

Dear Valued Customers,

## **IMPORTANT NOTICE**

### **RE: IMPLEMENTATION OF E-INVOICE**

Thank you for banking with Sumitomo Mitsui Banking Corporation, Labuan Branch (Licensed Labuan Bank No. 930016C) ("we", "SMBC LBN").

Following the announcement by the Lembaga Hasil Dalam Negeri Malaysia ("LHDN"), also known as the Inland Revenue Board of Malaysia ("IRBM") regarding the implementation of e-Invoice, SMBC LBN is fully committed to complying with all e-Invoice requirements and guidelines issued by the LHDN.

Following the Interim Relaxation Period announcement by LHDN we wish to inform that SMBC LBN will issue consolidated e-invoices for all products and services provided from 1 August 2024 to 30 June 2025.

We are pleased to announce our transitioning to e-invoicing beginning 1st July 2025 onwards where customers who provide their information to SMBC LBN will have the option to receive validated e-Invoices.

To ensure a seamless processing of validated e-invoices, we request that you update your company's essential details maintained with us, including your Tax Identification Number (TIN), Sales & Services Tax (SST) number (if applicable), new format of Business Registration Number (BRN), and other mandatory information as per LHDN guideline.

If you would like to receive validated e-Invoices from SMBC LBN, please refer to below on registration details.

#### **(1) For corporate customer**

Please download the latest e-Invoice & Email Address Registration Form from <https://www.smbc.co.jp/asia/malaysia/forms/>

The completed form, wet-ink signed by your authorised signatories and affixed with the company stamp (if applicable), shall be sent by post to the address below or by fax/email if you have provided us with the "Indemnity For Authorisation To engage in Financial Transaction by telephone, fax or email Form" earlier:

By Post:

Attn: Loan Group Sumitomo Mitsui Banking Corporation, Labuan Branch Level 12 (B & C), Financial Park, Main Office Tower Jalan Merdeka, 87000, W. P. Labuan

By Fax: +(6087) 410-959

By Email: [operation\\_lbn@my.smbc.co.jp](mailto:operation_lbn@my.smbc.co.jp)

## **(2) Bank Entities**

Please share with us with the following information via **SWIFT messaging**:

- a) Business address
- b) Contact number
- c) Email address
- d) New Business Registration Number (BRN)
- e) Tax Identification Number (TIN)
- f) Sales & Service Tax (SST) Number
- g) Malaysia Standard Industrial Classification (MSIC) code

We highly appreciate your cooperation in providing us with the abovementioned information for us to have a smooth transition in our e-Invoice implementation.

If you require any further assistance or further clarification regarding e-Invoice, please refer to the Frequently Asked Questions (FAQs) or contact your dedicated relationship managers.

Thank you for your continuous support and cooperation.

This is a computer generated letter and requires no signature.