

## PETRONAS SmartPay – New Application: Required Supporting Documents

Product	Berhad	Sdn Bhd	Sole Proprietor / Partnership	Societies / Associations
PREPAID  <i>or</i>  SUBSIDY ID CARD (CASH CARD)	<ul style="list-style-type: none"> <li>• <b>Application Form</b></li> <li>• <b>Know-Your-Counterparty (KYC) Declaration Form</b>  <i>(i) ALL TYPE OF APPLICATION – Must be signed with full name as per NRIC, Passport</i></li> </ul>			
	<ul style="list-style-type: none"> <li>• <b>Copy of KPDN Sistem Kawalan Petrol/Diesel Bersubsidi (SKPS/SKDS) Approval Letter</b></li> <li>• <b>Copy of List of Vehicles</b> <i>(if applicable)</i></li> </ul>			
	<ul style="list-style-type: none"> <li>• <b>Certificate of Incorporation of Company or Certificate of Registration or Copy of NRIC</b>  <i>(i) Berhad &amp; Sdn Bhd – Mandatory SSM Section 14 or Form 9</i>  <i>(ii) Sole Proprietor &amp; Partnership – Mandatory SSM Form D or Business Registration Certificate (for Peninsular Malaysia), Form CAP 64 (for Sarawak) or Form B (for Sabah), must be valid at the point of submission with an expiry date not earlier than one (1) month from the Application Date.</i>  <i>(iii) Individual – Mandatory a copy of NRIC if SKPS/SKDS approval letter is registered to NRIC</i>  <i>(iv) Societies &amp; Associations – Mandatory RoS Certification of Registration and Organisation Chart</i></li> </ul>			

Product	Berhad	Sdn Bhd	Sole Proprietor / Partnership	Societies / Associations / NPO	Government
POSTPAID	<ul style="list-style-type: none"> <li>• <b>Application Form</b></li> <li>• <b>Know-Your-Counterparty (KYC) Declaration Form</b>  <i>(i) ALL TYPE OF APPLICATION – Must be signed with full name as per NRIC, Passport</i></li> </ul>				
	<ul style="list-style-type: none"> <li>• <b>Copy of KPDN Sistem Kawalan Petrol/Diesel Bersubsidi (SKPS/SKDS) Approval Letter</b></li> <li>• <b>Copy of List of Vehicles</b> <i>(if applicable)</i></li> </ul>				<ul style="list-style-type: none"> <li>• <b>Official Request Letter</b></li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Certificate of Incorporation of Company or Certificate of Registration or Copy of NRIC</b>  <i>(i) Berhad &amp; Sdn Bhd – Mandatory SSM Section 14 or Form 9</i>  <i>(ii) Sole Proprietor &amp; Partnership – Mandatory SSM Form D or Business Registration Certificate (for Peninsular Malaysia), Form CAP 64 (for Sarawak) or Form B (for Sabah), must be valid at the point of submission with an expiry date not earlier than one (1) month from the Application Date.</i>  <i>(iii) Individual – Mandatory a copy of NRIC if SKPS/SKDS approval letter is registered to NRIC</i>  <i>(iv) Societies &amp; Associations – Mandatory RoS Certification of Registration and Organisation Chart</i></li> </ul>				<ul style="list-style-type: none"> <li>• <b>Organisation Chart</b></li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Central Credit Reference Information System (CCRIS) Consent Form</b>  <i>(i) Berhad &amp; Sdn Bhd – Must be signed by a Shareholder or Director (as listed in SSM Form 49)</i>  <i>(ii) Sole Proprietor &amp; Partnership – Must be signed by the Sole Proprietor / any Partners (as listed in SSM Form 49)</i>  <i>(iii) Societies &amp; Associations – Must be signed by the Chairman or President of the Entity (as listed in organisation chart)</i></li> </ul>				
	<ul style="list-style-type: none"> <li>• <b>Enhanced Due Diligence (EDD) Form</b></li> <li>• <b>Copy of NRIC, Passport</b>  <i>(i) Berhad &amp; Sdn Bhd – Mandatory for Foreign Owners or Partners of the Entity from countries listed in the Financial Action Task Force (FATF) (<a href="#">Refer countries list</a>)</i>  <i>(ii) Sole Proprietor &amp; Partnership – Mandatory for ALL Owners or Partners of the Entity</i>  <i>(iii) Societies &amp; Associations – Mandatory for Chairman or President and the Applicant on behalf of the Entity</i></li> </ul>				
	<ul style="list-style-type: none"> <li>• <b>Latest Audited Account or 6-months bank statements</b></li> </ul>				