99 /				
	1 - 5 in 5 ar	e displayed		Available	Tax Scho	edule	<b>Year :</b> 2005	Backward	Forward			
	Select No			DUE DATE	CJP1 RE	CEIVED DAT	E RECEIPT AM	IT RECEIPT NO	CJP1 No	CJP1 STATUS	CJ10 NO	CJ10 STATU
	① 1     ①      ①      ①      ①     ①      ①     ①      ①     ①      ①     ①     ①     ①      ①     ①      ①	01/04/2005 to		28/06/2005								
	○ 2 ○ 3	01/06/2005 to 01/08/2005 to		29/08/2005 28/10/2005								
	0 4	01/10/2005 t		28/12/2005								
	0 5	01/12/2005 t	o 31/01/2006	28/02/2006								
	NB: If you	have CJ10, ple	ase apply CJ	10 first and g	get appro	oval before	submitting yo	our CJP1.			Page 1	Of 1
	Submit C	JP1 Apply CJ	10									

Figure 2.2 – Sales Tax License Information

2. Click the [Backward] and [Forward] button to navigate through the available Tax Schedule

#### 5.2 To Apply CJ10 Credit System Application for Sales Tax Return

- 1. Click Menu [*Sales Tax*]-> [*Sales Tax Licence*]. (Figure 2.2) or go to menu [*Sales Tax*]-> [Exemption]-> [CJ10 Credit Application].
- 2. You are allowed to apply CJ10 Credit Deduction if your Licence have Credit System enable and it is still active (Not expire). In the sample above (Figure 2.2) you will see Credit System is *"Yes (01/01/2013 01/12/2014)"*
- 3. Select the radio button of the. Click *[Apply CJ10]* button to apply for CJ10 Credit Deduction. (Figure 2.3)

		The second secon							
() () ()	Det 51641/CIPSystem/Sales%20Tax/ Jabatan Kastai Royal Malaysian Custo Server time is 10/01/2014	m Diraja Malaysia ms Department CJP Online Page	×	n ★ © User Name: Test Us					
	Sales Tax								
Home	Credit System Appli	cation CJ10 (Draft)							
Company Information +									
User Information	Licence Holder Name	UNITED WEAVING MILLS SDN BHD(B56503A )	CJ10 Reg. Number	This field will be automatic					
Sales Tax	Licence Reg No. (CJ2)	:A10-CJ-A053091 /1993	CJ2 Stn	generated A10 IPOH,PERAK					
Sales Tax /	Taxable Schedule	:From 01/04/2005 To 31/05/2005	Application Date	:					
Service Tax	Total Deduction Amount	: 0.00	Date Approved	:					
Excise Duty	Total Detail	: 0	Status	: Draft					
Excise Duty	CJ10 Registered By IC	:							
User Administration	Registered Name								
Logout	Detail Credit System Application CJ10								
	Add								
	Back Clear								
		CJP System © 2013							

Figure 2.3 – CJ10 Credit System Application Screen

4. Press the [Add] button to create the detail (Figure 2.3)

	#ts1641/CJPSystem/Sales%20Tax/ftmSCJ_CJ10CreditSystem_Ins.aspx       P • ¢       @ ::::: CJP System ::::::::::::::::::::::::::::::::::::	↑ ★
lcome to CJP System.	Server time is 10/01/2014 10:49:13 .	User Name: Test
	Sales Tax	
lome	EDetail Credit System Application CJ10	
Company Information 🕨		
	Detail Credit System Application CJ10	
lser Information	Tariff Code :	
ales Tax	Goods Description :	
	Price :	
ervice Tax 🔹	Deduction Rate % : Tax Rate % :	
xcise Duty 🕨 🕨	Deduction Amt : 0.00	
Iser Administration		
	Back Clear Add	
ogout		
	CJP System © 2013	

Figure 2.4 – CJ10 Credit System Detail Screen

5. Please fill in the detail information for CJ10 (Figure 2.4) before pressing the [Add] button. Following are the field description and criteria:-

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Tariff Code	Numeric	10	Yes	Must be a valid Tariff code Eg: 7318150020
2	Goods Description	Alphanumeric	70	No	
3	Price	Decimal	11,2	Yes	With no more than two decimal places and must be more than 0. Maximum value can be entered: 999,999,999.99

6. Click on the magnifying glass on the right side of Tariff Code to search for frequently used added Tariff Code. (Figure 2.5)

🧟 ::::: CJP System ::::::::::::::::::::::::::::::::::::	Explorer	- • ×
Search For Tariff Code		
Tariff Code	Product Description       Search         Fill in the above information and click Search	
No Tariff Code	Description	Tax Rate %
1 7318.15.002	Bike	10.00%
Close Clear	Page 1	Of 1

Figure 2.5–Tariff Code Search Screen

Following are the field description and criteria for Figure 2.5:-

No	Field Name	Туре	Size	Mandatory	Remark (Example)
1	Tariff Code	Numeric	10	No	Must be a valid Tariff
					code
					Eg: 7318150020
2	Product	Alphanumeric	70	No	
	Description	_			

- 7. You may search Tariff Code with the filtering criteria before pressing the [Search] button.
- 8. To choose the Tariff Code, click on the hyperlink at the Tariff Code column. If no result is return, press Close to return to previous screen Figure 2.4.

C C C P System . S	Jabatan Kasta Royal Malaysian Cus	vfrmSCI_CJJ0CreditSystemDetail_Ins.aspx P - C m Diraja Malaysia toms Department CJP Online Page 4 11:00:21 .	Sime CJP System ::::::::::::::::::::::::::::::::::::			n ★ ©
Home	Sales Tax	m Application CJ10				
Company Information   User Information	GM10N RECORD CRE		Credit System Application (	2310		_
Sales Tax	Goods Description Price	: Bike : 1,000				
Excise Duty	Deduction Rate % Deduction Amt	: 8.00 : 80.00		Tax Rate %	: 10.00	
User Administration	Back Clear	Update				
		CJP Syste	em © 2013			
						~
						🔍 100% 🔻

Figure 2.6 – CJ10 Credit System Detail Screen

9. After select a valid Tariff Code and key in the price and good description, click on the [Add] button at Figure 2.5 and your will see the message Record Created. If mandatory field is not enter, it will be highlighted in red. Press [Back] button to return to previous screen (Figure 2.7).

Certe	alhost:51641/CJPSystem/Sales%20	Tax/frmSCJ_CJ10CreditSyster	nDetail_Ins.aspx 🔎 🗸 🖉	🧿 ::::: CJP System :::::::::::			- □ × ↑ ★ \$
Welcome to CIP Syste	Jabatan Kas Royal Malaysian C	stam Diraja Mala ustoms Department CJI 2014 11:41:35 .	I <b>ysia</b> P Online Page			liser Na	me: Test Us
ta anticia ta antica da seconda d	Sales Tax						
Home	" Credit System A	pplication CJ10 (Draft)					
Company Information							
User Information	Licence Holder Name		G MILLS SDN BHD(B565	03A)	CJ10 Reg. Number CJ2 Stn	: A10-900002/140	
Sales Tax	Licence Reg No. (CJ2	) :A10-CJ-A053091 :From 01/04/2005			Application Date	: A10 IPOH,PERAK · 10/01/2014	
Service Tax	, Total Deduction Amo		80.00		Date Approved		
Excise Duty	<ul> <li>Total Detail</li> <li>CJ10 Registered By I</li> </ul>	: C :740208145539	1		Status	: Draft	
User Administration	Registered Name	:Test User					
Logout			Detail Cr	edit System Appli	cation CJ10		
	Add Edit	Delete					
	1 - 1 in 1 are display	0.001					
		Tariff Code 3.15.002 Bike	Good Description	Price [ 1,000.00	Deduct Percentage Supplier Name 8.00%	Tax Rate % Amou 10.00%	int Deducte 80.0
		1			L		
	Back Clea	r Save					
			CJP System	@ 2013			
			Cor System				€ 100% ·

Figure 2.7 – CJ10 Credit System Header Screen

10. You may edit or delete the Detail that you have entered. (Figure 2.7)

11. To submit the CJ10 application, you need to press the [Save] (Figure 2.7) and then follow by pressing the [Submit] button at Figure 2.8. A confirmation will be prompt to ask whether you want to submit the CJ10 application. Submitted CJ10 will change status from Draft to Submitted.

C () ( http://localho	st:51641/CIPSystem/Sales%20Ta	v/frmSCI_CJ10CreditSystem_Ins.a <b>Im Diraja Malaysia</b> toms Department CJP Onli		::::: CJP System :::::::		Aaddi a	And State	- □ × ↑ ★ ☆
	<ul> <li>Royal Malaysian Cus</li> <li>Server time is 10/01/201</li> <li>Sales Tax</li> </ul>		ne Page				User	Name: Test User
Home	Credit System App	lication C110 (Draft)						
Company Information >	GM11N RECORD UPD							
User Information	Licence Holder Name Licence Reg No. (CJ2)	:UNITED WEAVING MIL :A10-CJ-A053091 /199		3A)	CJ10 Reg. CJ2 Stn	Number	A10-900002/	
Sales Tax 🔸	Taxable Schedule	From 01/04/2005 To 3	1/05/2005 80.00		Applicatio Date Appr		: 10/01/2014	
Service Tax 🕨	Total Detail	• :	1		Status	oveu	: Draft	
Excise Duty >	CJ10 Registered By IC	:740208145539						
User Administration 🔸	Registered Name	:Test User						
Logout			Detail Cre	dit System Appli	cation CJ10			
5	Add Edit	Delete						
	1 - 1 in 1 are displayed Select No Ta	iff Code Good	Description	Price	Deduct Percentage	Cumplion Name	Tax Rate % Ar	nount Deducted
	<ul> <li>Select 10</li> <li>1</li> <li>7318.1</li> </ul>		Description	1,000.00	8.00%	Supplier Name	10.00%	80.00
					· · ·			
	Back Clear	Save Submit						
		-	CJP System (	> 2012				
			CP System (	2013				
								🔍 100% 🔻

Figure 2.8 – To submit CJ10 Application.

- 12. If you decide to submit CJ10 later, draft CJ10 will appear under the menu [Sales Tax]-[Exemption Maintenance]-[Exemption (Saved)]
- 13. If you have submitted your CJ10, submitted CJ10 will appear under the menu [Sales Tax]-[Exemption Maintenance]-[Exemption (Applied)]
- 14. If your CJ10 has been approved/rejected, approved CJ10 will appear under the menu [Sales Tax]-[Exemption Maintenance]-[Exemption (Approved/Rejected)]. Figure 2.9

and the second second						
E State Alter://loca	lhost:64293/CJPSystem/Sales%20Tax/frmSCJ_CJ10CreditSystem_Approved_Find. 🔎 🕆 🖒 🎯 📟 CJP System 📟 🛛 🗙	💼 🕆 🔅				
	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page					
elcome to CJP System.	Server time is 10/01/2014 02:46:06 .	User Name: Test User				
Home	Sales Tax					
inonic .	Credit System Application CJ10 Status (Approved/Rejected)					
Company Information 🕨						
User Information	1 - 1 in 1 are displayed					
	Select No Lic No. CJ10 Reg No. Application Date Taxable Period	Approval Date/ Time/ By Status				
Sales Tax 🔸	1 A10-CJ-A053091 /1993 A10-900002/1401 10/01/2014 01/04/2005 to 31/05/2005	10/01/2014 Approved				
Service Tax		Page 1 Of 1				
	View CJ10					
Excise Duty						
User Administration						

Figure 2.9 – To view status of CJP10

#### 5.3 To Submit Sales Tax Return

1. Click Menu [*Sales Tax*]-> [*Sales Tax Licence*]. (Figure 3.0)

ILAI, JOHOR						
O CJ10 STATU						
/1401 Approved						
Page         1         of 1           NB: If you have CJ10, please apply CJ10 first and get approval before submitting your CJP1.         1         0						
N( )2,						

Figure 3.0 – Sales Tax License Information

- 2. Select the radio button at Figure 3.0, then press the [Submit CJP1] button.
- 3. Please fill in the header information for Sales Tax CJP1 form (Figure 3.1), then follow by pressing the [Add] button to add the detail of the Sales Tax CJP1.

Following are the field description and criteria for Sales Tax Header:-

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Export Sales	Decimal	11,2	No	With no more than two
2	Local Sales (Exempted Goods)	Decimal	11,2	No	decimal places and must
	CJP(2)				be equal or more than 0.
3	Exempted Sales	Decimal	11,2	No	Maximum value can be
4	Sales to CJ5 Holder	Decimal	11,2	No	entered: 999,999,999.99
5	Total Credit Notes	Decimal	11,2	No	

+ Altp://localho	st:51641/CJPSystem/Sales%20Tax	/frmSCJ_Licence_Find.aspx	m ::::::::::::::::::::::::::::::::::::	
	Server time is 10/01/201			User Name: Test I
	Sales Tax			
lome	<sup>=</sup> Sales Tax Return (	Draft)		
ompany Information 🕨				
Iser Information	Licence Holder Name	:UNITED WEAVING MILLS SDN BHD(B56503A )	CJP1 Reg. Number	. This field will be automat
Sales Tax	Licence Reg No. (CJ2)	:A10-CJ-A053091 /1993	CJP1 Stn Submit To	A10 IPOH,PERAK
	Taxable Schedule	:From 01/04/2005 To 31/05/2005	Due Date	28/06/2005
Service Tax	Export Sales	: 100	Date Registered	:
Eveice Duty	Local Sales (Exempted Goods) CJP(2)	: 200	Date Received	:
Excise Duty	Exempted Sales	: 300	Form Status	Draft
User Administration 🔸	Sales To CJ5 Holder	- 400	Receipt No	:
	Total Taxable Sales	: 0.00	Receipt Date	:
Logout	Total Tax Amount	: 0.00	Amount Paid	: 0.0
	Total CJ10	: 80.00	Balance	: 0.0
	Total Credit Note	: 500	BOD Ref	:
	Total Tax Payable Penalty Rate	: 0.00 : 50.00%	BOD Date Remark	:
	Total Penalty	: 0.00		
	Total Amount Payable	:		
	CJP1 Registered By IC	: Registered Name	:	
	Total Detail	:0		
		Detail Sales	Fax Return	
	Add			
			Page Of 🕨 🕅	
	Back Clear			
		CJP System © 2013		

