

# REGISTRATION FORM

	Name	Membership No.
1		
2		
3		
4		

Name of Company: .....

Telephone: ..... Fax: .....

Address: .....

.....

.....

Contact Person: .....

Designation: .....

(Kindly make copies if more forms are needed)

### Fees :

MACS Members / Member Firm's Staff	Others
RM280.00	RM350.00

(Inclusive of lunch, refreshments, seminar materials & Certificate of Attendance)

**Cancellation** There is no refund for cancellation or non-attendance. Substitutes are allowed but the organiser appreciates 7 days prior notification. Admittance will not be permitted unless payment is received.

**Reservation** The organiser reserves the right to make changes to the venue, date, speakers, fee, including cancellation of the seminar, if warranted by circumstances beyond the organiser's control.

**Registration & Enquiries** **MACS Johor State Organising Committee**  
Contact Persons :  
(1) Mr. Seet Cheng Hoe  
Cheng Management Services  
No. 19, Jalan Lembah 5, Taman Tasek  
80200 Johor Bahru, Johor  
H/P no. : 019 - 776 5980  
(2) Mr. Lim Woon Ann  
H/P no. : 019 - 780 3773  
Fax no. : 07 - 351 4332

**Closing Date** **28th May 2010, Friday**

**Payment** Enclosed is a cheque / Bankdraft No. .... for the sum of RM..... made payable to " Malaysian Association of Company Secretaries".

*Registration is on first-come-first-served basis. All registrations must be accompanied with the full payment. Registration made by fax must be followed immediately by payment.*

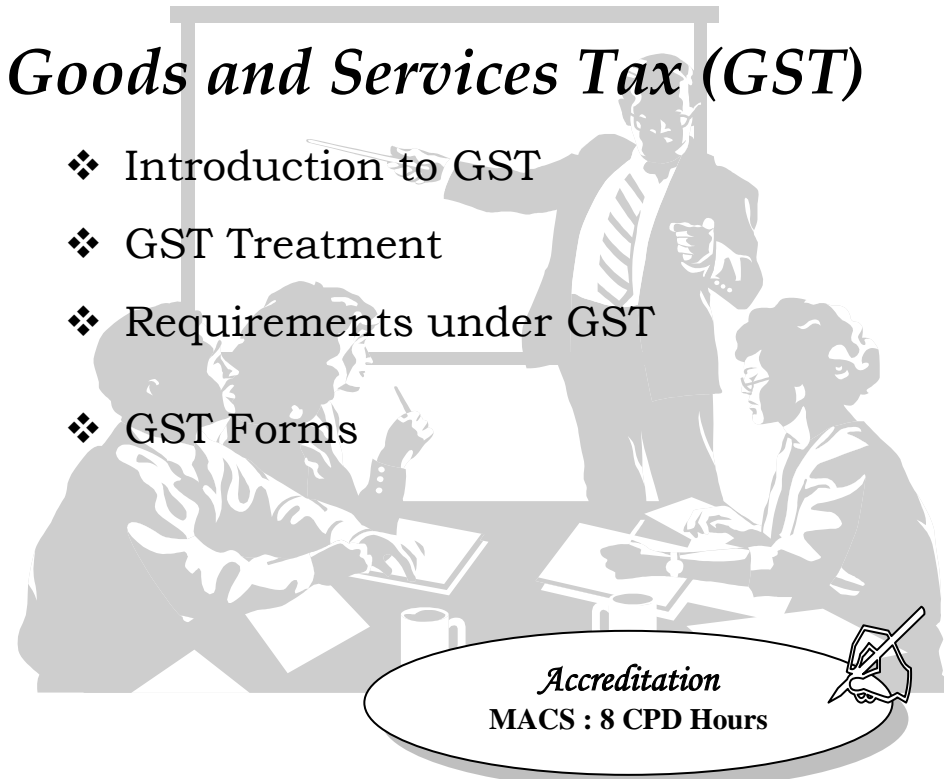


**PERSATUAN SETIAUSAHA SYARIKAT MALAYSIA**  
**MALYSIAN ASSOCIATION OF COMPANY SECRETARIES**  
(Prescribed Body under Section 139A(a) of the Companies Act, 1965)

## Continuing Professional Development Programme

### Goods and Services Tax (GST)

- ❖ Introduction to GST
- ❖ GST Treatment
- ❖ Requirements under GST
- ❖ GST Forms



*Accreditation*  
**MACS : 8 CPD Hours**

**Date** : 29th May 2010, Saturday  
**Time** : 9.00 a.m. to 5.00 p.m.  
**Venue** : Dewan Johor, 2<sup>nd</sup> Floor,  
Hotel Mutiara Johor Bahru

# Goods & Services Tax (GST)

## ❖ Introduction to GST

- ❖ What is GST?
- ❖ Why GST?
- ❖ How will GST impact industries?

## ❖ GST Treatment

- ❖ GST treatment on supplies
- ❖ GST treatment on special cases/transactions
- ❖ Other related issues
- ❖ Input tax credit and mechanism
- ❖ Transitional period

## ❖ Requirements under GST

- ❖ Registration
- ❖ Accounting for GST

## ❖ GST Forms

- ❖ Gazetted Forms
- ❖ Non-gazetted Forms
- ❖ Administrative Forms
- ❖ GST Return

### *Tn. Awai bin Mamat (Moderator)*

*Tn. Awai bin Mamat* holds a degree in Accounting from Universiti Malaya. He has been with the Royal Malaysian Customs Department for over 29 years and has served in various divisions such as Sales Tax, Service Tax, Excise, Import/Export, Preventive, Information Technology, Petroleum and GST.

He is currently the Deputy Director of Customs for the Internal Tax Department. He has presented various taxation seminars and numerous seminars on GST. He has also served on the GST Task Force for 3 years.

### *Pn. Norlela binti Ismail*

*Pn. Norlela binti Ismail* graduated from Australia with a degree in Statistics and she is currently a Senior Assistant Director of the Royal Malaysian Customs Department. She has served 17 years in various departments such as Accounting Division, Export Unit, Management Unit, Internal Tax Division and GST Department of the Royal Malaysian Customs Department. She has also served on the GST Task Force for 4 years.

*Pn. Norlela* has extensive experience in conducting seminars and lectures on tax related topics.

## *Who should attend?*

**Company Directors, Chief Executives, Financial Directors, Financial Controllers, Treasurers, Shareholders, Company Secretaries, Auditors, Tax Practitioners, Tax Executives and Planners, Tax Agents, Accountants, Senior Finance Managers, Corporate Advisors, Solicitors, Businesspersons, Small Business Entrepreneurs, Management Personnel of Companies & Other Professionals.**

# P R O G R A M M E

Time	Details
8.30 – 9.00 am	Registration
9.00 – 10.30 am	<u>Topic 1</u> <b>Introduction to GST</b>
10.30 – 10.45 am	Morning Tea Break
10.45 – 12.30 pm	<u>Topic 2</u> <b>GST Treatment</b>
12.30 – 1.00 pm	Q & A Session
1.00 – 2.00 pm	Lunch
2.00 – 3.30 pm	<u>Topic 3</u> <b>Requirements under GST</b>
3.30 – 3.45 pm	Afternoon Tea Break
3.45 – 4.30 pm	<u>Topic 4</u> <b>GST Forms</b>
4.30 – 5.00 pm	Q & A session
5.00 pm	End