Objectives
To educate participants on:

- Managing and maintaining a GST-compliant accounting system
- Setting-up GST accounting system
- Input tax credits
- 23 GST tax codes
- Accounting for GST transaction
  - Sales/purchase invoices
  - Debit/credit notes
  - Bad debts and recoveries
  - Deemed supplies
- GST Return Form 03

SMC CORPORATE ADVISORY SDN BHD

CONTACT
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Full Day Workshop on GST-compliant accounting (Conducted in Mandarin)

Specially designed workshop to provide finance and accounts staff with hands-on knowledge and skills to manage and maintain a GST-compliant accounting system.

Date 13rd March 2015 (Friday)
Venue Mutiara Johor Bahru
Jalan Dato Sulaiman, Taman Century
80990 Johor Bahru, Malaysia

Workshop Programme:
08.30am  Registration
09.00am  1st session
         Input Tax Credit
         23 GST Tax Codes
12.30pm  Network buffet lunch
01.30pm  2nd session
         GST accounting transactions and requirements
05.00pm  Q&A
*Please submit your registration form before 10th March 2015 (Tuesday).

PARTICIPANTS’ DETAILS

Participant’s detail 1 (Dato’/Datin/Dr/Mr/Mrs/Ms):

Full name as per I/C  Designation  Contact No.  Email

_______________________  __________________  ____________  ______________

Participant’s detail 2 (Dato’/Datin/Dr/Mr/Mrs/Ms):

Full name as per I/C  Designation  Contact No.  Email

_______________________  __________________  ____________  ______________

Participant’s detail 3 (Dato’/Datin/Dr/Mr/Mrs/Ms):

Full name as per I/C  Designation  Contact No.  Email

_______________________  __________________  ____________  ______________

ORGANISATION’S DETAILS

Company name: ________________________________________________

Contact person: ___________________________  Mobile phone No. ______________________

Email: _____________  Tel. No.:_________________  Fax No._________________

☐  SAL Group Clients RM440 nett/pax  ☐  Non-SAL Group client RM550/pax

Signature and Company Stamp:

PAYMENT DETAILS

Payment by cheque:

Bank & Cheque No.______________________________  Amount RM:_______________

TERMS & CONDITIONS

PROGRAMME FEE
Fee is payable to:
SMC CORPORATE ADVISORY SDN BHD
Fee includes course materials, lunch and 1 tea break.
Admittance will only be permitted upon receipt of full payment.
Registration made by fax must be followed immediately by payment.

DATA PROTECTION
Personal Data is gathered in accordance with the Personal Data Protection Act 2010 (Act 709).

DISCLAIMER
SMC CORPORATE ADVISORY SDN BHD reserves the right to change the speaker(s), date(s) and to cancel the programme should circumstances beyond its control arise. And also reserves the right to make alternative arrangements without prior notice should it be necessary to do so. Upon signing the registration form, you are deemed to have read and accepted the terms and conditions.