Figure 3.1 – Sales Tax License CJP1 Form header

4. Press the [Add] button to create the detail of Sales Tax Return at Figure 3.1.

+ Contraction of the second se	51641/CJPSystem/Sales%20Tax/frmSCJ_CJ3TaxReturn_Ins.aspx	🥖 🥖 ::::: CJP System ::::::::::::::::::::::::::::::::::::	📅 🖈 🔅				
()) ()) ())	Image: Second Hamiltonian Customs Department CJP Online Page						
Welcome to CJP System. S	/elcome to CJP System. Server time is 10/01/2014 12:02:05 . User Name: Test Us						
Home	Sales Tax						
Tiome	<sup>=</sup> Sales Tax Return (Draft)						
Company Information ♦							
		Detail Sales Tax Return					
User Information >	Tariff Code :						
Sales Tax	Goods Description :		]				
	Good Sold Amount :						
Service Tax	Own Use Amount :	Tax Rate %	:				
Excise Duty	Leased Amount :	Total Amount	:				
User Administration	Work Done Amount :	Total Tax Payable	:				
User Administration 🔸							
Logout	Back Clear Add						
	D	etail Sales Tax Return Listing					
	CJP System © 2013						
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			€ 100% ▼				

Figure 3.2 – Sales Tax License CJP1 Form detail

5. Please fill in the detail information for Sales Tax CJP1 (Figure 3.2) before pressing the [Add] button.

Following are the field desc	cription and criteria:-
0	1

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Tariff Code	Numeric	10	Yes	Must be a valid Tariff
					code
					Eg: 7318150020
2	Goods Description	Alphanumeric	70	No	
3	Good Sold Amount	Decimal	11,2	At least	With no more than two
4	Own Use Amount	Decimal	11,2	one need	decimal places and must
5	Leased Amount	Decimal	11,2	to have	be equal or more than 0.
6	Work Done Amount	Decimal	11,2	value	Maximum value can be
					entered: 999,999,999.99

6. Click on the magnifying glass on the right side of Tariff Code to search for frequently used added Tariff Code. (Figure 3.3)

🥭 📖 C	JP System ::::::::::::::::::::::::::::::::::::	
	Search For Tariff Code	
	a a construction of the second se	
	Tariff Code       Product Description       Searc         Fill in the above information and click Search	h
	1 - 1 in 1 are displayed	
	No Tariff Code Description	Tax Rate %
	1 7318.15.002 Bike	10.00%
	Page Close Clear	e 1 Of 1

Figure 3.3–Tariff Code Search Screen

Following are the field description and criteria for Figure 3.3:-

No	Field Name	Туре	Size	Mandatory	Remark (Example)
1	Tariff Code	Numeric	10	No	Must be a valid Tariff code
					Eg: 7318150020
2	Product	Alphanumeric	70	No	
	Description				

- 7. Click on the magnifying glass on the right side of Tariff Code to search for
- 8. You may search Tariff Code with the filtering criteria before pressing the [Search] button.
- 9. To choose the Tariff Code, click on the hyperlink at the Tariff Code column. If no result is return, press Close to return to previous screen Figure 3.3.
- 10. After select a valid Tariff Code and key in the price and good description, click on the [Add] button at Figure 3.5 and your will see the message Record Created. If mandatory field is not enter, it will be highlighted in red (Figure 3.4). Press [Back] button to return to previous screen. (Figure 3.6). A Summary will be shown at the bottom of page.

(-) 🧭 http://local	nost:51641/CIPSystem/Sales%20Tax/frmSCI_CI3TaxReturnDetail_Ins.aspx	- □ -× ↑ ★ ¤
	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page	^
Welcome to CJP System	Server time is 10/01/2014 12:02:48 .	User Name: Test User
Home	Sales Tax	
nome	<sup>a</sup> Sales Tax Return (Draft)	
Company Information	·	
User Information	CE20E Good Sold or Own Use or Leased or Work Done Amount item record not found. Detail Sales Tax Return	
Oser Information	Tariff Code : 7318150020	
Sales Tax	Goods Description : Bike	
Service Tax	Good Sold Amount	
Service Tax	Own Use Amount : Tax Rate %	: 10.00
Excise Duty	Leased Amount : Total Amount	
User Administration	Work Done Amount : Total Tax Payable	a :
Logout		
	Back Clear Add Detail Sales Tax Return Listing	
	CJP System © 2013	
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Figure 3.4–Mandatory Field for Sales Tax Return Detail

() () ()	Ihost:51641/CJPSystem/Sales%20Tax/frmSCI_CJ3TaxReturnDetail_Ins.aspx       P < C       Image: CJP System ::::::::::::::::::::::::::::::::::::	n ★ 0
	Sales Tax	
Home	Esales Tax Return (Draft)	
Company Information		
	Detail Sales Tax Return	
User Information	Tariff Code : 731815002	
Sales Tax	, Goods Description : Bike	
	Good Sold Amount : 1,000	
Service Tax	Own Use Amount         2,000         Tax Rate %	: 10.00
Excise Duty	Leased Amount : 3,000 Total Amount	: 10,000.00
,	Work Done Amount : 4,000 Total Tax Payable	: 1,000.00
User Administration	<b>}</b>	
Logout	Back Clear Update	
3	Back Clear Update Detail Sales Tax Return Listing	
	1 - 1 in 1 are displayed	
	No Tariff Code Good Description Good Sold Amt Own Use Amt Leased Amt Work Done Total A	mount Tax Rate % Total Tax Payabl
		,000.00 10.00% 1,000.0
		Page 1 Of 1
	Total Taxable Sales : 10,000.00	
	Total Tax Amount : 1,000.00	
	CJP System © 2013	
		🔍 100% 🔻

Figure 3.5– After creation of Sales Tax Return Detail

Tax e Holder Name e Reg No. (CJ2) e Schedule Sales ales (Exempted CJP(2) ted Sales o CJ5 Holder		0 31/05/2005 00	CJP1 Reg. Number CJP1 Stn Submit To Due Date Date Registered	: A10-900002/1401 : A10 IPOH,PERAK : 28/06/2005 : 10/01/2014 12:03:32
e Holder Name e Reg No. (CJ2) e Schedule Sales ales (Exempted CJP(2) ted Sales	:UNITED WEAVING M :A10-CJ-A053091 /19 :From 01/04/2005 To : 100. : 200.	993 5 31/05/2005	CJP1 Stn Submit To Due Date	A10 IPOH,PERAK 28/06/2005
e Reg No. (CJ2) e Schedule Sales ales (Exempted CJP(2) ted Sales	:A10-CJ-A053091/19 :From 01/04/2005 To : 100. : 200.	993 5 31/05/2005	CJP1 Stn Submit To Due Date	A10 IPOH,PERAK 28/06/2005
e Reg No. (CJ2) e Schedule Sales ales (Exempted CJP(2) ted Sales	:A10-CJ-A053091/19 :From 01/04/2005 To : 100. : 200.	993 5 31/05/2005	CJP1 Stn Submit To Due Date	A10 IPOH,PERAK 28/06/2005
e Schedule Sales ales (Exempted CJP(2) ted Sales	:From 01/04/2005 To 100. 200.	0 31/05/2005 00	Due Date	28/06/2005
Sales ales (Exempted CJP(2) ted Sales	: 100. : 200.	00		· · · · ·
ales (Exempted CJP(2) ted Sales	: 200.		Date Registered	. 10/01/2014 12:03:32
CJP(2) ted Sales		00		10/01/2014 12:03:32
ed Sales	: 300.		Date Received	:
o CJ5 Holder		00	Form Status	Draft
	: 400.	00	Receipt No	:
axable Sales	: 10	0,000.00	Receipt Date	:
ax Amount	:	1,000.00	Amount Paid	: 0.0
J10	:	80.00	Balance	: 0.0
	: 500.	00	BOD Ref	:
	:	420.00		:
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-			Tast Usar	
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		Detail Sales	Tax Return	
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			000.00 3,000.00 4,000.00 3	10,000.00 10.00% 1,000
	n 1 are displayed	ax Payable : y Rate : tenalty : mount Payable : egistered By IC :740208145539 tetail :1 Id Edit Delete h 1 are displayed	ax Payable : 420.00 y Rate : 50.00% tenalty : 210.00 mount Payable : 630.00 egistered By IC :740208145539 Registered Name tetail :1 Detail Sales Id Edit Delete 1 are displayed No Tariff Code Good Description Good Sold Amt Own Us	ax Payable : 420.00 BOD Date y Rate : 50.00% Remark tenalty : 210.00 imount Payable : 630.00 egistered By IC :740208145539 Registered Name : <sub>Test User</sub> tetail :1 Detail Sales Tax Return Id Edit Delete

Figure 3.6– CJP1 Header for Sales Tax

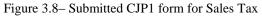
- 11. You may edit or delete the Detail that you have entered. (Figure 3.6)
- 12. To submit the CJP1 Form, you need to press the [Save] (Figure 3.6) and then follow by pressing the [Submit] button at Figure 3.7. A confirmation will be prompt to ask whether you want to submit the CJP1 Form. Submitted CJP1 Form for Sales Tax it will change status from Draft to Submitted.

come to CJP System	. Server time is 10/01/201	4 12:05:25 .			User Name: Test U
	Sales Tax				
lome	<sup>=</sup> Sales Tax Return (	Draft)			
ompany Information ♭	GM82N Process comp	oleted.			
er Information	Licence Holder Name	UNITED WEAVING MIL	LS SDN BHD(B56503A )	CJP1 Reg. Number	A10-900002/1401
	Licence Reg No. (CJ2)	:A10-CJ-A053091/199	3	CJP1 Stn Submit To	A10 IPOH,PERAK
les Tax 🔹 🕨	Taxable Schedule	:From 01/04/2005 To 3	31/05/2005	Due Date	28/06/2005
rvice Tax	Export Sales	: 100.00	]	Date Registered	10/01/2014 12:03:32
	Local Sales (Exempted Goods) CJP(2)	: 200.00	]	Date Received	:
ise Duty 🔹 🕨	Exempted Sales	: 300.00	]	Form Status	Submitted
	Sales To CJ5 Holder	: 400.00		Receipt No	:
er Administration 🔸	Total Taxable Sales	: 10,	00.00	Receipt Date	
jout	Total Tax Amount	: 1,	00.00	Amount Paid	0.0
	Total CJ10	:	80.00	Balance	: 0.0
	Total Credit Note	: 500.00	]	BOD Ref	:
	Total Tax Payable	÷	420.00	BOD Date	:
	Penalty Rate		0.00%	Remark	:
	Total Penalty		210.00		
	Total Amount Payable		530.00		
	CJP1 Registered By IC	:740208145539	Registered Name	Test User	
	Total Detail	:1			
			Detail Sales	ax Return	
	1 - 1 in 1 are displayed				
	Select No Tariff Co				Amount Tax Rate % Total Tax Paya
	1 7318.15.00	2 Bike	1,000.00 2,0	00.00 3,000.00 4,000.00 10	,000.00 10.00% 1,000
					Page 1 Of 1
	Back				

Figure 3.7– To submit CJP1 form for Sales Tax

- 13. If you decide to submit CJP1 later, draft CJP1 will appear under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Draft)]
- 14. If you have submitted your CJP1, submitted CJP1 will appear under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Submitted)] Figure 3.8
- 15. If your CJP1 has been paid, it will appear under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Paid)].

+ttp://localhos	🕯 🛣 CJP System / Sales%20Tav/frmSCJ_CJ3TaxReturnSubmit_Find.aspx 🖉 🗸 🖉 🎆 🔐 CJP System ::::::::::::::::::::::::::::::::::::
() () () ()	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page
Welcome to CJP System. S	Server time is 10/01/2014 12:07:25 . User Name: Test Us
Home	Sales Tax
nome	<sup>B</sup> Sales Tax Return (Submitted)
Company Information +	
User Information +	License Available : A10-CJ-A053091/1993 V 1 - 1 in 1 are displayed
Sales Tax →	Select No Lic No. CJP1 Reg No. Registered Date Taxable Period Due Date Status
Service Tax	Image: 1         A10-CJ-A053091 /1993 A10-900002/1401         10/01/2014         01/04/2005 to 31/05/2005         28/06/2005         Submitte
Service Tax	Page 1 Of 1
Excise Duty	View CJP1 Print CJP1
User Administration 🔸	

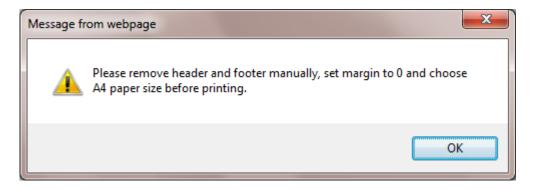


16. To view the CJP1 form in pre-printed form, please click on the [Print CJP1] button. (Figure 3.9)

Report	Page Here:	<< >>	Print Curr	ent Pag	e Print All	ages					
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I hereby co	erity that this declarate 1/2014	s is true and complete	8/17.81 (240) 4.3 A 141	LAYNER	Receipt No.				10.		

Figure 3.9–CJP1 form for Sales Tax

1. To print current page of CJP1 form, please click on the [Print Current Page] or click on [Print All Pages] to print all. 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.



## 5.4 To Pay the CJP1 Sales Tax Return Using Online Payment Gateway

- 1. If you have submitted your CJP1, submitted CJP1 will appear under the menu [Sales Tax]-[Tax Return Maintenance]-[Tax Return (Submitted) Figure 3.8
- 2. Select the radio button of the CJP1 form that you would like to pay and click on [View CJP1] button.

