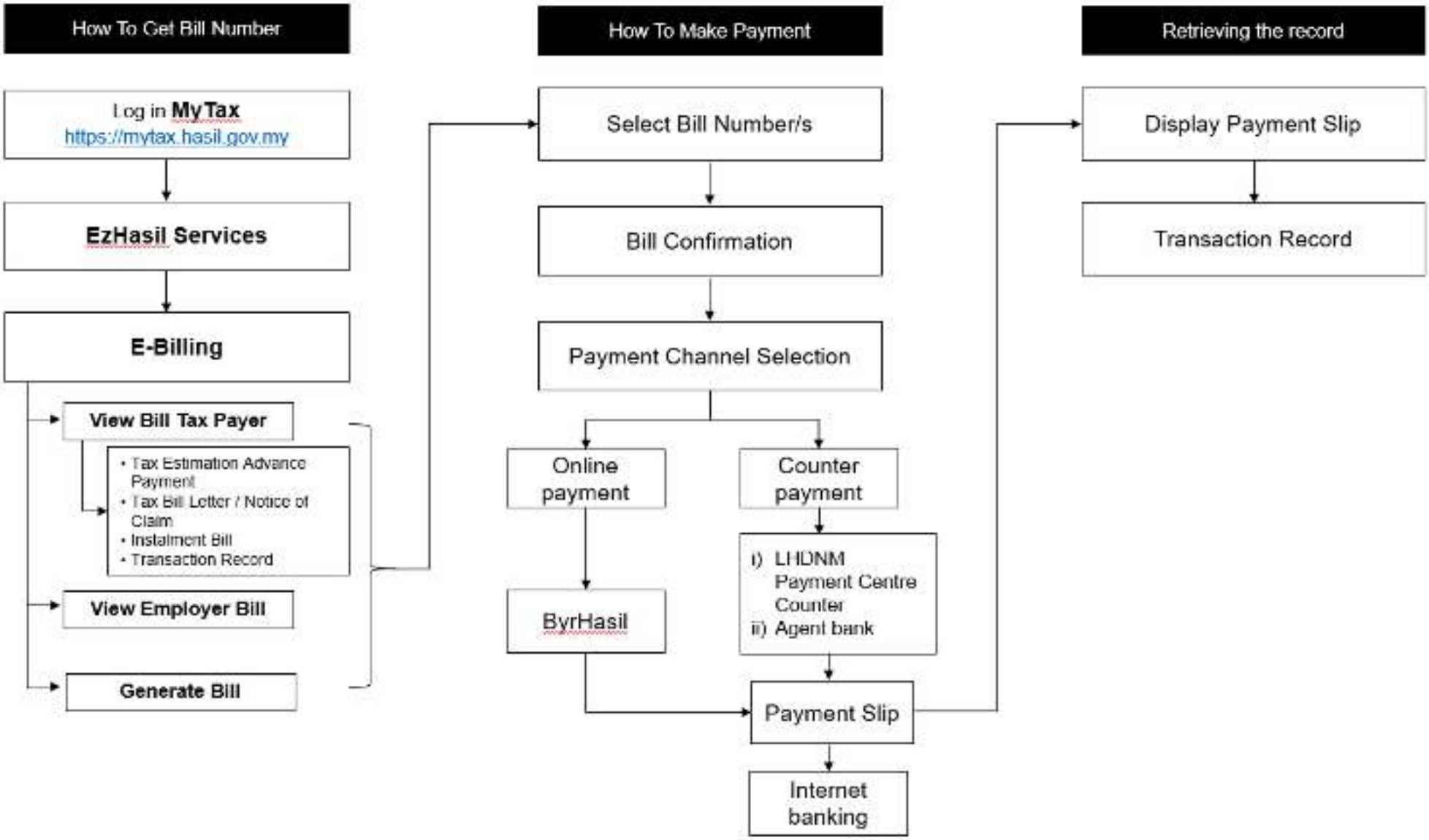
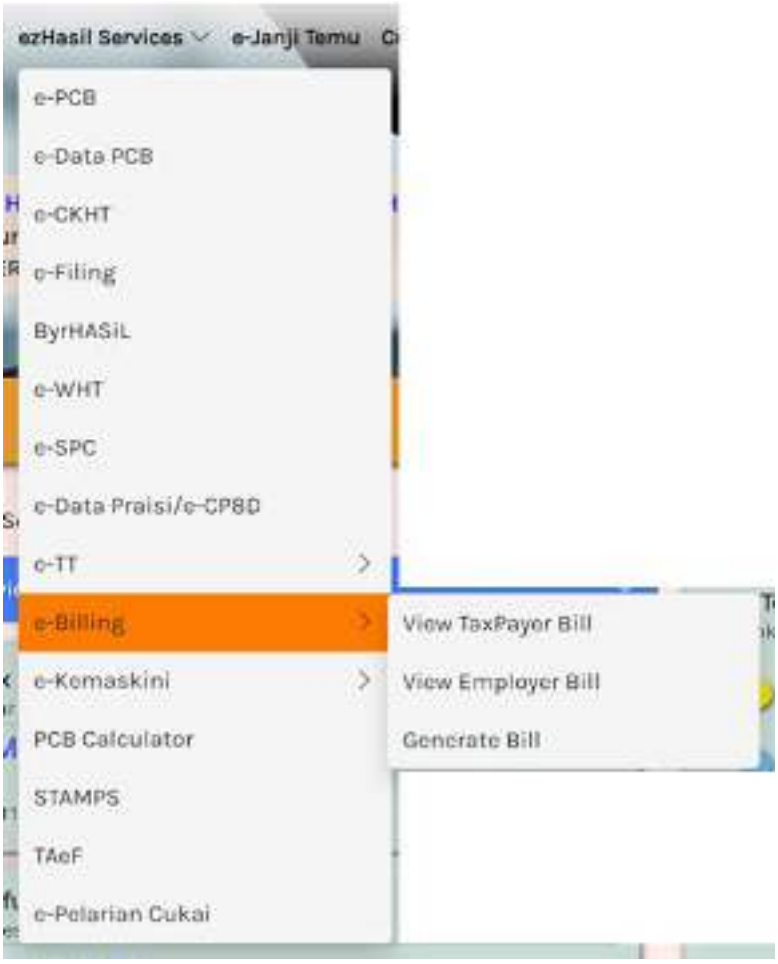
# FLOW CHART OF e-BILLING



