



# **VARIED TAXABLE PERIOD (VTP)**

**Standard / VTP to VTP**

**Application Through TAP**

1. Fill in Email Address and Password information. Click Logon button.

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 **Login** 

Email Address

Mandatory

Password

[Forgot My Password](#)   [Sign Up for Web Logon](#)

**Logon**

## 2. Click account id hyperlink.

← → ↻ Not secure [https://gentaxmls.customs.gov.my/TAP/\\_/#1](https://gentaxmls.customs.gov.my/TAP/_/#1) ☆ 🗑️ ⋮

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**Menu** [Log Off](#)

**Home**

[Back](#)

**MLS**

RunDate: 18-Sep-2017

**Navigation**

[My Accounts](#)

**Registration**

[Apply for Branch Registration](#)

[Manage Designated Persons](#)

**Miscellaneous**

[Apply for Review \(Customs\)](#)

[Apply for Appeal \(Tribunal\)](#)

[Accounting Software Survey](#)

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**SALUTICA ALLIED SOLUTIONS SDN BHD** **NAMES AND ADDRESSES** **I WANT TO...**

Business Reg. No. 206341H Legal Name [Manage My Profile](#)

Trading Name [Add](#)

Location / Business

Correspondence Ad [Add](#)

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**ACCOUNTS<sup>1</sup>** **REQUESTS** **NOTICES<sup>52</sup>** **LETTERS<sup>50</sup>**

**MY ACCOUNTS<sup>1</sup>**

**MY ACCOUNTS** [Hide History](#) [Filter](#)

| Account Id                   | Account Type           | Frequency | Address                            | Estimated Balance(RM) |
|------------------------------|------------------------|-----------|------------------------------------|-----------------------|
| <a href="#">000177209344</a> | Goods and Services Tax | Varied    | 3 JALAN ZARIB 6, KAWASAN PERINDUS1 | 0.00                  |

**Note:**

- All credit balances shown in the taxable period are subject to Royal Malaysian Customs Department review.
- All debit balances shown in the taxable period shall be paid in full to Royal Malaysian Customs Department.

# 3. Click Update Registration Details button.

← → ↻ Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#2](https://gentaxmls.customs.gov.my/TAP/_/#2)

**Menu** [Log Off](#)

[Home](#)

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**MLS**

RunDate: 18-Sep-2017

**Navigation**

[My Accounts](#)  
[Act: 000177209344](#)

**Registration**

[Apply for Special Scheme](#)

[Apply for Group Registration](#)

[Manage Advance Ruling](#)

[Simplified Tax Invoice](#)

[Update Registration Details](#)

[Change Industry Codes](#)

**Refund**

[Update Refund Bank Account](#)

[Check Refund Request Status](#)

**Miscellaneous**

[Submit a Document](#)

[SMS / USSD Subscription](#)

[Request a Remission](#)

[Submit Form F](#)

[Bad Debt Relief Deferral](#)

[Add Outlet/Branch Address](#)

**GOODS AND SERVICES TAX**

Business Reg. No. 206341H

Varied 000177209344

**NAMES AND ADDRESSES**

Legal Name

Trading Name [Add](#)

Location / Business

Correspondence Ad [Add](#)

**I WANT TO...**

[Make a Payment](#)

[Authorize Tax Agent Access](#)

[Request to Close Account](#)

**PERIODS** **REQUESTS** **ACTIVITY** **NOTICES<sup>51</sup>** **LETTERS<sup>50</sup>** **SCHEMES<sup>0</sup>**

**ATTENTION NEEDED - RETURNS AND PAYMENTS<sup>1</sup>** **SEARCH**

**PERIODS REQUIRING ATTENTION** [Filter](#)

| Period      | Return Status |                          | Tax (RM) | Penalty (RM) | Credit (RM) | Balance (RM) | Messages    |
|-------------|---------------|--------------------------|----------|--------------|-------------|--------------|-------------|
| 29-Aug-2017 | Generated     | <a href="#">File Now</a> | 0.00     | 0.00         | 0.00        | 0.00         | File Return |

**Note:**

-All credit balances shown in the taxable period are subject to Royal Malaysian Customs Department review.  
-All debit balances shown in the taxable period shall be paid in full to Royal Malaysian Customs Department.

[Click here to update registration details.](#)

4. Read the notification carefully and understand it. Then click Next button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#3](https://gentaxmls.customs.gov.my/TAP/_/#3)

**Menu** Log Off 1. Update Registration Details

**Home** Update Registration Details

Back

**MLS**  
RunDate: 18-Sep-2017

**Navigation**  
[My Accounts](#)  
[Act: 000177209344](#)  
[Update Registration Details](#)

**Attachments** Add

**ABOUT THE SERVICE**

- This service allows you to update registration values.
- Your session will expire after 15 minutes of inactivity.

**WHAT YOU NEED**

- Document related to your amendment.

**AFTER YOU FINISH**

- Print the confirmation page for your records.

