



LEMBAGA HASIL DALAM NEGERI MALAYSIA www.hasil.gov.mv











APPLICATION FOR PIN NO.

- Can be made at LHDNM branches/ Revenue Service Centres / UTC
- Documents needed:
- » Verification of applicant's identity (Identity Card No. / Passport
- No. / Police No. / Army No.)

 Form CP55D (PIN No. Application Form) can be obtained at LHDNM counters
- If a representative, please furnish:

- Written consent of the applicant,
 Copy of applicant's and the representative's identity card; and
 Form CP55D (PIN No. Application Form) can be obtained at LHDNM counters

REGISTRATION OF DIGITAL CERTIFICATE



- Click First Time Login and follow the stated procedure by the system
 Enter Password between 8 to 12 characters and should have at least:
- » One (1) capital letter » One (1) small letter » One (1) number

- » Must not contain any special characters or symbols
- » Example: pAssword123

E-FORM LOGIN

Choose Login menu, enter Identity Card No. and the exact **Password**



• Click **e-Form** > Choose Type of Form > Choose Year of Assessment

	Category	Type of Forms
	Individual	e-BE/e-B/e-BT/e-M/e-MT/e-E/e-P

- · Fill in the correct information and follow the stated procedure
- Click Sign & Submit to submit e-Form
- An Acknowledgement Receipt of e-Form will be prompted after the form was successfully submitted

ACKNOWLEDGEMENT RECEIPT OF e-FORM

- Choose Services menu > e-Filing > Acknowledgement Receipt
- Log In menu, enter Identity Card No. and the exact Password



FORGOT PASSWORD

WITH A REGISTERED e-MAIL WITH LHDNM:

Click Forgot Password > enter Identity Card No > Choose Digital Certificate Type: Individual > Choose Reset Medium: Registered e-Mail with LHDNM



- WITHOUT REGISTERED e-MAIL WITH LHDNM:
 Please visit to the nearest LHDNM branches / Revenue Service Centres / UTC to obtain Temporary Activation Code
- Taxpayer's identification verification is needed
- Click Forgot Password > Enter Identity Card No > Choose Digital Certificate Type: Individual > Choose Reset Medium: Temporary Activation Code > Enter the new password



WITH A REGISTERED HANDPHONE NUMBER

 Click Forgot Password > click here link and follow the stated procedure by the system



DIGITAL CERTIFICATE EXPIRED

- Choose **Login** menu
- Taxpayer should choose to register automatically by clicking 'Agree' button
- Enter Login using the original password

