



**LEMBAGA HASIL DALAM NEGERI MALAYSIA
BORANG PEMBERITAHUAN OLEH MAJIKAN BAGI PEKERJA YANG HENDAK
MENINGGALKAN MALAYSIA**

CP21 [Pin.1/2021]
LEAVER

[SUBSEKSYEN 83(4) AKTA CUKAI PENDAPATAN 1967]

Borang ini ditetapkan di bawah seksyen 152 Akta Cukai Pendapatan 1967
NOTIFICATION FORM BY EMPLOYER OF EMPLOYEE'S DEPARTURE FROM MALAYSIA
[SUBSECTION 83(4) INCOME TAX ACT 1967]

This form is prescribed under section 152 of the Income Tax Act 1967

Borang pemberitahuan ini hendaklah dikemukakan kepada Lembaga Hasil Dalam Negeri Malaysia (LHDNM):

- sekurang-kurangnya 30 hari sebelum tarikh dijangka meninggalkan Malaysia.

This notification form should be submitted to the Inland Revenue Board of Malaysia (IRBM):

- *not less than 30 days before the expected date of departure from Malaysia.*

<p>Nama & Alamat Majikan / <i>Employer's Name & Address</i></p> <div style="border: 1px solid black; height: 100px;"></div>	<p>No. Majikan / <i>Employer's No.</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px; text-align: center;">E</td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> <td style="width:20px;"></td> </tr> </table> <p>No. Telefon Majikan / <i>Employer's Telephone No.</i></p> <div style="border: 1px solid black; height: 20px;"></div>	E											
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**A. BUTIR-BUTIR PEKERJA YANG AKAN MENINGGALKAN MALAYSIA
PARTICULARS OF EMPLOYEE WHO WILL BE LEAVING MALAYSIA**

<p>1. Nama Penuh / <i>Full Name</i></p> <div style="border: 1px solid black; height: 20px;"></div> <p>2. Tarikh Mula Bekerja / <i>Date of Commencement of Employment</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td> </tr> </table> <p>3. Tarikh Dijangka Meninggalkan Malaysia / <i>Expected Date to Leave Malaysia</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td> </tr> </table> <p>4. No. Pengenalan (No. Kad Pengenalan / Polis / Tentera / Pasport) / <i>Identification No. (Identity Card / Police / Army / Passport No.)</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td> </tr> </table> <p>5. No. Cukai Pendapatan / <i>Income Tax No.</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td> </tr> </table> <p>6. Warganegara / <i>Citizen</i></p> <div style="border: 1px solid black; height: 20px;"></div> <p>7. Tarikh Lahir / <i>Date of Birth</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td><td style="width:20px;"></td> </tr> </table> <p>8. Tempat Lahir / <i>Place of Birth</i></p> <div style="border: 1px solid black; height: 20px;"></div> <p>9. Jenis Pekerjaan / <i>Nature of Employment</i></p> <div style="border: 1px solid black; height: 20px;"></div> <p>10. No. Telefon Pekerja / <i>Employee's Telephone No.</i></p> <div style="border: 1px solid black; height: 20px;"></div>																																																												<p>11. Alamat surat-menyurat pekerja yang terkini / <i>Current address of employee</i></p> <div style="border: 1px solid black; height: 40px;"></div> <p><input type="checkbox"/> Tandakan 'X' jika alamat surat-menyurat di atas adalah alamat ejen cukai / <i>Enter 'X' if the above correspondence address belongs to a tax agent</i></p> <p>12. Alasan meninggalkan negara ini / <i>Reason for departure</i></p> <div style="border: 1px solid black; height: 20px;"></div> <p>13. Alamat surat-menyurat di luar Malaysia / <i>Correspondence address outside Malaysia</i></p> <div style="border: 1px solid black; height: 40px;"></div> <p>14. Jika akan kembali ke Malaysia, nyatakan tarikh dijangka kembali / <i>If returning to Malaysia, state the expected date of return</i></p> <div style="border: 1px solid black; height: 20px;"></div>

B. BUTIR-BUTIR SARAAN			
Jika pekerja tidak kembali, nyatakan di bawah ini emolumen dan caruman kepada mana-mana kumpulan wang yang diluluskan bagi tahun beliau meninggalkan negara ini : <i>If not returning, state the emoluments and any approved provident fund contributions for the year of departure below :</i>	Tahun Semasa / Current Year		
	Tempoh / Period		RM
	Dari / From	Hingga / Until	
1) Gaji, bayaran, upah dan kerja lebih masa <i>Salary, fees, wages, and overtime pay</i>			
2) Gaji cuti <i>Leave pay</i>			
3) Komisen dan bonus <i>Commission and bonus</i>			
4) Ganjaran <i>Gratuity</i>			
5) Pampasan kerana kehilangan pekerjaan <i>Compensation for loss of employment</i>			
6) Elaun tunai termasuk cukai ditanggung oleh majikan (sebutkan jenis-jenis elaun) <i>Allowance in cash including tax borne by the employer</i> (please state type of allowance)			
7) Pencen daripada majikan <i>Pension from employer</i>			
8) Manfaat berupa barangan yang layak dikenakan cukai <i>Benefits in kind subject to tax</i>			
9) Nilai tempat kediaman yang disediakan majikan <i>Value of living accommodation provided by the employer</i>			
10) Elaun-elaun selain daripada wang seperti makanan, pakaian, lojing atau pembantu rumah yang diperuntukkan atau dibayar oleh majikan <i>Allowances in kind, e.g. value of food, clothing, lodging or servants provided or paid by the employer</i>			
11) Bayaran-bayaran lain (jika ada, nyatakan) <i>Other payments (if any, please specify)</i>			
JUMLAH / TOTAL			RM

C. BUTIR-BUTIR PENDAPATAN YANG BELUM DILAPORKAN / INCOME OF PRECEDING YEARS NOT DECLARED				
Bil.	Jenis Pendapatan / Type of Income	Tempoh Diperoleh / Year for Which Paid	Jumlah Pendapatan (RM) / Total Income (RM)	Caruman KWSP Pekerja (RM) / Provident & Pension Fund Contribution (RM)
(i)				
(ii)				
(iii)				

D. BUTIR-BUTIR LAIN / OTHER PARTICULARS	
1) Jumlah wang yang ditahan oleh majikan dan akan dibayar kepada pekerja / <i>Amount of money withheld by employer and due to employee</i>	RM
2) Jumlah Potongan Cukai Bulanan yang dibayar ke LHDNM dalam tahun ini / <i>Amount of Monthly Tax Deductions paid to IRBM for the current year</i>	RM
3) Jumlah potongan zakat yang dibayar dalam tahun ini / <i>Amount of zakat paid for the current year</i>	RM
4) Caruman pekerja kepada KWSP atau kumpulan wang yang diluluskan / <i>Employee contributions to Employee Provident Fund or any approved fund</i>	RM

E. AKUAN PEGAWAI YANG DIBERI KUASA / DECLARATION BY AUTHORISED OFFICER	
Nama / Name :	<input type="text"/>
Jawatan / Designation :	<input type="text"/>
Tandatangan / Signature :	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; width: 200px; height: 40px;"></div> <div style="text-align: right;"> Tarikh / Date : <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> </div> </div>

NOTA / NOTE :
 Pengakuan ini perlu dibuat oleh majikan mengikut kategori majikan selaras dengan peruntukan seksyen 66 hingga 76 dan seksyen 86 Akta Cukai Pendapatan 1967 / This declaration must be made by the employer in accordance with the category of employer as provided under sections 66 to 76 and section 86 of the Income Tax Act 1967