<u> 100 16</u>	Jabatan Kasta Royal Malaysian Cust	m Diraja Ma oms Department			<sup>o</sup> System			User Naı	me: Test l
ome	Sales Tax								
, me	<sup>#</sup> Sales Tax Return (!	Submitted)							
mpany Information									
er Information	Licence Holder Name	UNITED WEAV	ING MILLS SDN BHD(B	565034)		CJP1 Reg. Numb	er .Δ	10-900002/1401	1
	Licence Reg No. (CJ2)	:A10-CJ-A0530	-	5666677		CJP1 Stn Submit		10 IPOH,PERAK	
es Tax 🕠	Taxable Schedule		005 To 31/05/2005			Due Date	•	8/06/2005	
	Export Sales	:	100.00			Date Registered		0/01/2014 12:03	3.32
vice Tax 🔹	Local Sales (Exempted		200.00			Date Received		0/01/2014	5152
ise Duty	Goods) CJP(2)						•		
ise Duty .	Exempted Sales		300.00			Form Status	: 5	ubmitted	
er Administration 🔸	Sales To CJ5 Holder	:	400.00		T-1-1 D-1-11	Receipt No	:		
	Total Taxable Sales Total Tax Amount	:	10,000.00		Total Detail:1	Receipt Date Amount Paid	:		
jout		:	1,000.00				:		0.0
	Total CJ10	:	80.00			Balance	:		0.0
	Total Credit Note	:	500.00			BOD Ref	:		
	Total Tax Payable Penalty Rate		420.00 50.00%			BOD Date Remark	:		
	Total Penalty		210.00				:		
	Total Amount Payable		630.00						
	CJP1 Registered By IC	:74020814553		ered Name					
		•/4020014555	, nogist		Test	User			
				Detail 9	ales Tax Return				
	1 - 1 in 1 are displayed			Detail		•			
	Select No Tariff C	ode Good	Description Good	Sold Amt O	wn Use Amt Leas	ed Amt Work Done	Total Amount Ta	x Rate % Total	Tax Pay
	1 7318.15.0	02 Bike		1,000.00	2,000.00	3,000.00 4,000.0	0 10,000.00	10.00%	1,00
								Page 1	Of 1
	Back Pay No								

Figure 4.0 – CJP1 form ready for payment

3. Click on the [Pay Now] button. Make sure your CJ10 Application has been approved before you submit your CJP1 form. If CJP1 form is submitted before the CJ10 approval, the pending CJ10 application will be cancelled.

**100%** •

← (⇒) 🤗 http://localhost	:64293/CJPSystem/Sale	es%20Tax	/frmSCJ_CJ3TaxReturn_View_	Ins.aspx 🔎 - C	🧃 ::::: CJP System ::::::::::::::::::::::::::::::::::::	×	-	- □ ×
Welcome to CJP System. S			m Diraja Malay oms Department CJP C 4 02:06:10 .	Sia Online Page	S		U	ser Name: Test User
Home	Payment							
Company Information 🕨	Payment Re	quest						
User Information	Payment Option		Request Date	Type of Payment	Registration No	Tax (RM)		Total Amount (RM)
Sales Tax		1	10/01/2014 07/01/2014	CJ3 CP3	A10-900002/1401 A10-900006/1311	420.00 76,440.00	210.00 38,220.00	630.00 114,660.00
Sucortax		3	07/01/2014	СРЗ	A10-900003/1312	75,000.00	37,500.00	112,500.00
Service Tax	Continue							
Excise Duty								
User Administration 🕨								
Logout								

- Figure 4.1 Payment request selection
- 4. Tick the Form that you would like to make payment and click the [Continue] button. (Figure 4.1)

+ttp://localhos	it:64293/CJPSystem/Sales%20Tax,	/frmSCJ_CJ3PaymentRe	q1Select_Find.aspx 🍳 🗸 🖒 🄏 ::::: CJP Syste	m : ×	A35	- □ × A ★ \$
()) ()	Jabatan Kasta Royal Malaysian Cust	m Diraja Mal oms Department C.	aysia IP Online Page			^
Welcome to CJP System.	Server time is 10/01/201	4 02:06:28 .				User Name: Test Us
Home	Payment					
nome	Confirm Payment R	lequest				
Company Information +						
User Information	No Request Date		Registration No	Tax (RM)	Penalty (RM)	Total Amount (RM)
	1 10/01/2014	CJ3	A10-900002/1401	420.00	210.00	630.0
Sales Tax →	Request Mode	Business To C	Consumer O Business To Business		Tota	I(RM) 630.0
Service Tax	Back Confirm					
	L					
Excise Duty >						
User Administration 🔸						
Logout						
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Figure 4.2 – Payment confirmation

5. Press the [Confirm] button and you will be prompt whether you are sure to proceed to online payment gateway

Message fro	om webpage
?	Are you sure you want to proceed?
	OK Cancel

Figure 4.3 – Confirmation before proceeding to online gateway

6. Press the [Confirm] button and you will be prompt whether you are sure to proceed to online payment gateway

🮯 ::::: CJP System ::::::::::::::::::::::::::::::::::::	nternet Explorer	L
	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page	
Payment Submission		
Payment Channel:	B2C V	
Transaction Code:	20140110000001	
Item Summary:	B56503A	
Payment Amount: RM	630.00	
	Submit	
	Figure 4.4 – Online Payment Gateway Step 1	

Tigure 4.4 – Onnine Tayment Gateway

7. Press the [Submit] button to continue.

e http://218.208.33.67/	/ - ::: FPX Payment Confirmation ::: - Internet Explorer	
1	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department Page	^
Payment Confirm	nation	
Transaction Da Order No.: Payment Chann Item Summary: Total Amount:	20140110000001 nel: B2C : B56503A	
	Proceed Cancel	
_	FPX	
Int	ternet Explorer blocked a pop-up from 218.208.33.67. Allow once Options for this site 🔻 🗙	~

Figure 4.5 – Online Payment Gateway Step 2

8. Make sure your pop up blocker is off or set to always allow this website to pop up before you continue. Click [Proceed] button to continue. Figure 4.5

Attps://u	at.mepsfpx.com.my/ - Certificate Error: Navigation Blocked - Internet Explorer	
8	There is a problem with this website's security certificate.	
	The security certificate presented by this website was not issued by a trusted certificate authority.	
	Security certificate problems may indicate an attempt to fool you or intercept any data you send to the server.	
	We recommend that you close this webpage and do not continue to this website.	
	Vick here to close this webpage.	
	Sontinue to this website (not recommended).	
	More information	

Figure 4.6 – Online Payment Gateway Step 3

9. If you receive this certificate warning, please click [Continue to this website] to continue. Figure 4.6

/ https://uat.mepsfpx.com.my/ - ::: MyClear - FPX :::	- Internet Explorer		-	State of the local division of the local div	
Payment Details			V PAGE 1	2 3 4	~
Merchant Name	: JABATAN KASTAM DIRAJA MALAYSIA CJP		Ban	k Selection	
Merchant Order No.	: 20140110000001				
FPX Transaction ID Product Description	: 1401101405540377 : B56503A				
Amount	: RM 630.00				
Select your Retail / Corp (Offline – This option is not an temporarily not available) Retail Banking BANK (SLA Maybank2u.co EST BANK A (Successful Txn Only) TEST BANK D (Unsuccessful Txn Only)	M (Offline)		0	HongLeong Bank Connect RHDP/Jour TEST BANK C (Unsuccessful Txn Only)	
Corporate Banking					~

Figure 4.7 – Online Payment Gateway Step 4

- 10. Please choose your bank of choice before click the [Continue] button to bring you to your own online banking website. Figure 4.7
- 11. Please login using your own bank username and password and confirm the transaction amount. Once you are done, you will be prompt the complete transaction page. Click [Click Here to Complete Your Transaction] Figure 4.8

Attps://uat.mepsfpx.com.my/ - ::: MyClear - FPX :::	- Internet Explorer	
MEPS	<sub>x</sub> OSimple. Convenient. (	Secure ^
Nationa	al Internet Payment Ga	teway
Payment Details Merchant Name Merchant Order No. FPX Transaction ID Product Description Amount Transaction Status Date & Time Buyer Bank Bank Reference No.	: JABATAN KASTAM DIRAJA MALAYSIA CJP : 20140110000001 : 1401101405540377 : B56503A : RM 630.00 : Approved : 10-Jan-2014 14:04:36 : TESTBANK A : 40752	PAGE 1 2 3 4 FPX Status Page
	Print Click Here to Complete Your Transaction	n
	u will be redirected to the merchant's page in 29	~
Fig	gure 4.8 – Online Payment Gateway St	ep 5

ttp://218.208.33.67/ - ::: F	PX Payment Status ::: - Internet Explorer	
1 🍪 4	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department Payment Page	
'X Transaksi Status	Pri	nt
Successful Trans	action	
	20140110000001	
Message Order No.		
Order Amount.	630.00	
	1401101405540377	
Debit Auth Code	00	
Debit Auth No.	40752	
Credit Auth Code	00	
Credit Auth No.	999999999	
Seller Bank		
ttp://218.208.33.67/ - ::: F	PX Payment Status ::: - Internet Explorer	
Order Amount.	630.00	
FPX Transaction ID	1401101405540377	
Debit Auth Code	00	
Debit Auth No.	40752	
Credit Auth Code	00	
Credit Auth No.	999999999	
Seller Bank		
Buyer Name	Meps User	
Buyer Id		
Buyer Bank ID	TEST0001	
Buyer Bank Branch	TESTBANK A	
Buyer Acc No		
Buyer I Bank	TESTBANK A	
Maker Name	TESTBANK A	
Currency	MYR	
Charge Type	AA	
0 1 0		
Order Count	1	
Order Count Transaction Date	1 10/1/2014 2:04:46 PM	

Figure 4.9 – Online Payment Gateway Step 6

- 12. You will receive the complete transaction pages, please click [Continue] at the bottom of the page to continue. Figure 4.9
- 13. The last step you will see the following page at our website to indicate the Payment Request has been completed successfully. Click [OK] to close the screen. Figure 5.0

🥔 http:	://10.1.1.133/ - ::::: CJP System ::::::::::::::::::::::::::::::::::::
	Payment Response
	e <mark>=</mark>
	The Payment Request was Completed.
	ОК

Figure 5.0 – Online Payment Gateway Step 7

#### 5.5 To View the Status of Your Payment Request

1. To view the status of your payment request, please go to menu [Sales Tax]-[Payment]-[Payment Status/History] Figure 5.1

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	:64293/CJPSy	stem/Sale	s%20Tax/frmSCJ_CJ3PaymentReq2Con	firm_Find.asp> 🔎 🔻 🖒 <i>@</i> 📰	: CJP System ::::::: ×		<b>↑</b> ★ ☆		
Jabatan Kastam Diraja Malaysia           Royal Malaysian Customs Department CJP Online Page									
Welcome to CJP System. Server time is 10/01/2014 02:12:58 . User Name: Test User									
Home	Payment								
nome	" Payı	nent Sta	ntus/History						
Company Information +			tion below and click Search						
User Information									
		ransact	ion No. : ion Date :						
Sales Tax >		Status	All Status	<b>`</b>					
Service Tax			Search	Clear					
	1 - 10 in	115 are	e displayed	Ciedi					
Excise Duty	Select	No	Transaction Code	Request Date/Time	Payment Mode	Transaction Amount	Status		
User Administration	۲	1	20140110000001	10/01/2014 14:07:18	Business To Consumer	630.00	Success		
User Auministration ,	0	2	20131220000263	20/12/2013 16:27:18	Business To Consumer	4,801.50	Success		
Logout	0	3	20131218000260	18/12/2013 17:51:02	Business To Consumer	3,000.00	Success		
Logour	0	4	20131218000259	18/12/2013 16:55:18	Business To Consumer	1,500.00	Success		
	0	5	20131218000258	18/12/2013 16:51:46	Business To Consumer	1,500.00	Send To Online Payment		
	0	6	20131218000192	18/12/2013 11:40:03	Business To Consumer	197,833.20	Success		
	$\circ$	7	20131209000123	09/12/2013 16:34:50	Business To Consumer	6,000.00	Success		
	0	8	20131209000122	09/12/2013 16:30:50	Business To Consumer	6,000.00	Payment Request Cancelled		
	$\odot$	9	20131209000121	09/12/2013 16:28:35	Business To Consumer	0.00	Send To Online Payment		
	0	10	20131204000072	04/12/2013 18:13:14	Business To Consumer	0.00	Rejected		
						Page 1 Of 12			
	Detai	i	Cancel						
				CIP System @ 1	0012				

Figure 5.1 – Payment Status/History

2. To view the detail of your payment request, select the radio button of the transaction that you wish to view and click on the [Detail] button. Figure 5.2

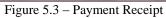
	_					
🗲 🕀 🏉 🖉 http://localho	st:64293/CJPSystem	/Sales%20Tax/frmSCJ_CJ3PaymentStatusH	istory_Find.as 🔎 👻 (	් <i>@</i> ::::: CJP System ::::::::::::: ×	AND AND AND	fh ★ \$
<b>(1)</b>		n Kastam Diraja Malays ysian Customs Department CJP O	sia nline Page	C		
Welcome to CJP System.	Server time is 1	.0/01/2014 02:14:13 .				User Name: Test Us
Home	Payment					
nome	<sup>#</sup> Payment	t Status/History				
Company Information ▹						
User Information	No	Transaction Code	Туре	Form No.	Actual Amount	Paid Amount
	1	20140110000001	CJ3	A10-900002/1401	630.00	630.0 Page 1 Of 1
Sales Tax 🔸						
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Service Tax 🔹 🕨						
Excise Duty						
User Administration 🔸						
Logout						
Logour						
			CJP Sy	stem © 2013		
<						• 100% •
						- 100 % +