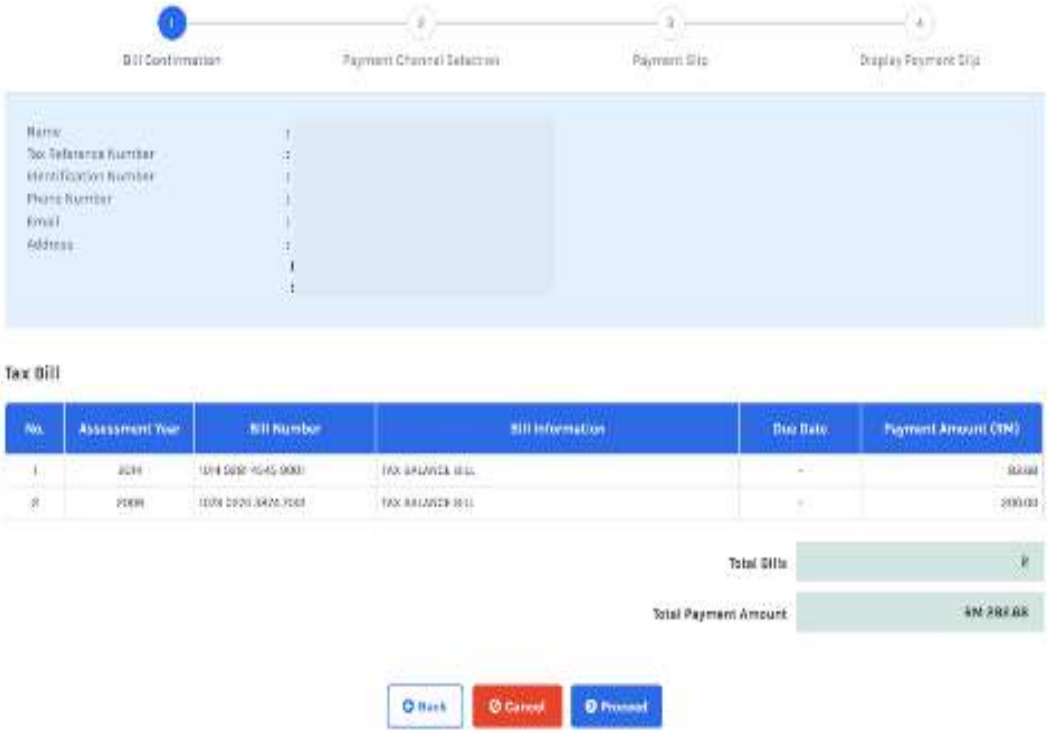
**USER GUIDE**

**e-BILLING SYSTEM**
**INLAND REVENUE BOARD OF MALAYSIA (IRBM)**

| NO | ITEM |
|---|---|
| 1. | **How To Get Bill Number**<br><br>i) Log into your account at https://mytax.hasil.gov.my with your NRIC/Passport/Army/Police number and password;<br>ii) Select ezHasil Services at the top left-hand corner of the page; and<br>iii) Select e-Billing.<br> |

