

NO. DOKUMEN	PK.(O).MOTAC.MM2H.02 (L1) Pin.3
TARIKH KUATKUASA	24 Februari 2020
MUKA SURAT	1 daripada 3

MALAYSIA MY SECOND HOME (MM2H) PROGRAMME
CHECKLIST FOR DIRECT APPLICATION

For direct application only
Please tick (✓)

For official use
Please tick (✓)

- | | | |
|--------------------------|---|--------------------------|
| <input type="checkbox"/> | 1. Letter of Application (cover letter) <ul style="list-style-type: none"> ○ Include information on personal background, intention to join the MM2H Programme, and financial capabilities to support your stay in Malaysia. | <input type="checkbox"/> |
| <input type="checkbox"/> | 2. One (1) resume by the main applicant (and spouse respectively, if applicable) which includes the following information: <ul style="list-style-type: none"> ○ Academic qualification. ○ Working experience. ○ Skills or expertise acquired. | <input type="checkbox"/> |
| <input type="checkbox"/> | 3. One (1) MM2H Application Form (downloadable from MM2H website)
Note: 1. Form has to be completed individually (main applicant and all dependents) and must be <u>SIGN</u>.
2. Witness column may be filled by individual from country of origin. | <input type="checkbox"/> |
| <input type="checkbox"/> | 4. Three (3) IM.12 Form – Social Visit Pass <ul style="list-style-type: none"> ○ One (1) original form (downloadable from MM2H website); and ○ Two (2) photocopies. Note: Form has to be completed individually (main applicant and all dependents) and must be <u>SIGN</u>. | <input type="checkbox"/> |
| <input type="checkbox"/> | 5. Four (4) coloured passport sized photographs (3.5 x 5.0 cm) with <u>BLUE</u> background
Note: Passport sized photographs to be attached on the passport photo column on the MM2H Application Form and the three (3) IM.12 Form. | <input type="checkbox"/> |
| <input type="checkbox"/> | 6. Three (3) copies of Passport/ Travel documents <ul style="list-style-type: none"> ○ One (1) certified copy of passport particular page and ALL pages that contain entry/exit stamp; and ○ Two (2) photocopies of passport particular page. Note: Validity of passport MUST be a minimum of 12 months upon submission at the MM2H Centre. | <input type="checkbox"/> |
| <input type="checkbox"/> | 7. Original Letter of Good Conduct (LOGC) issued by the following authorities: <ul style="list-style-type: none"> ○ Police Department or Security Agencies from applicant’s country of origin or domicile country; or ○ Embassy or Consulate of the applicant’s country of origin in Malaysia or in other country. Note: Only main applicant is required to submit the LOGC. | <input type="checkbox"/> |
| <input type="checkbox"/> | 8. One (1) RB I Form (downloadable from MM2H website) – Self declaration of the applicant’s/dependents’ health conditions
Note: Form has to be completed individually (main applicant and all dependents). | <input type="checkbox"/> |
| <input type="checkbox"/> | 9. Certified copy of Marriage Certificate (if accompanied by spouse and children)/ Divorce Certificate (if accompanied by children) | <input type="checkbox"/> |

NO. DOKUMEN	PK.(O).MOTAC.MM2H.02 (L1) Pin.3
TARIKH KUATKUASA	24 Februari 2020
MUKA SURAT	2 daripada 3

For direct application only
Please tick (✓)

For official use
Please tick (✓)