Figure 5.2 – Payment Status/History Detail

#### 5.6 To Print Your Official Payment Receipt

1. To print official payment receipt, please go to menu [Sales Tax]-[Payment]-[ Payment Receipt] Figure 5.3

er time is 10	Image: State of the s									
elcome to CJP System. Server time is 10/01/2014 02:15:06 . User Name: Tes Payment										
	Receint									
lect No	Form No	Request Type	Receipt Date/Time	Receipt No	Amount	Status				
• 1	A10-900002/1401	CJ3	10/01/2014 14:05:19	000001CJ	630.00	Printed (0)				
2	A10-900002/1312	CJ3	20/12/2013 16:27:21	000146CJ	4,801.50	Printed (0)				
3	A10-900021/1311	CJ3	18/12/2013 17:51:04	000141CJ	3,000.00	Printed (3)				
) 4	A10-900019/1311	CJ3	18/12/2013 16:54:58	000140CJ	1,500.00	Printed (0)				
5	A10-900020/1311	CJ3	18/12/2013 16:50:59	000139CJ	1,500.00	Printed (0)				
6	A10-900015/1311	CJ3	18/12/2013 11:40:04	000070CJ	197,833.20	Printed (1)				
7	A10-900016/1311	CJ3	09/12/2013 16:31:06	000015CJ	6,000.00	Printed (1)				
8	A10-900014/1311	CJ3	03/12/2013 13:19:32	000002CJ	3,600.00	Printed (0)				
9	A10-900017/1311	CJ3	25/11/2013 16:03:45	13000038	600.00	Printed (36)				
) 10	A10-900011/1311	CJ3	25/11/2013 16:02:48	13000037	1,000.00	Printed (3)				
Page 1 Of 2										
	Payment           ect         No           1         2           3         4           2         5           3         4           3         7           3         8           9         10	Payment Receipt           ect         No         Form No           1         A10-900002/1401           2         A10-900002/1312           3         A10-900019/1311           4         A10-900019/1311           5         A10-900019/1311           6         A10-900015/1311           7         A10-900015/1311           8         A10-900014/1311           9         A10-900017/1311           10         A10-900017/1311	Payment Receipt           ect         No         Form No         Request Type           1         A10-900002/1401         Cl3           2         A10-900002/1312         Cl3           3         A10-900019/1311         Cl3           4         A10-900019/1311         Cl3           5         A10-900019/1311         Cl3           6         A10-900019/1311         Cl3           7         A10-900016/1311         Cl3           8         A10-900014/1311         Cl3           9         A10-900017/1311         Cl3           10         A10-900017/1311         Cl3	Payment Receipt           ect         No         Form No         Request Type         Receipt Date/Time           9         1         A10-900002/1401         Cl3         10/01/2014         14:05:19           0         2         A10-90002/1312         Cl3         20/12/2013         16:27:21           0         3         A10-90002/1311         Cl3         18/12/2013         16:54:58           0         4         A10-900019/1311         Cl3         18/12/2013         16:54:58           0         5         A10-900015/1311         Cl3         18/12/2013         11:40:04           0         7         A10-900015/1311         Cl3         09/12/2013         16:31:06           0         8         A10-900014/1311         Cl3         03/12/2013         16:31:92           0         9         A10-900014/1311         Cl3         25/11/2013         16:03:45           0         10         A10-900011/1311         Cl3         25/11/2013         16:02:48	Payment Receipt           ect         No         Form No         Request Type         Receipt Date/Time         Receipt No           9         1         A10-900002/1401         Cl3         10/01/2014         14:05:19         000001C1           0         2         A10-90002/1312         Cl3         20/12/2013         16:27:21         000146C1           0         3         A10-90002/1311         Cl3         18/12/2013         16:54:58         000140C1           0         4         A10-900019/1311         Cl3         18/12/2013         16:54:58         000140C1           0         5         A10-900019/1311         Cl3         18/12/2013         16:54:59         000139C1           0         6         A10-900015/1311         Cl3         18/12/2013         16:30:69         000070C1           0         7         A10-900016/1311         Cl3         09/12/2013         16:31:06         000015C1           0         8         A10-900014/1311         Cl3         03/12/2013         16:32:45         13000038           0         10         A10-900011/1311         Cl3         25/11/2013         16:02:48         13000037	Payment Receipt           ect         No         Form No         Request Type         Receipt Date/Time         Receipt No         Amount           9         1         A10-90002/1401         Cl3         10/01/2014         14:05:19         00000101         630.00           0         2         A10-90002/1312         Cl3         20/12/2013         16:27:21         000146C1         4,801.50           0         3         A10-90002/1311         Cl3         18/12/2013         16:54:58         000140C1         1,500.00           0         4         A10-900019/1311         Cl3         18/12/2013         16:50:59         000139C1         1,500.00           0         5         A10-900015/1311         Cl3         18/12/2013         16:50:59         000139C1         1,500.00           0         5         A10-900015/1311         Cl3         09/12/2013         16:31:06         000070C1         197,833.20           0         7         A10-900016/1311         Cl3         09/12/2013         16:31:06         000015C1         6,00.00           0         8         A10-900014/1311         Cl3         25/11/2013         16:03:45         13000038         600.00           0         9         A				



2. To Preview the receipt, select the radio button of the transaction that you wish to preview and click on the [Preview] button. (Figure 5.3). You are require to turn off the pop up blocker before printing or previewing the receipt. Preview receipt is not an official receipt. Figure 5.4. To exit the preview, click on the cross button of the open window.

http://localhost:64293/CJPSystem/FundTransfer/frmC	JP_PaymentReceipt_Print.aspx?M	lode=Preview&obj - Inter	rnet Explorer		State of Lot	X				
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	No Rest/Receipt No: ∺86 000001CJ Tarkh/Date: 10:01:2014 MasaTime: 14:05: 10:04:00 A10, IPOH,PERAK Z/201140/00/00/00/01/_/									
	Maklumat Pembayari: ABC SDN BHD Payee Details 888, Jin Desa Bukit Antara 2, Taman Antara, 56100 Kualalumpur									
	No.Pendaftaran/Lain-L Registration No/Others									
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount						
	Pembayaran Cukai Jualan	EFT	A10-900002/1401	RM 630.00						
Ringgit Malaysia/ Malaysian Ringgit No Kebenaran: BPKS(8.15)248-11(6) 740208145539/ 02:44 03/ 10/01/2014										

Figure 5.4 – Preview Receipt

3. To print the receipt, select the radio button of the transaction that you wish to preview and click on the [Print] button. Figure 5.3

http://localhost:64293/CJPSystem/FundTransfer/frmCJP	_PaymentReceipt_Print.aspx?Mo	ode=Print&objFO - Inter	net Explorer	-	×
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	Maklumat Pembayar/:	ABC SDN B	HD		
	Payee Details	888, Jln Des KualaLumpi	sa Bukit Antara 2, Taman A ur	Antara, 56100	
	No.Pendaftaran/Lain-La	ain/ B56503A			
	Registration No/Others				
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount	
	Pembayaran Cukai Jualan	EFT	A10-900002/1401	RM 630.00	
	Malaysian Ringgit No Kebenaran: BPKS(8.15): 740208145539/ 02:43:22/ 11		uh Sahaja		

Figure 5.5 – Original Copy of Receipt

4. The first printed copy will be original copy (Figure 5.5) and subsequent 2<sup>nd</sup> and 3<sup>rd</sup> printed copy will be duplicated copy (Figure 5.6). You are only allow to print 3 times.

http://localhost:64293/CJPSystem/FundTransfer/frmCJ	IP_PaymentReceipt_Print.aspx?M	ode=Print&objFO - Inter	net Explorer	_	×
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	Maklumat Pembayar/: Payee Details		sa Bukit Antara 2, Taman	Antara, 56100	
	No.Pendaftaran/Lain-La	KualaLumpu ain/ B56503A	JF		
	Registration No/Others				
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount	
	Pembayaran Cukai Jualan	EFT	A10-900002/1401	RM 630.00	
	Ringgit Malaysia/: En Malaysian Ringgit	am Ratus Tiga Puli	uh Sahaja		
	No Kebenaran: BPKS(8.15)				
	1402001400000 02.44.10/1	010112014			

Figure 5.6 – Duplicate Copy of Receipt

#### 5.7 To View Historical Paid Penalty Record

1. To view historical paid penalty record, please go to menu [Sales Tax]-[Penalty]-[Penalty Status] Figure 5.7

	calhost	t:64293/CJPSyste	m/Sales%20Tax/frmSCJ_CJF	PenaltyStatus_Find.aspx?	Туре 🔎 🗕 🖒 Гуре р 🗸 СЈЕ	9 System ::::::: >		And Add and a strength		× □ = 10 ★ 10
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Sales Tax	+	Select No	BOD NO	BOD Date	Total Tax Payable	Total Penalty	Total Tax Paid	Total Penalty Paid		
		• 1	B10-CJ-01004/0708	16/08/2007	3,575.72	1,787.86	0.00	0.00	5,363.58	
Service Tax	•	0 2	B10-CJ-01003/0708	16/08/2007	4,527.35	2,263.68	1,000.00	0.00	5,791.03	
		0 3	B10-CJ-01001/0708	16/08/2007	7,598.84	3,799.42	7,598.84	0.00 Pag	3,799.42	1 Of 1
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Logout										
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Figure 5.7 – Penalty Status

2. To view detail of historical paid penalty record, please select the radio button and click the [Detail] button Figure 5.7

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welcome to CP System.	Server time is 10/01/2014 03:50:05 . User Name: Test User
Home	Penalty
Company Information 🕨	Penalty Status
User Information	No         BOD No         Serial No         Tax Amount Penalty Amount Amount Payable Revenue Code Penalty Revenue Code Form Type CJP1 NO           1         B10-CJ-01004/0708 01         3,575.72         1,787.86         5,363.58         415         716         CJ3         B10-000701/0708
Sales Tax 🔸	Page 1 Of 1
Service Tax +	
Excise Duty +	
User Administration 🔸	
Logout	
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Figure 5.8 – Detail Penalty Status

#### 5.8 To View Historical Paid Installment Record

1. To view the historical paid installment transaction, please go to menu [Sales Tax]-[Penalty]-[Installment Status] Figure 5.9

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#### Figure 5.9 – Installment Status

2. To view detail of historical paid installment transaction, please select the radio button and click the [Detail] button. Figure 5.9

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+ 🔿 🧭 http://localh	ost:64293/	CJPSystem/Sales%20Tax/fi	mSCJ_CJInstallmentS	itatus_Find.aspx?1 🔎 🤉	- 🖒 🏉 :: CJP	System ::::::	×			\hbar 🖈 🛱
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Home		Installment Detail								
Company Information 🕨										
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Oser Information		1 01/07/2009	580.00	0.00	580.00	430	716			
Sales Tax		2 01/08/2009 3 01/09/2009	580.00 580.00	0.00	580.00	430	716			
Buics fux		4 01/10/2009	160.00	0.00 420.00	580.00 580.00	430 430	716			
Service Tax		5 01/11/2009	0.00	580.00	580.00	430	716			
Service Tax ,									Page	e 1 Of 1
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Figure 6.0 – Detail Installment Status

## 6 Service Tax

### 6.1 To View Service Tax License Information and Service Tax Return Schedule

1. Click Menu [*Service Tax*]-> [*Service Tax Licence*]. (Figure 6.1) Please tick the license that you would like to view and click [View Detail] button (Figure 6.2).

64293/CJPSy	ystem/Sei	rvice%20Tax/frmSCl	P_Licence_Find.aspx	item ::::::: ×			- □ ×					
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Compan	y Infor	mation										
<sup>=</sup> Con												
			Available Compa	any Licence Profile:								
Select	No	Licence Type	Licence No / Licence Year	Status	Effective Date(From)	Effect	ive Date(To)					
•						-						
0	2	Service Tax	A10-CP-09000008/2009	Cancel	16/07/2009	- Page 1	Of 1					
View De	tail											
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Figure 6.1 – Service Tax License Profile Selection

come to CJP System.				Diraja Malays s Department CJP O 3:19:19 .	Sia Inline Page				Use	er Name: Test (		
	Service	Service Tax										
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es Tax →	Date Registered		:04/10/2002		Date Applied	ate Applied :25/09/2002						
	Date	e Approv	ed	:28/09/2002		Approved By	:PKN					
vice Tax 🔹 🕨	Effective Date			:24/09/2002		Industry	:021 PEGUAM					
ise Duty		Premise Address Tel No.		:LOT 3428, NAM TAK GARDEN,BT 21, 81000 KULAI, JOHOR : 019-7376917		Company Address	:LOT 3428, NAM TAK GARE		I,BT 21, 81000 KULAI	., JOHOR		
	Busi	iness Na	me	:		BG Ref No	:					
gout	Serv	rices		FIRMA GUAMAN		Last CJP1 Date	:					
	Card	l Type		:		Next CJP1 Date	:					
	Lice	nsee Typ	e	:Normal		Bus Start Date	:01/04/2001					
	Num	ber of R	oom	:		Bus End Date	:					
	1 - 6 in	6 are di	splayed	A	vailable Tax Sc	hedule Year : 20	Backward	Forward				
	Select			ABLE PERIOD	DUE DATE	CJP1 RECEIVED DAT	E RECEIPT AMT	RECEIPT NO	CJP1 No	STATUS		
		2		004 to 29/02/2004 004 to 30/04/2004	29/03/2004 28/05/2004							
	0	3		004 to 30/06/2004	28/03/2004							
	0	4		004 to 31/08/2004	28/09/2004							
	0	5	01/09/2	004 to 31/10/2004	29/11/2004							
	0	6	01/11/2	004 to 31/12/2004	28/01/2005							
									Page	1 Of 1		

Figure 6.2 – Service Tax License Information

2. Click the [Backward] and [Forward] button to navigate through the available Tax Schedule

### 6.2 To Submit Service Tax Return

1. Click Menu [*Service Tax*]-> [*Service Tax Licence*]. (Figure 6.3)

1	Jak	oatan	Kastam	Diraja Malays	sia		1	13K					
ne to CJP System.							6	-		Use	r Name: Test		
	Service	-											
e	= Se	rvice Ta	x Licence Ir	formation									
pany Information 🕨		nce Reg		:A10-CP-41371/	2002	Licence Stati	on	:A10 IPOH,PI	ERAK				
	Com	pany Na	me	ABC SDN BHD									
Information +	Ref.	No (ROE	S/ROC)	:B56503A		Application F	Reference	:					
Tax 🕨	Ref. No (ROB/ROC) Date Registered					Date Applied		:25/09/2002					
Tax .	Date	Approv	ed	:28/09/2002	Approved By		:PKN						
ce Tax 🔹 🕨	Effec	Effective Date		:24/09/2002		Industry		:021 PEGUAM					
e Duty 🔸	Pren	Premise Address		:LOT 3428, NAM TAK GARDEN,BT 21, 81000 KULAI, JOHOR		Company Ad	dress	:LOT 3428, NAM TAK GARDEN,BT 21, 81000 KULAI, J			, JOHOR		
Administration	Tel N	lo.		: 019-7376917									
	Busi	ness Nar	ne	:		BG Ref No		:					
ut	Serv	ices		FIRMA GUAMAN		Last CJP1 Da	te	:					
	Card	Туре		:		Next CJP1 D	ate	:					
	Licer	nsee Typ	e	:Normal		Bus Start Da	te	:01/04/2001					
	Num	ber of R	oom	:		Bus End Date	2	:					
					vailable Tax Sc	hadula	Year : 2004	Backward	Forward				
	1 - 6 in	6 are dis	splayed	A	valiable tax sc	nequie	rear : 2004	Dackward	Forward				
	Select	No		ABLE PERIOD	DUE DATE	CJP1 RECE	VED DATE	RECEIPT AMT	RECEIPT NO	CJP1 No	STATU		
	•	1		004 to 29/02/2004	29/03/2004								
		2		004 to 30/04/2004 004 to 30/06/2004	28/05/2004 28/07/2004								
		4		004 to 31/08/2004	28/09/2004								
		5		004 to 31/10/2004	29/11/2004								
	0	6		004 to 31/12/2004	28/01/2005								
										Page	1 Of 1		

Figure 6.3 – Service Tax License Information

- 2. Select the radio button at Figure 6.3, then press the [Submit CJP1] button.
- 3. You will see the header information for Service Tax CJP1 form (Figure 6.4), then follow by pressing the [Add] button to add the detail of the Service Tax CJP1.