| NO | ITEM |
|---|---|
| | iv) Under e-Billing, you're to;<br>a) **View Taxpayer Bill**<br>The selection menu;<br>- Tax Estimate Bill (CP500 and CP204)<br>- Tax Bill (according to the type of tax)<br>- Letter / Notice of Demands<br>- Notice of Instalment<br>- Transaction Record<br><br>b) View Employer Bill<br>- Display employer's compound bill.<br><br>c) Generate Bill<br>- Tax payer able to generate Bill Number for manual submission income tax return form or for Labuan Business Activities Tax (LBATA). Bill Number can be generated only once per year of assessment and maximum to two (2) years of assessment. |
| 2. | **How To Make Payment**<br><br>i) Select the Bill Number/s you want to pay.<br><br>ii) Verify the amount. You can amend the amount less or equal as per Bill Number.<br>iii) Once the details are confirmed, click Next button and the scrren of Bill Confirmation will be displayed as below: |

| NO | ITEM |
|---|---|




iv) From this screen you can either Back, Cancel or Proceed to the next action. Back button will bring you to the View Bill screen, Cancel button will lead you to MyTax dashboard.

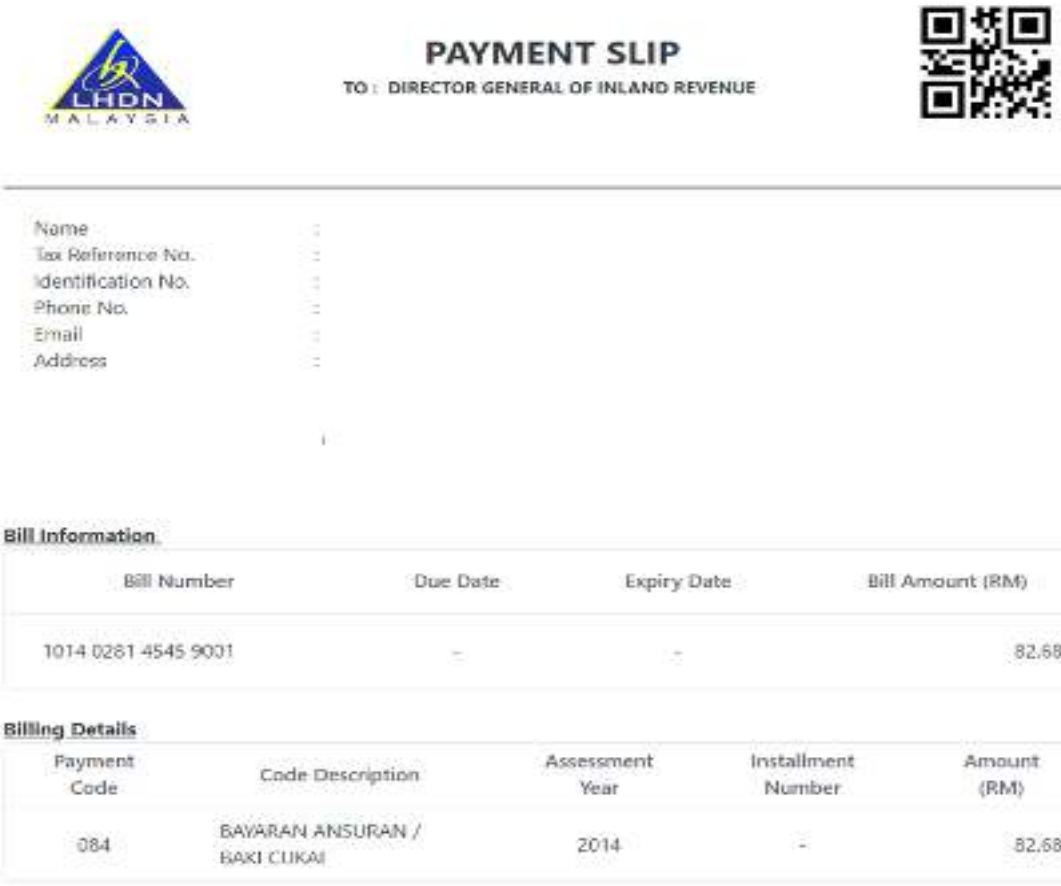
v) If you wish to Proceed, you are required to select the payment channel at the Payment Channel Selection screen. Payment channels are available as follows:

   a) ByrHasil
   b) LHDNM Payment Centre Counter
   c) Agent bank

vi) If you select ByrHasil, you will be channel to ByrHasil site for the online payment.