Cancel Previous **Next**

# 5. Select Filing Frequency.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

Menu Log Off

1. Update Registration Details 2. Update Registration Field

Home Update Registration Field

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MLS

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Navigation

My Accounts  
Act: 000177209344  
Update Registration Details

Attachments Add

**UPDATE REGISTRATION DETAILS**

Only one field can be updated per request, but you may submit new requests for each field.  
Please attach any documents through the Add button on the left, and add your remarks on the next screen.

Select Field

Commence Date

Financial Year End Month

Filing Frequency

Supply %

Business Name

Business Address

Address Line 1

Address Line 2

PostCode City / Town

State MALAYSIA

Exempt 0 Total is 0%, must be 100%

Cancel Previous Next

# 6. Select Varied.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

Menu Log Off

Home

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MLS

RunDate: 18-Sep-2017

Navigation

My Accounts  
Act: 000177209344  
Update Registration Details

Attachments Add

1. Update Registration Details 2. Update Registration Field

## Update Registration Field

### UPDATE REGISTRATION DETAILS

Only one field can be updated per request, but you may submit new requests for each field. Please attach any documents through the Add button on the left, and add your remarks on the next screen.

|                          |                  |
|--------------------------|------------------|
| Select Field             | Filing Frequency |
| Commence Date            |                  |
| Financial Year End Month |                  |
| Filing Frequency         |                  |
| Supply %                 | 0                |
| Business Name            |                  |

**BUSINESS ADDRESS**

|                |             |
|----------------|-------------|
| Address Line 1 |             |
| Address Line 2 |             |
| PostCode       | City / Town |
| State          | MALAYSIA    |

Cancel Previous Next

**Mandatory**

Total is 0%, must be 100%

3 Monthly

Monthly

Varied

# 7. Click Add button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

Menu Log Off

Home **Update Registration Field**

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MLS  
RunDate: 18-Sep-2017

Navigation  
[My Accounts](#)  
[Act: 000177209344](#)  
[Update Registration Details](#)

Attachments **Add**

1. Update Registration Details **2. Update Registration Field**

### UPDATE REGISTRATION DETAILS

Only one field can be updated per request, but you may submit new requests for each field.  
Please attach any documents through the Add button on the left, and add your remarks on the next screen.

Select Field:

Commence Date:

Financial Year End Month:

Filing Frequency:

| Standard                       | Export                         | Zero Rate                      | Exempt                         |                           |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------|
| <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | Total is 0%, must be 100% |

Supply %

Business Name:

### BUSINESS ADDRESS

Address Line 1:

Address Line 2:

PostCode:  City / Town:

State:

Cancel Previous Next



# 8. Fill in the description of the document.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

Menu Log Off 1. Update Registration Details 2. Update Registration Field

Home Update Registration Field

Back

MLS RunDate: 18-Sep-2017

Navigation My Accounts Act: 000177209344 Update Registration Details

Attachments Add

UPDATE REGISTRATION DETAILS

Only one field can be updated per request, but you may submit new requests for each field. Please attach any documents through the Add button on the left, and add your remarks on the next screen.

Select Field Filing Frequency

Commence Date

Financial Year End Month

Filing Frequency Varied

Standard Export Zero Rate Exempt

Select a file to attach

Type Supporting Documents

Description VTR 2019

Choose File No file chosen

Mandatory

Save Cancel

Cancel Previous Next

# 9. Click Choose File. Find your company application letter. Then Click Save.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

The screenshot displays the 'Update Registration Field' interface. On the left, there is a navigation menu with options like 'Home', 'Back', 'MLS', 'RunDate: 18-Sep-2017', 'Navigation', 'My Accounts', 'Act: 000177209344', 'Update Registration Details', and 'Attachments'. The main content area is titled 'Update Registration Field' and includes a progress bar with steps '1. Update Registration Details' and '2. Update Registration Field'. Below the title, there is a section for 'UPDATE REGISTRATION DETAILS' with instructions: 'Only one field can be updated per request, but you may submit new requests for each field. Please attach any documents through the Add button on the left, and add your remarks on the next screen.' The form contains several fields: 'Select Field' (set to 'Filing Frequency'), 'Commence Date', 'Financial Year End Month', and 'Filing Frequency' (set to 'Varied'). Below these, there are radio buttons for 'Standard', 'Export', 'Zero Rate', and 'Exempt'. A modal window titled 'Select a file to attach' is open, showing a 'Type' dropdown set to 'Supporting Documents', a 'Description' field with 'VTP 2019', and a 'Choose File' button circled in red. Below the 'Choose File' button is a 'No file chosen' button. At the bottom of the modal, there are 'Save' and 'Cancel' buttons, with the 'Save' button circled in green. The background form also has 'Cancel', 'Previous', and 'Next' buttons at the bottom.