+ (a) (a) http://localho	st64293/CJPSystem/Service%20Tax/frmS	CP_Licence_Find.aspx	5 <del>-</del> Q	🧟 ::::: CJP System		/					
icome to CJP System.	Server time is 10/01/2014 03:1		<b>a</b> line Page					User Name: Test			
	Service Tax										
lome	Eservice Tax Return (Draft)										
ompany Information +	Licence Holder Name Licence Reg No. (CP2) Taxable Schedule	ABC SDN BHE	1 /2002	04	CJP1 Reg. I CJP1 Stn S Due Date	ubmit To :	This field will be auto A10 IPOH,PERAK	matic generated			
ervice Tax	Declare By Total Taxable Services Value	:From 01/01/2004 To 29/02/2004 :Test User : 0.00			Due Date Date Regis Date Recei	tered :	29/03/2004				
cise Duty 🕨	Total Tax Computed Total Penalty	:				:	: Draft :				
er Administration	Total Amt Payable CJP1 Registered By ID Registered Name	:74020814553				te : nt : ceipt Amt :		0. 0.			
	Total Detail	:0			BOD Ref. BOD Date						
		Detail Service Tax Return									
	Add Edit 1 - 3 in 3 are displayed	Delete									
	Select         No         Serv Type <ul> <li>1</li></ul>	Service Tax Rate	Services Prov	No of Main /Supl Card	Comple. Room	Computed Tax Amt	Penalty Rate /A	mt Tot Amt Payable			
	Back Clear S	Save					Pa	ge 1 Of 1			
			CJP Syst	em © 2013							
								<b>100%</b>			

Figure 6.4 – Service Tax License CJP1 Form header

4. Press the [Add] button to create the detail of Service Tax Return at Figure 6.5.

C C A http://localhos	t64293/CJPSystem/Service%20Tax/frmSCP_CP3TaxReturn_Ins.aspx P - C € :::: CJP Sy Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page	
Welcome to CJP System.	Server time is 10/01/2014 03:20:04 .	User Name: Test U
Home	Service Tax	
nome	Eservice Tax Return (Draft)	
Company Information ▸		
User Information		ice Tax Return
oser mornation ,	Service Type : 601 MAKANAN/MINUMAN/TEMBAKAU DLM	
Sales Tax 🔸	Services Provided (RM) : 1,000	Tax Rate % :6.00
Service Tax	Total Taxable Value : 0.00	Penalty Rate : 50.00
Service Tax -	Complementary Room / : Room 10 Rate 3.0000	Total Penalty : 0.00
Excise Duty	Tax Amt Computed : 0.00	Tax Amt Payable : 0.00
User Administration 🔸	Back Clear Confirm	
Logout		
	CJP System © 2013	
<		\$ €_100% ▼

Figure 6.5 – Service Tax License CJP1 Form detail (Hotel Services)

5. Please fill in the detail information for Service Tax CJP1 (Figure 6.5) before pressing the [Confirm] button. The above example is for Hotel Services.

	Following are the field description and criteria:-
--	--

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Services Provided (RM)	Decimal	11,2	No	With no more than two decimal places and must be equal or more than 0. Maximum value can be entered: 999,999,999.99
2	Complementary Room	Decimal	4,0	No	No decimal places. Maximum value can be entered: 9,999

6. To save, click on the [Confirm] button and you will receive Record Created message (Figure 6.6)

E State Attp://localhos	s64293/CIPSystem/Service%20Tax/frmSCP_CP3TaxReturnDetail8_Ins.aspx 🛛 👂 🗝 🖒 🛛 🌌 📖 CIP System		- □ <mark>- ×</mark>
<b>(1)</b>	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page		
Welcome to CJP System. 9	erver time is 10/01/2014 03:20:38 .		User Name: Test User
Home	Service Tax <sup>II</sup> Service Tax Return (Draft)		
Company Information 🕨	GM10N RECORD CREATED.		
User Information	Detail Service Tax R Service Type : 601 MAKANAN/MINUMAN/TEMBAKAU DLM HOTEL	eturn	
Sales Tax	Services Provided (RM) : 1,000	Tax Rate %	:6.00
Service Tax	Total Taxable Value : 1,000.00	Penalty Rate	: 50.00
Excise Duty	Complementary Room / : Room         10         Rate         3.0000           Rate         Tax Amt Computed         : 90.00	Total Penalty Tax Amt Payable	: 45.00 : 135.00
User Administration			
	Back Clear Confirm Next		
Logout			
	CJP System © 2013		
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Figure 6.6 – Service Tax License CJP1 Form detail (Hotel Services)

7. Click on the [Next] button to move update the next services entry (Figure 6.6)

C C) @ http://localhos		w/fmsCP_CP3TaxRetumDetailS_Ins.aspx	The Last	n ★ 9
Welcome to CJP System. S	Gerver time is 10/01/2014			User Name: Test User
Home	Service Tax Service Tax Return	(00)		
Company Information 🕨	GM11N RECORD UPDA			
User Information		Detail Service Tax Return		
Sales Tax >	Service Type No of Card	612 PENYEDIAAN KAD CAJ/KREDIT     Main 30	Tax Rate (RM)	: 50.000000
Service Tax >	Total Taxable Value	: Supplementary 40 : 0.00	Penalty Rate Total Penalty	: 50.00
Excise Duty >	Tax Amt Computed	: 2,500.00	Tax Amt Payable	: 3,750.00
User Administration 🔸	Back Clear	Confirm Next		
Logout		Соннин неж		
		CJP System © 2013		
				€ 100% -

Figure 6.7 – Service Tax License CJP1 Form detail (Credit Card Services)

8. Please fill in the detail information for Service Tax CJP1 (Figure 6.7) before pressing the [Confirm] button. The above example is for Credit Card Services.

Following are the field description and criteria:-

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Main	Decimal	8,0	No	With no decimal places and
2	Supplementary	Decimal	8,0	No	must be equal or more than 0. Maximum value can be entered: 99,999,999

9. To save, click on the [Confirm] button and you will receive Record Created message (Figure 6.8)

Vectore to CP System. Server time is 10/01/2014 03:21:50.     Home   Home   Company Information   User Information   Service Tax   No of Card   Subplementary   Excise Duty   Ital Taxable Value   Logout     Back   Clear               (Description)   Ital Card   Back   Clear         (Description)   Ital Amat Computed      (Description)   Ital Tax Rate (RM)      Ital Taxable Value      (Description)   Ital Taxable Value      (Description)   Ital Taxable Value      Ital Taxable Value      (Description)   Ital Taxable Value      Ital Taxable Value         (Description)   Ital Taxable Value               (Description)   Ital Taxable Value       (Description)   Ital Taxable Value         (Description)   Ital Taxable Value      (Description)   Ital Taxable Value      (Description)   Ital Taxable Value    (Description) (Description) (Descri	Attp://localhos	t:64293/CJPSystem/Service%20T	ax/frmSCP_CP3TaxReturnDet	ailS_Ins.aspx 🍳 🗸 🖒 🦉: CJP Sys	stem ::::::: ×		- □ <mark>×</mark> A ★ \$
Home       Service Tax         Company Information       Image: Service Tax Return (Draft)         Company Information       CM11N RECORD UPDATED.         Service Tay       Service Tay         Service Tax       Image: Signification of Card         Service Tax       Image: Signitation of Card	() () () ()	Jabatan Kasta Royal Malaysian Cust	m Diraja Malays oms Department CJP O	sia nline Page			,
Home       E.service Tax Return (Draft)         Company Information       GM11N RECORD UPDATED.         User Information       Service Type         Service Tax       N of Card         : Supplementary       40         Penalty Rate       : 50.00         Service Tax       Total Taxable Value       : 0.00         Excise Duty       Tax Amt Computed       : 2,500.00         Viser Administration       Back       Clear       Confirm         Logout       Eacle Clear       Confirm       Next         Logout       Clear       Confirm       Next	Welcome to CJP System. S	Server time is 10/01/201	4 03:21:50 .				User Name: Test User
Company Information              Enservice Tax Return (Draft)          User Information              Service Type               Enservice Tax Return          Sales Tax              No of Card               Enservice Tax               Enservice Tax               Tax Rate (RM)               Solononono          Service Tax              Pon of Card               Supplementary               Tax Rate (RM)               Solononono          Service Tax              Pon of Card               Supplementary               Total Taxable Value               Solono               Total Penalty               1,250.00          Excise Duty               Tax Amt Computed               2,500.00               Tax Amt Payable               3,750.00          Logout               Back             Clear             Confirm             Next               Logout	Home	Service Tax					
Company Information       GM11N RECORD UPDATED.         User Information       Service Type       512       PENYEDIAAN KAD CAJ/KREDIT         Sales Tax       No of Card       : Main       30       Tax Rate (RM)       : 50.0000000         Service Tax       Total Taxable Value       : 0.00       Total Penalty Rate       : 50.00         Service Tax       Tax Amt Computed       : 2,500.00       Total Penalty       : 1,250.00         Excise Duty       Tax Amt Computed       : 2,500.00       Tax Amt Payable       : 3,750.00         User Administration       Image: Clear       Confirm       Next       Image: Clear	nome	Service Tax Return	(Draft)				
User Information       *       Service Type       : 512       PENYEDIAAN KAD CAJ/KREDIT         Sales Tax       *       No of Card       : Main       30       Tax Rate (RM)       : 50.0000000         Service Tax       *       Total Taxable Value       : Supplementary       40       Penalty Rate       : 50.00         Excise Duty       *       Total Taxable Value       : 0.00       Total Penalty       : 1,250.00         User Administration       *       Back       Clear       Confirm       Next	Company Information ⊁						
Service Type       : 612       PENYEDIAAN KAD CAJ/KREDIT         Sales Tax       No of Card       : Main       30       Tax Rate (RM)       : 50.000000         Service Tax       '       : Supplementary       40       Penalty Rate       : 50.00         Service Tax       '       Total Taxable Value       : 0.0       Total Penalty Rate       : 1,250.00         Excise Duty       '       Tax Amt Computed       : 2,500.00       Tax Amt Payable       : 3,750.00         User Administration       '       Back       Clear       Confirm       Next	l la su Tafa mustian de de			Detail Servic	e Tax Return		
Sales Jax  Service Tax Service	User Information /	Service Type	: 612 PENYEE	DIAAN KAD CAJ/KREDIT			
Service Tax       *       Total Taxable Value       : 0.00       Total Penalty       : 1,250.00         Excise Duty       *       Tax Ant Computed       : 2,500.00       Tax Ant Payable       : 3,750.00         User Administration       *       *       *       *       *       *         Logout       *       *       *       *       *       *         Logout       *       *       *       *       *       *         *       *       *       *       *       *       *       *         *	Sales Tax	No of Card	: Main	30		Tax Rate (RM)	: 50.000000
Total Taxable Value     : 0.00     Total Penalty     : 1,250.00       Excise Duty     Tax Amt Computed     : 2,500.00     Tax Amt Payable     : 3,750.00       User Administration     Back     Clear     Confirm     Next       Logout     Excise Duty     Clear     Confirm     Next			: Supplementary	40		Penalty Rate	: 50.00
User Administration * Logout Back Clear Confirm Next Logout CIP System © 2013	Service Tax	Total Taxable Value	:0.00			Total Penalty	: 1,250.00
Logout       Back     Clear     Confirm     Next	Excise Duty	Tax Amt Computed	: 2,500.00			Tax Amt Payable	: 3,750.00
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Figure 6.8 – Service Tax License CJP1 Form detail (Credit Card Services)

10. Click on the [Next] button to move update the next services entry (Figure 6.8)

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() () () ()		m Diraja Malaysia oms Department CJP Online Page	C.	K		^
Welcome to CJP System. S	Server time is 10/01/2014	4 03:21:07 .				User Name: Test User
Home	Service Tax					
	EService Tax Return	(Draft)				
Company Information 🕨	GM10N RECORD CREA	ATED.				
User Information			Detail Service Tax Return			
oser mormation	Service Type	: 602 MAKANAN/MINUMAN/TEM				
Sales Tax 🔸	Services Provided (RM)	: 2,000	т	ax Rate %	:6.00	
	Total Taxable Value	: 2,000.00	F	enalty Rate	: 50.00	
Service Tax 🔹 🕨	Tax Amt Computed	: 120.00	т	otal Penalty	:60.00	
Excise Duty			т	ax Amt Payable	:180.00	
User Administration 🔸	Back Clear	Confirm Next				
Logout						
		CJP Syste	m © 2013			
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Figure 6.9 – Service Tax License CJP1 Form detail (General Services)

11. Please fill in the detail information for Service Tax CJP1 (Figure 6.9) before pressing the [Confirm] button. The above example is for General Services.

Following are the field description and criteria:-

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Services Provided (RM)	Decimal	11,2	No	With no more than two decimal places and must be equal or more than 0. Maximum value can be entered: 999,999,999.99

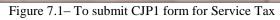
- 12. To save, click on the [Confirm] button and you will receive Record Created message (Figure 6.9)
- 13. Click on the [Next] button to move update the next services entry (Figure 6.9)

elcome to CJP System.	Jal Roy	batan al Malays	Kastam	mSCP_CP3TaxRetumDer Diraja Malay: s Department CJP C 3:22:05 .		Sum CJP System ::	×		Aats	Use		□ 💌 X
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Home	= s	Eservice Tax Return (Draft)										
Company Information ♦		e Holder I			SDN BHD(B56503A	)			CJP1 Reg. Number	: A10-900	001/14	01
User Information	Licence	e Reg No.	(CP2)		A10-CP-41371 /2002				JP1 Stn Submit To	: A10 IPO		
Color Tou	s Tax be Schedule				From 01/01/2004 To 29/02/2004				Due Date	: 29/03/2	004	
Sales lax P	les Tax Declare By			:Tes	:Test User				Oate Registered	: 10/01/2	014	
Total Taxable Services Value			e :	3,000.00			C	Date Received	:			
	Total Taxable Services Value     Total Tax Computed		:	: 2,710.00				orm Status	: Draft			
Excise Duty	Total P	enalty		:	1,355.00			F	Receipt No	:		
User Administration	Total A	Total Amt Payable			: 4,065.00				Receipt Date	:		
	CJP1 R	egistered	By ID	:740	:740208145539				Receipt Amt	:		0.0
Logout	Registe	ered Nam	e	:Tes	t User			F	Penalty Receipt Amt	t :		0.0
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								E	BOD Date	:		
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		dd 13 are di	Edit splayed	Delete								
	Select	No	Serv Type	Service Tax Rate	Services Prov	No of Main /Supl Card	Comple. Room		Computed Tax Amt	enalty Rate / Amt		Amt vable
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	0	2	602	6.00%	2,000.00				120.00	50.00/ 60.00		180
		3	612	RM50.00 per card	0.00	30/ 40			2,500.00	50.00/ 1,250.00		3,750
										Page	1 0	of 1
		-1	Class	Course								
	Ba	CK	Clear	Save								
					CJP Syster	m © 2013						

Figure 7.0– CJP1 Header for Service Tax

- 14. You may edit or delete the Detail that you have entered. (Figure 7.0)
- 15. To submit the CJP1 Form, you need to press the [Save] (Figure 7.0) and then follow by pressing the [Submit] button at Figure 7.1. A confirmation will be prompt to ask whether you want to submit the CJP1 Form. Submitted CJP1 Form for Service Tax it will change status from Draft to Submitted.