| NO | ITEM |
|---|---|

vii) For LHDNM Payment Centre Counter or agent bank, the Payment Slip will be generated. You need to bring this Payment Slip to the counter or you can download the Bill Number by scanning the QR code on the top right of the Payment Slip. Below is the sample of Payment Slip:



PAYMENT SLIP

TO : DIRECTOR GENERAL OF INLAND REVENUE

Name :
Tax Reference No. :
Identification No. :
Phone No. :
Email :
Address :

**Bill Information**

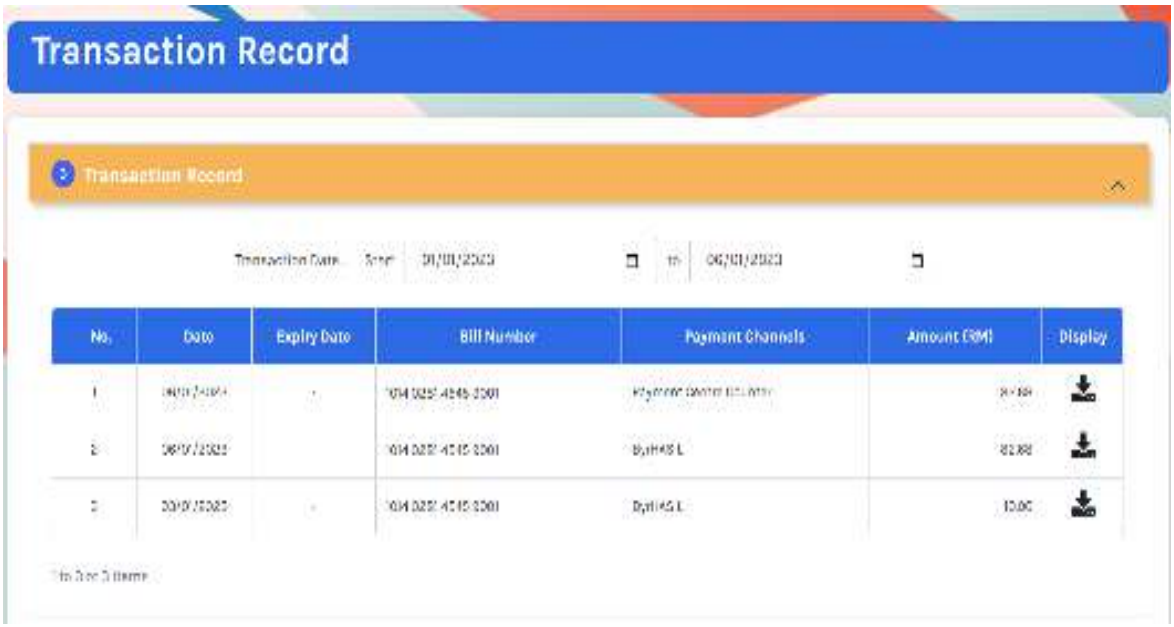
| Bill Number | Due Date | Expiry Date | Bill Amount (RM) |
|---|---|---|---|
| 1014 0281 4545 9001 | - | - | 82.68 |

**Billing Details**

| Payment Code | Code Description | Assessment Year | Installment Number | Amount (RM) |
|---|---|---|---|---|
| 084 | BAYARAN ANSURAN / BAKI CUKAI | 2014 | - | 82.68 |

viii) The Payment Slip will be saved in the Transaction Records for future reference.

ix) For payment via internet banking, you can copy the Bill Number from the Payment Slip to make a payment.

| NO | ITEM |
|---|---|
| 3. | **Retrieving the record**<br><br>i) All Bill Numbers that have been selected for payment will be saved in Transaction Record for your further reference and will be displayed as below:<br><br> |

Date : 04 January 2023

Prepared by : Section Strategic Tax Accrual Account
Collection Tax Department
Inland Revenue Board of Malaysia