# 10. Click Next button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#4](https://gentaxmls.customs.gov.my/TAP/_/#4)

Menu Log Off

Home Back

MLS  
RunDate: 18-Sep-2017

Navigation  
[My Accounts](#)  
[Act: 000177209344](#)  
[Update Registration Details](#)

Attachments Add  
[Attachment A.png](#) ✖  
VTP 2019

1. Update Registration Details **2. Update Registration Field**

## Update Registration Field

**UPDATE REGISTRATION DETAILS**

Only one field can be updated per request, but you may submit new requests for each field. Please attach any documents through the Add button on the left, and add your remarks on the next screen.

Select Field:

Commence Date:

Financial Year End Month:

Filing Frequency:  i

| Standard                       | Export                         | Zero Rate                      | Exempt                         | Total                     |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------|
| <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | Total is 0%, must be 100% |

Supply %

Business Name:

**BUSINESS ADDRESS**

Address Line 1:

Address Line 2:

PostCode:  City / Town:

State:

Cancel Previous **Next**

11. Select how many taxable period you wish to apply. Then click Next button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#7](https://gentaxmls.customs.gov.my/TAP/_/#7)

The screenshot shows a web application interface for 'Filing Period'. The top navigation bar includes 'Menu', 'Log Off', and a progress indicator with three steps: '1. Update Registration Details', '2. Update Registration Field', and '3. Filing Period'. The left sidebar contains 'Home', 'Back', 'MLS' (with 'RunDate: 18-Sep-2017'), 'Navigation' (with 'My Accounts', 'Act: 000587272192', and 'Update Registration Details'), and 'Attachments' (with 'Attachment B.png test'). The main content area is titled 'Filing Period' and contains a section 'VARIED FILING PERIOD DURATION' with the label 'Total of Varied Filing Period'. A dropdown menu is open, showing options 02, 04, 06, 12, and 18. The option '12' is highlighted with a red circle. A yellow 'Mandatory' label is positioned to the right of the dropdown. Below the dropdown is a 'Cancel' button. To the right of the main content area are 'Previous' and 'Next' buttons, with the 'Next' button circled in orange.

12. Fill the begin and end date for every taxable period. Then click Next button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#7](https://gentaxmls.customs.gov.my/TAP/_/#7)

Menu Log Off 1. Update Registration Details 2. Update Registration Field 3. Filing Period

Home Back

MLS RunDate: 18-Sep-2017

Navigation My Accounts Act: 000587272192 Update Registration Details

Attachments Add Attachment B.png test

### Filing Period

**VARIED FILING PERIOD DURATION**

Total of Varied Filing Period 12

|                           | Begin       | End         | Day | Week | Return Due Date |
|---------------------------|-------------|-------------|-----|------|-----------------|
| 1st Varied Filing Period  | 01-Jan-2019 | 25-Jan-2019 | 24  | 3    | 24-Feb-2019     |
| 2nd Varied Filing Period  | 26-Jan-2019 | Mandatory   | 0   | 0    |                 |
| 3rd Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 4th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 5th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 6th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 7th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 8th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 9th Varied Filing Period  | Mandatory   | Mandatory   | 0   | 0    |                 |
| 10th Varied Filing Period | Mandatory   | Mandatory   | 0   | 0    |                 |
| 11th Varied Filing Period | Mandatory   | Mandatory   | 0   | 0    |                 |
| 12th Varied Filing Period | Mandatory   | Mandatory   | 0   | 0    |                 |

Cancel Previous Next

# 13. Insert remarks then click Submit button.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#8](https://gentaxmls.customs.gov.my/TAP/_/#8)

Menu Log Off

1. Update Registration Details 2. Update Registration Field 3. Filing Period 4. User Remarks

Home

Back

MLS

RunDate: 18-Sep-2017

Navigation

My Accounts  
Act: 000587272192  
Update Registration Details

Attachments Add

Attachment B.png X  
test

## User Remarks

Remarks

VTP 2019

Cancel Previous Submit

14. Finished. Once your application has been approved, you will receive your letter of approval via TAP.

Not secure | [https://gentaxmls.customs.gov.my/TAP/\\_/#9](https://gentaxmls.customs.gov.my/TAP/_/#9)

[Print Acknowledgement Receipt](#)

**Menu** [Log Off](#)

**Home**

[Back](#)

**MLS**

RunDate: 18-Sep-2017

**Navigation**

[My Accounts](#)  
[Act: 000587272192](#)  
[Update Registration Details](#)  
[Request](#)

You have submitted your request to update your "Filing Frequency" **successfully**.

Your request has been received and is pending for processing.

Submitted Date 18-Sep-2017 12:27:04  
Acknowledgement Receipt No. 1-428-425-600

For further information and inquiries please visit our website [www.gst.customs.gov.my](http://www.gst.customs.gov.my) or contact us at 03-78067200/ 1300-888-500.

Please print a copy of this receipt for your records by using the "Print Acknowledgment Receipt" button above.

[OK](#) [Printable View](#)