← ⊕ 🧭 http://localh	n <b>ost</b> :64293/CJ	PSystem/S	ervice%20Tax/fi	mSCP_CP3TaxReturn_Fi	nd.aspx D - C	🥭 ::::: CJP System	n ×			-		
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nome	= s	ervice Ta	x Return (D	raft)								
Company Information 🕨												
	Licence	e Holder	Name	:ABC	SDN BHD(B565034	A )			CJP1 Reg. Number	:A10-900	0001/1401	
User Information	Licence	e Reg No	. (CP2)	:A10	:A10-CP-41371 /2002				CJP1 Stn Submit To	: A10 IPO	H,PERAK	
Sales Tax	•	e Schedu	ıle	Fron	01/01/2004 To 29	0/02/2004			Due Date	: 29/03/2	: 29/03/2004	
	Declare				User				Date Registered		: 10/01/2014	
Service Tax			ervices Valu	e :	: 3,000.00				Date Received	:		
Turing Durba		ax Comp	outed	:	: 2,710.00				Form Status	: Draft		
Excise Duty	Total P	-		:	: 1,355.00				Receipt No	:		
Jser Administration	•	mt Paya		:	4,065.00				Receipt Date	:		
		egistere	-	:740	208145539				Receipt Amt	:	0.00	
.ogout		ered Nan	ne	:Test	:Test User				Penalty Receipt Am	t :	0.00	
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		n 3 are d	isplayed	Service		No of Main	Comple.	1	Computed	í	Tot Amt	
	Select	No	Serv Type	Tax Rate	Services Prov	/Supl Card	Room		Computed Tax Amt	enalty Rate /Amt	Payable	
	0	1	601	6.00% and 3.00	1,000.00			10	90.00	50.00/ 45.00	135.0	
	0	2	602 612	6.00% RM50.00 per card	2,000.00	30/ 40			120.00 2,500.00	50.00/ 60.00	180.0 3,750.0	
		3	012	KM50.00 per card	0.00	30/ 40			2,500.00	50.00/ 1,250.00 Page	3,750.0 1 Of 1	
										. age		
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elcome to CJP System.				Diraja Malays s Department CJP 0	Sia nline Page		C		-	Use	r Name: Test L
	Service	Тах									
Home	= Ser	rvice Ta	x Return (E	Praft)							
Company Information ⊁			s complet								
Jser Information	Licence	Holder	Name	:ABC	SDN BHD(B56503A				CJP1 Reg. Number	: A10-9000	001/1401
	Licence	Reg No.	. (CP2)		-CP-41371 /2002	· ·			CJP1 Stn Submit To	: A10 IPOH	
ales Tax	Taxable	Schedu	ile		n 01/01/2004 To 29	/02/2004			Due Date	: 29/03/20	
	Declare	By			User				Date Registered : 10/		
ervice Tax 🔹		-	ervices Valı		: 3,000.00					:	
xcise Duty	Total Ta	x Comp	uted	:	: 2,710.00				Form Status	: Submitte	d
,	Total Pe	enalty		:	: 1,355.00				Receipt No	:	
Iser Administration 🔹	Total An	nt Paval	ble		4,065.00				Receipt Date	:	
	CJP1 Re	-		:740	:740208145539					:	0.0
ogout	Register	- red Nam	ne .		:Test User					:	0.0
	Total De	etail		:3					BOD Ref.		
									BOD Date		
					I.	Detail Service	Tax Return				
	1 - 3 in	3 are di	isplayed								
	Select		Serv Type	Service Tax Rate	Services Prov	No of Main /Supl Card	Comple. Room		Computed Tax Amt	enalty Rate /Amt	Tot Amt Payable
	$\bigcirc$	1	601	6.00% and 3.00	1,000.00	, Dopreard	Room	10	90.00	50.00/ 45.00	13
	$\bigcirc$	2	602	6.00%	2,000.00				120.00	50.00/ 60.00	180
	•	3	612	RM50.00 per card	0.00	30/ 40			2,500.00	50.00/ 1,250.00	3,75
										Page 1	0f 1
	Bac	k									
					CJP Syste	m © 2013					

Figure 7.2–CJP1 form for Service Tax submitted successfully

16. If you decide to submit CJP1 later, draft CJP1 will appear under the menu [Service Tax]-[Tax Return Maintenance]-[Tax Return (Draft)] Figure 7.3

← → @ http://localhost	±64293/CJPSystem/Service%20Tax/frmSCP_CP3T	axReturn_Find.aspx 🔎	- ♥ Ø @ ::::: CJP System ::	×	
<u> (1)</u>	Jabatan Kastam Diraja Royal Malaysian Customs Departm	Malaysia ent CJP Online Page			
Welcome to CJP System. S	Server time is 10/01/2014 03:22:32 .				User Name: Test Us
Home	Service Tax				
Tionic	Eservice Tax Return (Draft)				
Company Information +					
User Information	License Available : A10-CP-41371	2002 🗸			
User Information ,	1 - 1 in 1 are displayed				
Sales Tax 🔸	Select No Lic No.	CJP1 Reg No.	Registered Date	Taxable Period	Due Date Statu
	1 A10-CP-41371/2002	A10-900001/1401	10/01/2014	01/01/2004 to 29/02/2004	29/03/2004 Draft
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Excise Duty	Edit View CJP1				
User Administration 🔸					
Logout					
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			System © 2013		~
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Figure 7.3–CJP1 form for Service Tax (Draft)

17. If you have submitted your CJP1, submitted CJP1 will appear under the menu [Service Tax]-[Tax Return Maintenance]-[Tax Return (Submitted)] Figure 7.4

	and the second s	
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()) ())	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page	
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Home	Service Tax	
nome	"Service Tax Return (Submitted)	
Company Information ▶		
User Information	License Available : A10-CP-41371 /2002	
	1 - 1 in 1 are displayed	
Sales Tax →	Select No Lic No. CJP1 Reg No. Registered Date Taxable Period	Due Date Status
Service Tax	1 A10-CP-41371/2002 A10-900001/1401 10/01/2014 01/01/2004 to 29/02/2004	29/03/2004 Submitte Page 1 Of 1
Excise Duty	View CJP1 Print CJP1	
User Administration >		
Logout		
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<		€ 100% -
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Figure 7.4- Submitted CJP1 form for Service Tax

18. If your CJP1 has been paid, it will appear under the menu [Service Tax]-[Tax Return Maintenance]-[Tax Return (Paid)].

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	Server time is 10/01/2014 03:31:34.	↓ User Name: Test Us
welcome to CF System.	Service Tax	user name. rest us
Home		
Company Information ▸	<sup>E</sup> Service Tax Return (Paid)	
User Information >	License Available : A10-CP-41371/2002	
Sales Tax 🔹 🕨	Select No Lic No. CJP1 Reg No. Registered Date Taxable Period	Due Date Statu
Service Tax 🔹	1 A10-CP-41371/2002 A10-900001/1401 10/01/2014 01/01/2004 to 29/02/2004	29/03/2004 Paid Page 1 Of 1
Excise Duty >	View CJP1 Print CJP1	
User Administration 🔸		
Logout		
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Figure 7.4a– Paid CJP1 form for Service Tax

19. To view the CJP1 form in pre-printed form, please click on the [Print CJP1] button. (Figure 7.5)

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Figure 7.5–CJP1 form for Service Tax

20. To print current page of CJP1 form, please click on the [Print Current Page] or click on [Print All Pages] to print all. 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.

Message	from webpage	×
<u> </u>	Please remove header and footer manually, set margin to 0 and ch A4 paper size before printing.	oose
		ОК

## 6.3 To Pay the CJP1 Service Tax Return Using Online Payment Gateway

- 1. If you have submitted your CJP1, submitted CJP1 will appear under the menu [Service Tax]-[Tax Return Maintenance]-[Tax Return (Submitted) Figure 7.4
- 2. Select the radio button of the CJP1 form that you would like to pay and click on [View CJP1] button. Figure 7.6

+ (-) Attp://localhos	st:64293/CJI	PSystem/	'Service%20Tax/	frmSCP_CP3TaxReturnS	ubmit_Find 🎗 - C	🦪 ::::: CJP System	×	///	-	<u>- □ ×</u> A ★ Ø
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	Servic	e Tax								
Home	= <sub>Se</sub>	ervice T	ax Return (	Submitted)						
Company Information 🕨			r Name		SDN BHD(B56503A	A )		CJP1 Reg. Numbe	er : A10-900	0001/1401
User Information	Licence	e Reg N	o. (CP2)	:A10-	CP-41371 /2002			CJP1 Stn Submit	To : A10 IPO	H,PERAK
Salos Tay	Taxable	e Sched	lule	From	01/01/2004 To 29	/02/2004		Due Date	: 29/03/2	004
Sales Tax 🔸	Declare	e By		:Test	User			Date Registered	: 10/01/2	014
Service Tax	Total T	axable	Services Val	ue :	3,000.00			Date Received : 10/01/2014		
	Total T	ax Com	puted	:	: 2,710.00				: Submitte	ed
Excise Duty	Total P	enalty		:	1,355.00			Receipt No	:	
User Administration	Total A	mt Pay	able	:	4,065.00			Receipt Date	:	
ober / annibitation	CJP1 R	egister	ed By ID	:7402	08145539			Receipt Amt	:	0.00
Logout	Registe	ered Na	me	:Test	User			Penalty Receipt A	lmt :	0.00
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	De	-1-	Dav. Name							
	Bac	СК	Pay Now							
					CJP Systen	n © 2013				
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Figure 7.6 – CJP1 form ready for payment

3. Click on the [Pay Now] button.

			-		-			
+ ttp://local	host:64293/CJPSystem/S	ervice%20	Tax/frmSCP_CP3TaxRetu	urn_Ins.aspx 🛛 🖓 🗝 🖒	🩋 ::::: CJP System :::::::::::	×		₼ ★ 🌣
elcome to CJP System. S			n Diraja Mala ms Department CJP 03:24:50 .	<b>ysia</b> <sup>9</sup> Online Page			U	Iser Name: Test User
	Payment							
Home	Payment Re	quest						
Company Information 🕨								
User Information	<b>Payment Option</b>	No	Request Date	Type of Payment	Registration No	Tax (RM)	Penalty (RM)	Total Amount (RM)
		1	07/01/2014	CP3	A10-900006/1311	76,440.00	38,220.00	114,660.00
Sales Tax		2	07/01/2014	CP3	A10-900003/1312	75,000.00	37,500.00	112,500.00
	$\checkmark$	3	10/01/2014	CP3	A10-900001/1401	2,710.00	1,355.00	4,065.00
Service Tax	Continue							
Excise Duty								
User Administration 🔸								
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				CJP System @	0 2013			~
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Figure 7.7 – Payment request selection

4. Tick the Form that you would like to make payment and click the [Continue] button. (Figure 7.7)

	st:64293/CJPSystem/Sales%20T	ax/frmSCJ_CJ3Pavme	ntRealSelect Find, 🖉 🗸 🖒 🌈 CIP Sv	stem :::::::: ×			× ★ ☆
() () ()	Jabatan Kast Royal Malaysian Cu						^
Welcome to CJP System.	Server time is 10/01/20	14 03:25:41 .				User Name: Test	User
Home	Payment						
nome	Confirm Payment	Request					
Company Information +							
User Information	No Request Dat	е Туре	Registration No	Tax (RM)	Penalty (RM)	Total Amount (RM	
	1 10/01/2014	CP3	A10-900001/1401	2,710.00	1,355.00	4,065	5.00
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Excise Duty >							
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Logout							
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Figure 7.8 – Payment confirmation

 Press the [Confirm] button and you will be prompt whether you are sure to proceed to online payment gateway Figure 7.9.
 Note: Please make sure your browser pop up blocker is off or set to always allow this website to pop up before you continue.

