



CUSTOMER CARE

APPLICATION TO PURCHASE CHECK LIST

DOCUMENTS REQUIREMENT FOR SUBMISSION

GOVERNMENT LOAN

- Identity Card (IC) Copy
- 3 months latest pay slips
- Service Confirmation Letter from HOD/**Surat Pengesahan Dalam Perkhidmatan dari Ketua Jabatan**
- Loan Entitlement Letter from Department/**Surat Kelayakan Skim Pinjaman dari Jabatan**

BANK LOAN (COMMERCIAL BANK)

A. APPLICATION UNDER PERSONAL NAME

- Identity Card (IC) Copy
- 3 months latest pay slips
- Details of employer, designation and gross income
- KWSP (EPF) latest statement
- Company Offer Letter (For those who works less than one year)
- Central Provident Fund (CPF) (For those who works in Singapore)
- Passport copy (For those who works outside Malaysia)
- Local Guarantor (For those who works outside Malaysia)

B. APPLICATION UNDER COMPANY NAME

- Director's Identity Card (IC) Copy
- Form 24, 49, 44 (if any) and Section 58 (if any)
- Form 9
- Form B
- 6 months latest company's bank statement

OTHERS DOCUMENTS (TO SECURE YOUR LOAN APPLICATION)

- Fixed Deposit Statement
- ASB/ASMB Statement
- 3 months Saving Account Statement