

MALAYSIA MY SECOND HOME (MM2H) PROGRAMME
CHECKLIST FOR PERMISSION TO WORK PART TIME

For agent/applicant use only
Please tick (✓)

For official use
Please tick (✓)

<input type="checkbox"/>	1. Authorization Letter from the company (<i>designation in company</i>)	<input type="checkbox"/>
<input type="checkbox"/>	2. Cover Letter explaining company activities and job justification	<input type="checkbox"/>
<input type="checkbox"/>	3. Offer Letter from the company (<i>must mention duration of employment contract, duration of working hour and remuneration</i>)	<input type="checkbox"/>
<input type="checkbox"/>	4. Latest print out Companies Commission of Malaysia Form 9,24 &49	<input type="checkbox"/>
<input type="checkbox"/>	5. Business licence from local authority	<input type="checkbox"/>
<input type="checkbox"/>	6. Recommendation letter from related agency (which ever related) (i) Education - Ministry of Education (ii) Health - Ministry of health (iii) Manufacturing - Malaysia Industrial Development Authority (iv) Securities - Securities Commission (v) Banking,financial and insurance - Central Bank Malaysia	<input type="checkbox"/>
<input type="checkbox"/>	7. Advertisement in local newspaper/jobstreet for the intake of local citizen	<input type="checkbox"/>
<input type="checkbox"/>	8. Completed DP10 Form	<input type="checkbox"/>
<input type="checkbox"/>	9. Participant's resume	<input type="checkbox"/>
<input type="checkbox"/>	10. Certified copy of participant's passport	<input type="checkbox"/>
<input type="checkbox"/>	11. Personal income tax relief letter from Inland Revenue Board of Malaysia (LHDN) -Salary above RM10,000.00	<input type="checkbox"/>