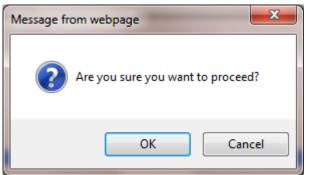


Figure 7.9 – Confirmation before proceeding to online gateway

6. Press the [Confirm] button and you will be prompt whether you are sure to proceed to online payment gateway

🙆 http://218.208.33.67/ - ::: FPX	Payment Confirmation ::: - Internet Explorer	- II X
1000	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department Payment Page	^
Payment Confirmation		
Transaction Date: Order No.: Payment Channel: Item Summary: Total Amount:	10/01/2014 20140110000002 B2C B56503A RM 4065.00 Proceed Cancel	
	*If popup blocker is active, please disable and press refresh	~

Figure 8.0 – Online Payment Gateway Step 1

7. Make sure your pop up blocker is off or set to always allow this website to pop up before you continue. Click [Proceed] button to continue. Figure 8.0

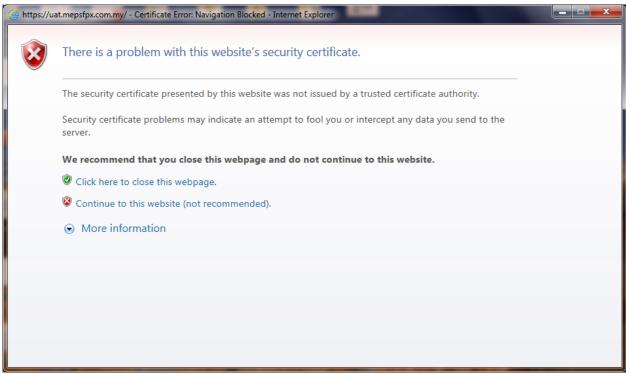
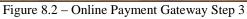


Figure 8.1 – Online Payment Gateway Step 2

8. If you receive this certificate warning, please click [Continue to this website] to continue. Figure 8.1

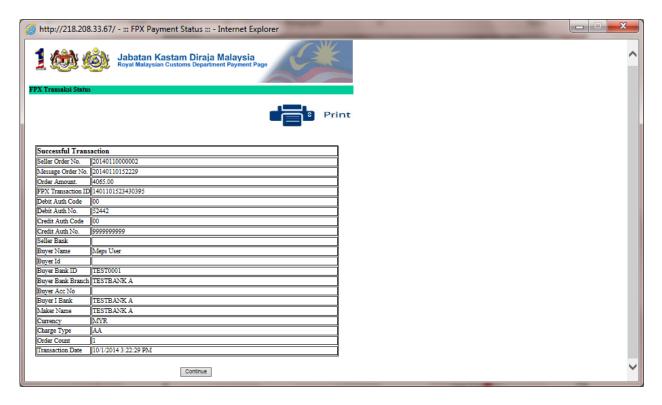
e https://uat.mepsfpx.com.my/ - ::: N	MyClear - FPX ::: -	Internet Explorer				
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Payment Deta	ails			<b>⊲</b> PAGE	1 2 3 4	
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0	maybank2u.co	• 0	PE Bank.com	0	RHBNow	
•	TEST BANK A (Successful Txn Only)	0	TEST BANK B (Successful Txn Only)	0	TEST BANK C (Unsuccessful Txn Only)	~



9. Please choose your bank of choice before click the [Continue] button to bring you to your own online banking website. Figure 8.2

10. Please login using your own bank username and password and confirm the transaction amount. Once you are done, you will be prompt the complete transaction page. Click [Click Here to Complete Your Transaction] Figure 8.3

https://uat.mepsfpx.com.my/ - ::: MyClear - FPX :::	- Internet Explorer	X
MEPS	<sub>x</sub> Osimple. Ponvenient. Osecure	^
Nationa	al Internet Payment Gateway	
Payment Details Merchant Name Merchant Order No. FPX Transaction ID Product Description Amount Transaction Status Date & Time Buyer Bank Bank Reference No.	PAGE 1 2 3 4 ► FPX Status Page FPX	
	Print Click Here to Complete Your Transaction I will be redirected to the merchant's page in 31 seconds. ation Page Select "Click Here to Complete Your Transaction" for Merchant	~
Fig	gure 8.3 – Online Payment Gateway Step 4	



- 11. You will receive the complete transaction pages, please click [Continue] at the bottom of the page to continue. Figure 8.4
- 12. The last step you will see the following page at our website to indicate the Payment Request has been completed successfully. Click [OK] to close the screen. Figure 8.5

🧉 http:	//10.1.1.133/ - ::::: CJP System ::::::::::::::::::::::::::::::::::::
	Payment Response
	The Payment Request was Completed.
	ОК

Figure 8.5 – Online Payment Gateway Step 6

## 6.4 To View the Status of Your Payment Request

1. To view the status of your payment request, please go to menu [Service Tax]-[Payment]-[Payment Status/History] Figure 8.6

E Attp://localhos	±64293/CJPS	ystem/Sale	s%20Tax/frmSCJ_CJ3PaymentReq	2Confirm_Find. 🔎 🕇 🖉 🛲 C	JP System ::::::::::: ×		— □ × ↑ ★ ☆						
Welcome to CJP System. S	Welcome to CJP System. Server time is 10/01/2014 03:30:01 . User Name: Test User												
	Paymen	Payment											
Home	= Pay	Payment Status/History											
Company Information +			tion below and click Searc	ch									
User Information +		Transact	ion No. :										
Sales Tax →		Transact	ion Date :										
		Status	: All State	us 🗸									
Service Tax 🔹 🕨			Sear	ch Clear									
Excise Duty			displayed	-									
	Select	No	Transaction Code 20140110000002	Request Date/Time	Payment Mode Business To Consumer	Transaction Amo							
User Administration 🔸		2	20140110000002	10/01/2014 15:25:58 10/01/2014 14:07:18	Business To Consumer		,065.00 Success 630.00 Success						
		3	20140110000001	20/12/2013 16:27:18	Business To Consumer		,801.50 Success						
Logout		4	20131220000203	18/12/2013 17:51:02	Business To Consumer		,000.00 Success						
		5	20131218000259	18/12/2013 10:55:18	Business To Consumer		,500.00 Success						
		6	20131218000258	18/12/2013 16:51:46	Business To Consumer		,500.00 Send To Online Payment						
	0	7	20131218000192	18/12/2013 11:40:03	Business To Consumer		,833.20 Success						
	- O	8	20131209000123	09/12/2013 16:34:50	Business To Consumer		,000.00 Success						
	0	9	20131209000122	09/12/2013 16:30:50	Business To Consumer		,000.00 Payment Request Cancelled						
	0	10	20131209000121	09/12/2013 16:28:35	Business To Consumer		0.00 Send To Online Payment						
						Page 1 Of	12						
	Deta	ail	Cancel										
				CJP System © 20	13								
							🔍 100% 🔻						

Figure 8.6 – Payment Status/History

2. To view the detail of your payment request, select the radio button of the transaction that you wish to view and click on the [Detail] button. Figure 8.6

C The action of the second sec	Ihost		/Sales%20Tax/frmSCI_CI3PaymentStatus n Kastam Diraja Malay ysian Customs Department CJP (		🧯 :::: CJP System ::::::::::::::::::::::::::::::::::::	*		- • ×
Welcome to CJP Syster			0/01/2014 03:30:15 .				User Nam	ne: Test Us
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		<sup>  B</sup> Payment	t Status/History					
Company Information	1							
User Information		No	Transaction Code	Туре	Form No.	Actual Amount	Paid Amou	unt
		1	20140110000002	CP3	A10-900001/1401	4,065.00		4,065.0
Sales Tax	•						Page 1	Of 1
		Back						
Service Tax								
Excise Duty								
Excise Duty	,							
User Administration	۱.							
Logout								
				CJP Sys	stem © 2013			
<								>
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Figure 8.6 – Payment Status/History Detail

# 6.5 To Print Your Official Payment Receipt

1. To print official payment receipt, please go to menu [Service Tax]-[Payment]-[ Payment Receipt] Figure 8.7

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ompany Information 🕨								
ser Information	Select	No	Form No	Request Type	Receipt Date/Time	Receipt No	Amount	Status
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ales Tax 🔸	0	2	A10-900002/1401	CJ3	10/01/2014 14:05:19	000001CJ	630.00	Printed (2)
ervice Tax	0	3	A10-900002/1312	CJ3	20/12/2013 16:27:21	000146CJ	4,801.50	Printed (0)
ervice rax *	0	4	A10-900021/1311	CJ3	18/12/2013 17:51:04	000141CJ	3,000.00	Printed (3)
cise Duty	0	5	A10-900019/1311	CJ3	18/12/2013 16:54:58	000140CJ	1,500.00	Printed (0)
cise Duty	0	6	A10-900020/1311	CJ3	18/12/2013 16:50:59	000139CJ	1,500.00	Printed (0)
ser Administration	0	7	A10-900015/1311	CJ3	18/12/2013 11:40:04	000070CJ	-	Printed (1)
	0	8	A10-900016/1311	CJ3	09/12/2013 16:31:06	000015CJ		Printed (1)
ogout	0	9	A10-900014/1311	CJ3	03/12/2013 13:19:32	000002CJ		Printed (0)
2	0	10	A10-900017/1311	CJ3	25/11/2013 16:03:45	13000038		Printed (36)
	Pri	nt	Preview			Page	a 1 Of 2	• •
		e.	ongung that your he	owcor's pop-up blo	cker is disabled before printi	ng. You are only allow	to print 3 times 1st o	riginal 2nd and 3r

Figure 8.7 – Payment Receipt

2. To Preview the receipt, select the radio button of the transaction that you wish to preview and click on the [Preview] button. (Figure 8.7). You are require to turn off the pop up blocker before printing or previewing the receipt. Preview receipt is not an official receipt. Figure 8.8. To exit the preview, click on the cross button of the open window.

http://localhost:64293/CJPSystem/FundTransfer/frmC.	IP_PaymentReceipt_Print.aspx?M	lode=Preview&obj - Inte	rnet Explorer			X					
	KERAJAAN MALAYSIA Jabatan Kastam Diraja Malaysia Bukan Resit Rasmi/ <i>Not Official Receipt</i> PREVIEW COPY										
	No Resit/Receipt No: 短路 Tarikh/Date: 10-01-2014 Masa/Time: 15:22:05 Kod Stesen/Station Code: /2/0/1/4/0/0/0/0/0/0/0/2/_/_	A10, IPOH,PERAK									
	Maklumat Pembayar/:	ABC SDN E	3HD								
	Payee Details	888, Jin De KualaLump	sa Bukit Antara 2, Taman ur	Antara, 56100							
	No.Pendaftaran/Lain-L	ain/ B56503A									
	Registration No/Others	:									
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount							
	Pembayaran Cukai Perkhidmatan	EFT	A10-900001/1401	RM 4,065.00							
	Ringgit Malaysia/: Err Malaysian Ringgit No Kebenaran: BPKS(8.15) 740208145539/ 03:30:50/ 1	)248-11(6)	ıluh Lima Sahaja								

Figure 8.8 – Preview Receipt

3. To print the receipt, select the radio button of the transaction that you wish to preview and click on the [Print] button. Figure 8.9

http://localhost:64293/CJPSystem/FundTransfer/frmC.	IP_PaymentReceipt_Print.aspx?M	lode=Print&objFO - Inter	net Explorer	_	 ×
		Jabatan Kasta Resit Rasm	AN MALAYSIA am Diraja Malaysia Al <i>Official Receipt</i> V ORIGINAL		
	No Resit/Receipt No: ## Tarikh/Date: 10-01-2014 Masa/Time: 15:22:05 Kod Stesen/Station Code: /2/0/1/4/0/0/0/0/0/0/0/0/2/_/_	A10, IPOH,PERAK			
	Maklumat Pembayar/:	ABC SDN E	BHD		
	Payee Details	888, Jln De KualaLump	sa Bukit Antara 2, Taman ur	Antara, 56100	
	No.Pendaftaran/Lain-L	ain/ B56503A			
	Registration No/Others	3			
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount	
	Pembayaran Cukai Perkhidmatan	EFT	A10-900001/1401	RM 4,065.00	
	Ringgit Malaysia/: En Malaysian Ringgit No Kebenaran: BPKS(8.15)		ıluh Lima Sahaja		
	740208145539/ 03:31:04/ 1	10/01/2014			

Figure 8.9 – Original Copy of Receipt

4. The first printed copy will be original copy (Figure 8.9) and subsequent 2<sup>nd</sup> and 3<sup>rd</sup> printed copy will be duplicated copy (Figure 9.0). You are only allow to print 3 times.

http://localhost:64293/CJPSystem/FundTransfer/frmCJP	PaymentReceipt_Print.aspx?M	ode=Print&objFO - Inter	net Explorer			<b>X</b>				
KERAJAAN MALAYSIA Jabatan Kastam Diraja Malaysia Resit Rasmi <i>/Official Receipt</i> SALINAN / COPY										
	No Resit/Receipt No: 5巻き 000002CP Tarikh/Date: 10-91-2014 Maas/Time: 15-22.05 Kool SteseniStation Code: A10, IPOH,PERAK /2/01/14/00/070/00/2/_/_									
	Maklumat Pembayar/:	ABC SDN B	HD							
	Payee Details	888, Jln Des KualaLumpi	sa Bukit Antara 2, Taman A ur	Antara, 56100						
	No.Pendaftaran/Lain-Li	ain/ B56503A								
	Registration No/Others									
	Perihal Transaksi/ Transaction Details	Cara Bayaran/ Method Of Payment	No Pendaftaran/ Registration No	Amaun(RM) Amount						
	Pembayaran Cukai Perkhidmatan	EFT	A10-900001/1401	RM 4,065.00						
	Ringgit Malaysia/: Em Malaysian Ringgit No Kebenaran: BPKS(8.15) 740208145539/ 03:31:18/ 1		luh Lima Sahaja							

Figure 9.0 – Duplicate Copy of Receipt

# 6.6 To View Historical Paid Penalty Record

1. To view historical paid penalty record, please go to menu [Service Tax]-[Penalty]-[Penalty Status] Figure 9.1

← ↔ @ http://local	host:6	4293/CJI	PSyster	n/Sales%20Tax/frmSCJ_CJP	enaltyStatus_Find.aspx?	Туре 🔎 🗕 🖒 🖉 СЈ	P System ::::::::::::::::::::::::::::::::::::	<			- □ ×
Welcome to CJP System. Server time is 10/01/2014 03:35:11.											
Penalty											
Home		<b>:</b> <sub>Ре</sub>	enalty	Status							
Company Information	۰ I										
User Information	, I			ilable : A10-CP-0900 e displayed	00008/2009 🗸						
Sales Tax	, [	Select	No	BOD NO	BOD Date	Total Tax Payable	Total Penalty	Total Tax Paid	<b>Total Penalty Paid</b>		
		۲	1	B10-CE-01015/0708	20/08/2007	58,182.49	0.00	0.00		58,182.49	
Service Tax	۰ I	0	2	B10-CE-01014/0708	20/08/2007	58,182.49	0.00	0.00		58,182.49	
		0	3	B10-CE-01013/0708	20/08/2007	58,182.49	0.00	0.00		58,182.49	
Excise Duty	•	0	4	B10-CE-01012/0708	20/08/2007	58,182.49	0.00	0.00		58,182.49	
		0	5	B10-CE-01011/0708 B10-CE-01010/0708	20/08/2007	21,915.18 6,777.05	0.00	0.00	0.00	21,915.18	
User Administration	•	0	0	B10-CE-01010/0708	20/06/2007	6,777.05	0.00	0.00	0.00 Pac		0f 1
Logout		De	tail						Fay		
						CJP System © 2013					
											100% -

Figure 9.1 – Penalty Status

2. To view detail of historical paid penalty record, please select the radio button and click the [Detail] button Figure 9.1