10. Certified copy of Birth Certificate/ legal documents (if accompanied by children/ adopted children/ stepchildren/ parents)
- o Letter of Verification from Medical Specialist/ General Practitioner (if accompanied by children with disabilities of aged 21 years and above).
 - o Statutory Declaration by the main applicant to bear all expenses and financial requirements during stay in Malaysia for dependents.
 - o Legal custody documents (for sole custody) and letter of authorization from other parent (for divorced parents accompanied by children).
11. Original or Certified copies of Employment/Pension Verification Letter (primary source), latest three (3) months pay slips/pension slip and latest three (3) months Bank Statement showing credit of income equivalent to at least RM10,000
- o In case of insufficient primary source of income, applicant can support themselves with rental, dividend from investment and et cetera (secondary source).
 - o If using rental, applicant must submit original or certified copy(s) of latest rental contract that stated period and amount of rental.
 - o If using dividend, applicant must submit original or certified copy(s) of latest of three (3) months Bank Statement (or related statement) showing the credit of dividend into the applicant's bank account(s).
- Note: If the applicant is unable to meet the RM10,000 off-shore income, he/she may submit income from spouse to support the application. However, the applicant's income should exceed the spouse with a ratio of 7:3.**
12. Original or Certified copy(s) of latest of three (3) months Bank Statement showing a minimum liquid asset worth of RM350,000 for age 50 and above or a minimum liquid asset worth of RM500,000
- o Primary sources are Saving Account and Fixed Deposit Account
 - o Secondary sources are Share, Investment, Insurance plus investment (must have "surrender value")
 - o Applicant is **NOT ALLOWED** to submit only secondary liquid asset(s) without any primary liquid asset(s)
- Note: The amount required MUST be reflected on the latest of three (3) months statement.**
13. Financial Status or Account Verification and Job And Salary Verification Authorization Letter (downloadable from MM2H website) - to verify the financial documents as well as job and salary with the relevant parties. Institutions.
- Note: The main applicant is required to SIGN on the ORIGINAL form only.**

NO. DOKUMEN	PK.(O).MOTAC.MM2H.02 (L1) Pin.3
TARIKH KUATKUASA	24 Februari 2020
MUKA SURAT	3 daripada 3

IMPORTANT NOTES:

1. DEPENDENTS

- Spouse.
- Children aged below 21 years (maximum 1 year before reaching 21 years old at time of application) and unmarried.
- Parent(s)/ Parent(s)-in-law of main applicant.

2. CERTIFIED TRUE COPY

- Photocopies of documents must be **Certified True Copies of Original Documents** by the **Embassy/ High Commission/ Notary Public/ Government Official/ Solicitor/ Advocate/ Auditor from Country of Origin/ Malaysia**.
- Commissioner for Oath is **NOT ALLOWED** to Certified True Copy of Original Documents.

3. TRANSLATION

- Where original documents are not in **ENGLISH**, translation can be done by a qualified translator from origin country and certified. However, **if the translation is to be perform in Malaysia, only the following institutions are allowed to translate and certified the documents:**
 - (i) Malaysian Institute of Translation & Books (ITBM); or
 - (ii) Malaysian Translators Association (MTA).

4. VERIFICATION OF BANK STATEMENT

- All bank statements i.e original or e-statement must be verified by the following procedures:
 - (i) Official stamp by the bank; or
 - (ii) Verification by the Bank Officer; or
 - (iii) Account Confirmation Letter from the bank concerned.
- If applicant submits copy of bank statements that have been verified as above, it must be **Certified True Copies of Original Documents** by the **Embassy/ High Commission/ Notary Public/ Government Official/ Solicitor/ Advocate/ Auditor from Country of Origin/ Malaysia**.

5. LETTER OF GOOD CONDUCT FROM CHINA

- Original LOGC issued by the Police Department or Security Agencies in China must be translated by the Notary Public in China.
- Original LOGC translated by Notary Public in China must be certified by the following agencies:
 - (i) Ministry of Foreign Affairs of China;
 - (ii) Embassy or Consulate of Malaysia in China; and
 - (iii) Ministry of Foreign Affairs, Malaysia (Consular Division, Wisma Putra, Putrajaya)

6. Application to include parent(s)/parent(s)-in-law as dependents can only be submitted **AFTER** the main applicant's application has been approved.

7. **All sections in the application form or required form MUST be filled out by the applicant and signed where necessary, as any incomplete documents/ false information will result in the application being rejected.**

8. All documents enclosed with the present application become the property of the MM2H Centre and will not be returned.

For APPROVED Participants:

1. Security bond is to be submitted for the **main applicant** only.
2. The Security Bond Form must be stamped (RM10.00) by the Stamping Office in Inland Revenue Board of Malaysia.
3. The Security Bond is payable in the form of Cash or Bank Draft to the KETUA PENGARAH IMIGRESEN MALAYSIA.
4. The Security Bond Fee can be withdrawn if the participant/ dependent decides to exit from the MM2H Programme.
5. The amount chargeable is according to Country of Origin of the participant. Please refer to Rate of Security Bond by Country.