	±64293/CIPSystem/Sales%20Tax/frmSCI_CIPenaltyStatus_Find.aspx?Type のマ さ 🤗 ::::: CIP System ::::::::::::::::::::::::::::::::::::	
1 (d) (d)	Jabatan Kastam Diraja Malaysia Royal Malaysian Customs Department CJP Online Page	<u>↑ ★ ¤</u>
Welcome to CJP System. S	Server time is 10/01/2014 03:35:20 . Use	r Name: Test User
Home	Penalty	
	<sup>#</sup> Penalty Status	
Company Information 🕨		
User Information	No BOD No Serial No Tax Amount Penalty Amount Amount Payable Revenue Code Penalty Revenue Code Form Type	CJP1 NO
	1 B10-CE-01015/0708 01 58,182.49 0.00 58,182.49 310 000 EX8 Page	B10-000075/0708
Sales Tax 🔸		
Service Tax	Back	
Service Tax		
Excise Duty		
User Administration 🔸		
Logout		
	CJP System © 2013	
		•
[		🕄 100% 🔻 💡

Figure 9.2 – Detail Penalty Status

### 6.7 To View Historical Paid Installment Record

1. To view the historical paid installment transaction, please go to menu [Service Tax]-[Penalty]-[Installment Status] Figure 9.3

	Ö			n/Sales%20Tax/frmSCI_CЛ n Kastam Dira aysian Customs Depa			ystem ::::::: ×				
lcome to CJP Syste	_			10/01/2014 03:46:3	:4 .					User Name	e: Test U
Home		Penalt									
Company Informatio		. In	stalln	nent Status							
Jser Information	•	1 - 10	in 29	lable : A10-CP-413 are displayed							
		Soloct						Total Tay Daid	Total Donalty Daid	Total Dobt	No of T
Sales Tax	•	Select	<u>No</u>	Installment No B10-000054/1212	Installment Date 02/10/2012	Total Tax Payable 55,125.00	Total Penalty 0.00	Total Tax Paid 0.00	Total Penalty Paid 0.00	Total Debt I 0.00	<u>No of I</u> 14
	ŕ										
Sales Tax Service Tax	*	۲	1	B10-000054/1212	02/10/2012	55,125.00	0.00	0.00	0.00	0.00	14
Service Tax	ŕ	•	1 2	B10-000054/1212 B10-000045/1212	02/10/2012 26/09/2012	55,125.00 9,300.00	0.00	0.00 0.00	0.00	0.00 0.00	14 16
	ŕ	<ul> <li></li> <li><td>1 2 3</td><td>B10-000054/1212 B10-000045/1212 B10-000056/1111</td><td>02/10/2012 26/09/2012 23/06/2011</td><td>55,125.00 9,300.00 3,513.75</td><td>0.00 0.00 212.95</td><td>0.00 0.00 0.00</td><td>0.00 0.00 0.00</td><td>0.00 0.00 0.00</td><td>14 16 12</td></li></ul>	1 2 3	B10-000054/1212 B10-000045/1212 B10-000056/1111	02/10/2012 26/09/2012 23/06/2011	55,125.00 9,300.00 3,513.75	0.00 0.00 212.95	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	14 16 12
ervice Tax xcise Duty	ŕ	<ul> <li>O</li> <li>O</li> <li>O</li> </ul>	1 2 3 4	B10-000054/1212 B10-000045/1212 B10-000056/1111 B10-000055/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011	55,125.00 9,300.00 3,513.75 7,533.00	0.00 0.00 212.95 1,674.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14 16 12 12 16
ervice Tax xcise Duty	ŕ		1 2 3 4 5	B10-000054/1212 B10-000045/1212 B10-000056/1111 B10-000055/1111 B10-000053/1111 B10-000052/1111 B10-000051/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011 22/06/2011 21/06/2011 21/06/2011	55,125.00 9,300.00 3,513.75 7,533.00 38,060.70 591.75 3,750.00	0.00 0.00 212.95 1,674.00 0.00 29.58 187.50	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	14 16 12 12 16 24 24
iervice Tax ixcise Duty Jser Administration	ŕ		1 2 3 4 5 6	B10-00054/1212 B10-000045/1212 B10-000056/1111 B10-000055/1111 B10-000052/1111 B10-000052/1111 B10-000051/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011 22/06/2011 21/06/2011 21/06/2011 21/06/2011	55,125.00 9,300.00 3,513.75 7,533.00 38,060.70 591.75 3,750.00 50,000.00	0.00 0.00 212.95 1,674.00 0.00 29.58 187.50 100,000.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00	14 16 12 12 16 24 24
Service Tax	ŕ		1 2 3 4 5 6 7 8 9	B10-000054/1212 B10-000045/1212 B10-000055/1111 B10-000055/1111 B10-000052/1111 B10-000051/1111 B10-000051/1111 B10-000051/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011 21/06/2011 21/06/2011 21/06/2011 21/06/2011	55,125.00 9,300.00 3,513.75 7,533.00 38,060.70 591.75 3,750.00 50,000.00 5,713.80	0.00 0.00 212.95 1,674.00 0.00 29.58 187.50 100,000.00 642.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	14 16 12 12 16 24 24 24 16 10
iervice Tax ixcise Duty Jser Administration	ŕ		1 2 3 4 5 6 7 8 9	B10-00054/1212 B10-000045/1212 B10-000056/1111 B10-000055/1111 B10-000052/1111 B10-000052/1111 B10-000051/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011 22/06/2011 21/06/2011 21/06/2011 21/06/2011	55,125.00 9,300.00 3,513.75 7,533.00 38,060.70 591.75 3,750.00 50,000.00	0.00 0.00 212.95 1,674.00 0.00 29.58 187.50 100,000.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00	14 16 12 12 16 24 24 24 16 10
iervice Tax ixcise Duty Jser Administration	ŕ		1 2 3 4 5 6 7 8 9	B10-000054/1212 B10-000045/1212 B10-000055/1111 B10-000055/1111 B10-000052/1111 B10-000051/1111 B10-000051/1111 B10-000051/1111	02/10/2012 26/09/2012 23/06/2011 23/06/2011 21/06/2011 21/06/2011 21/06/2011 21/06/2011	55,125.00 9,300.00 3,513.75 7,533.00 38,060.70 591.75 3,750.00 50,000.00 5,713.80	0.00 0.00 212.95 1,674.00 0.00 29.58 187.50 100,000.00 642.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	14 16 12 12

Figure 9.3 – Installment Status

2. To view detail of historical paid installment transaction, please select the radio button and click the [Detail] button. Figure 9.3

come to CJP System. S			n Diraja Mala ns Department CJ	P Online Page		6				User Name: Test Us
-	Penalty	15 10/01/2014	03.40.34 .							USEL Maille. TESC US
ome	Electr	ıllment Detail								
ompany Information 🕨	Insta	niment Detail								
ser Information	No	Schedule Date	Tax Amount Pena	ity Amount Am	ount Payable R	evenue Code	Penalty Revenue Co	de Receipt N	o Receipt A	mt Receipt Date / Tim
ser mormation ,	1	01/11/2012	3,937.50	0.00	3,937.50	627	717			
	2	01/12/2012	3,937.50	0.00	3,937.50	627	717			
ales Tax	3	01/01/2013	3,937.50	0.00	3,937.50	627	717			
	4	01/02/2013	3,937.50	0.00	3,937.50	627	717			
ervice Tax 🔹 🕨	5	01/03/2013	3,937.50	0.00	3,937.50	627	717	_		
	6	01/04/2013	3,937.50	0.00	3,937.50	627	717	_		
cise Duty	7	01/05/2013	3,937.50 3,937.50	0.00	3,937.50 3,937.50	627 627	717		_	
	9	01/06/2013 01/07/2013	3,937.50	0.00	3,937.50	627	717	_		
ser Administration	10	01/08/2013	3,937.50	0.00	3,937.50	627	717	-	-	
Ser Administration /		01/00/2013	5,557.55	0.00	0,007.00	027	Pag	e 1 0	f 2	► ►1
ogout	Back									
				CIP	System © 2013					

Figure 9.4 – Detail Installment Status

### 7 User Administration

#### 7.1 To Create Internal CJP Online User ID

1. Administrator of the company may create own user id for internal staff, please go to menu [User Administration]-[User Registration] Figure 9.5

+ttp://localhos	±64293/CJPSystem/UserAdministration/frmU	SA_UsrReg_Ins.aspx	- ■ <b>- ×</b>
(i) (i)	Jabatan Kastam Dira Royal Malaysian Customs Depa		Â
Welcome to CJP System. S	Gerver time is 10/01/2014 03:50:2	5.	User Name: Test Us
Home	User Administration		
	"User Registration		
Company Information 🕨			
User Information	Company Name	: ABC SDN BHD(B56503A)	
	Level of User	Normal User	
Sales Tax 🔸	IC No.	Administrator	
Service Tax	User Name	:	
Service Tax	E-Mail	:	
Excise Duty	Telephone No.(Office)		
lless Administration - b	Telephone No.(H/P)	:	
User Administration >			
Logout		Register Clear	
		CJP System © 2013	v
<			>
			€ 100% -

Figure 9.5 – User Registration

2. Please fill in the detail information for new user (Figure 9.5) before pressing the [Register] button. Following are the field description and criteria:-

No	Field Name	Туре	Size	Mandatory	Condition (Example)
1	Level of User			Yes	Normal User or
					Administrator of the
					company.
2	IC No	Numeric	12	Yes	IC number of the user.
					Example: 740214145596
3	User Name	Alphanumeric	100	Yes	Name of the user
4	Email address	Alphanumeric	50	Yes	Must be valid email.
5	Telephone No.	Numeric	12	No	
	(Office)				
6	Telephone No.	Numeric	12	No	
	(H/P)				

# 7.2 To Update Profile/Activate/Suspend/Reset Password of CJP Online User

1. Administrator of the company may update the user profile for internal staff, please go to menu [User Administration]-[List of Users] Figure 9.6

http://loca	🗲 🛞 🍘 http://localhost64293/CIPSystem/UserAdministration/frmUSA_UsrList_Find.aspx 🖉 🕫 📰 CIP System ::::::::::::::::::::::::::::::::::::							fh ★ 🔅		
Welcome to CJP System. Server time is 10/01/2014 03:51:18 .										
Home		User Ad	Iminis	tration						
riome		= Us	er List							
Company Information	n ⊧									
User Information	1 - 6 in 6 are displayed									
Sales Tax	•	Select	No	User ID	Company Code	IC No.	Name	User Level	Register Date	Status
		۲	1	6se4ir5p6yfz	B56503A	22222	test2	Normal	07/10/2013 16:26:51	Registere
Service Tax	•	0	2	8P37P86N	B56503A	222	abc	Normal	01/11/2013 16:44:04	Registere
		0	3	8v778dol	B56503A	33333	sasaoka3	Normal	28/10/2013 14:01:21	Registere
Excise Duty	•	0	4	dsnnx80t9n6f	B56503A	22222	test1	Normal	07/10/2013 16:15:39	Register
		0	5	philip	B56503A	740208145539	Test User	Administrator	23/07/2013 16:53:11	Registere
User Administration	×.	0	6	sasaoka2	B56503A	12345	sasaokayu	Administrator	05/10/2013 18:31:00	Register
									Page 1 (	Of 1
Logout		Detai	il	Update Delete	Suspend Activate					
					010.0					
	CJP System © 2013									
<										>
									•	100% 👻

Figure 9.6 – List of Users

2. User may reset password (Figure 9.7), update user profile (Figure 9.8), delete user ID, Suspend account and activate the account using this function. (Figure 9.9),

Icome to CJP System.	Server time is 10/01/2014 03:51:0		User Name: Test U
lome	User Administration		
lome	User List		
Company Information 🕨			
Jser Information	Company Name	: ABC SDN BHD(B56503A)	
ser information ,	User ID	: 6se4ir5p6yfz	
ales Tax 🔹 🕨	Level of User	: Normal	
	IC No.	: 22222	
ervice Tax 🔹 🕨	User Name	: test2	
xcise Duty	Status	: Registered	
	E-Mail	: test2	
ser Administration 🔸	Telephone No.(Office)	: 22222	
ogout	Telephone No.(H/P)	: 22222	
bybut	Register Date	: 07/10/2013 16:26:51	
	Registered By	: philip	
	Update/Cancel Date	: 20/12/2013 17:10:58	
	Update/Cancel By	: philip	
	Last Login Date	:	
	Last Logoff Date	:	

Figure 9.7 – Detail button to Reset Password

	•61202/CIDS setoes (User Administration (free U	SA Undet End you On C C C care a			
<ul> <li>Image: Second Sec</li></ul>					
welcome to CF System.	Server time is 10/01/2014 03:51:31		User Name: Test User		
Home	User Administration				
	"User List				
Company Information +					
User Information	Company Name	: ABC SDN BHD(B56503A)			
	User ID	: 6se4ir5p6yfz			
Sales Tax	Level of User	: Normal			
Service Tax	IC No.	: 22222			
Service Tax	User Name	: test2			
Excise Duty	Status	: Registered			
	E-Mail	: test2			
User Administration >	Telephone No.(Office)	: 22222			
Logout	Telephone No.(H/P)	: 22222			
Logour	Register Date	: 07/10/2013 16:26:51			
	Registered By	: philip			
	Update/Cancel Date	: 20/12/2013 17:10:58			
	Update/Cancel By	: philip			
	Last Login Date	:			
	Last Logoff Date	:			
		Update Back			
		CJP System © 2013			
		CA-System & 2013			
			🔍 100% 🔻		

Figure 9.8 – Update button is to change User email and phone number

	Ö	64293/CIPSystem/UserAdministration/fmU Jabatan Kastam Dira Royal Malaysian Customs Depa	a Malaysia Iment CJP Online Page	- 0 × A * 0
Velcome to CJP Syst	tem. S	erver time is 10/01/2014 03:51:54		User Name: Test Use
Home		User Administration		
Company Informatio	on≯	User List		
User Information	,	Company Name User ID	: ABC SDN BHD(B565503A) : 6se4ir5p6yfz	
Sales Tax		Level of User	: Normal	
Service Tax	•	IC No. User Name	: 22222 : test2	
Excise Duty	•	Status E-Mail	: Registered : test2	
User Administration	•	Telephone No.(Office)	: 22222	
Logout		Telephone No.(H/P) Register Date	: 22222 : 07/10/2013 16:26:51	
		Registered By	: philip	
		Update/Cancel Date	: 20/12/2013 17:10:58	
		Update/Cancel By	: philip	
		Last Login Date	1	
		Last Logoff Date	1	
			Confirm Back	
		L	CJP System © 2013	
				🕄 100% 🔻

Figure 9.9 – Deletion, Suspend or Activate confirmation