



2.3 TUNTUTAN OLEH WARIS (EMPUNYA TELAH MENINGGAL DUNIA)

- Borang SPS2 (lengkap diisi dan ditandatangani)
Borang UMA 7 (lengkap diisi dan ditandatangani)
Salinan Kad Pengenalan atau Passport
Salinan muka hadapan buku Akaun Bank atau Penyata Bank yang aktif (akaun simpanan atau akaun semasa) yang tertera nama dan nombor akaun pemohon [i]
Sijil Saham asal jika Pemunya Berdaftar (RO) & Pemunya Benefisial (BO) orang yang sama

ATAU

Sijil Saham asal dan Borang 32A

- LENGKAP beserta cop rasmi syarikat (common seal) (bagi RO dan BO yang berbeza)
Borang 32A ditandatangani oleh nama yang berdaftar atas sijil atau yang diberi kuasa dihadapan saksi yang layak

ATAU

- Laporan polis mengandungi Surat/maklumat penjualan/pembelian atau pertukaran pemilikan saham seperti nama pemilik asal, nama pemilik baru, tarikh penukaran, nama pemilik asal, pemilik baru, nama kaunter saham, nombor sijil saham beserta jumlah unit terlibat, cara pemilikan sijil saham (jualan, waris dan sebagainya)
Borang Bon Tanggung Rugi (UMA-8S)"Pin 1/2016" yang lengkap diisi dan dimatikan dengan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

Jumlah tuntutan [ii] bawah RM2,000.00

- Salinan dokumen yang menunjukkan hubungan pertalian seperti Sijil Kelahiran / Sijil Nikah yang disahkan
Salinan Sijil Kematian pemunya
Borang Bon Tanggung Rugi (UMA-8S)"Pin 1/2016" yang lengkap diisi dan dimatikan dengan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

Jumlah tuntutan [ii] melebihi RM2,000.01

Surat kuasa mentadbir harta pusaka asal (contoh: Probet / Surat Pusaka kecil / arahan mahkamah [iii] / surat faraid / surat kuasa dari Amanah Raya Berhad). Sekiranya dokumen adalah salinan, pengesahan diperlukan daripada pihak yang mengeluarkan dokumen tersebut lengkap dengan tandatangan, nama dan jawatan pegawai tersebut.

SENARAI:

Jumlah tuntutan [ii] bawah RM 10,000.00

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
Laporan polis yang asal atas kehilangan sijil / salinan yang telah diakui sah
Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016" yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

Jumlah tuntutan [ii] melebihi RM 10,000.01

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
Salinan iklan di surat khabar berkaitan kehilangan sijil. (Bayaran akan dibuat jika dalam tempoh 14 hari dari tarikh iklan, tiada tuntutan tebusan / bantahan dibuat oleh mana-mana pihak)
Laporan polis yang asal atas kehilangan sijil / salinan yang telah diakui sah
Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016" yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

NOTA

[i] Bayaran akan dikreditkan ke akaun aktif pemohon (EFT), Bayaran melalui bank deraf/Telegraphic Transfer (TT) bagi pemohon Luar Negara (Perlu isi BORANG PERMOHONAN BAYARAN MELALUI BANK DERAF/TT)

[ii] Jumlah Tuntutan adalah Hasil Jualan + Dividen

[iii] Arahan Mahkamah (Court Order) daripada mahkamah Luar Negara perlu didaftarkan di Mahkamah Tinggi Malaysia

3.0 MAKLUMAT PENTING BERKENAAN PERMOHONAN BAYARAN BALIK SEKURITI TAK DITUNTUT (STD).

3.1 Garis panduan ini bertujuan membantu pemohon dalam menyediakan dokumen yang diperlukan bagi sesuatu permohonan. Bagi mana-mana kenyataan yang tidak dinyatakan di dalam garis panduan ini, Pendaftar berhak menentukan dokumen yang dikemukakan oleh pemohon.

3.2 Pendaftar WTD mempunyai kuasa mutlak dan berhak meminta apa-apa dokumen tambahan selain daripada dokumen yang telah disertakan oleh pemohon bagi tujuan pengesahan keempunyaan.

3.3 Untuk memastikan bayaran berjaya dikreditkan ke dalam akaun pemohon, sila pastikan salinan buku akaun/penyata bank yang diberikan kepada Pendaftar adalah merupakan akaun yang aktif dan bukan dormant.

3.4 Bagi kes peralihan Pentadbir Harta Pusaka, hanya Pentadbir Harta Pusaka sahaja yang boleh menuntut bagi pihak semua waris.

3.5 Surat Pengesahan yang dikeluarkan oleh Pendaftar Saham perlu menggunakan kepala surat rasmi syarikat yang membuat serahan dilengkapi dengan tandatangan, nama dan jawatan pegawai seperti format yang ditetapkan.

3.6 Pendaftar berhak mengemaskini garis panduan ini dari semasa ke semasa.

GARIS PANDUAN PERMOHONAN BAYARAN BALIK HASIL JUALAN /DIVIDEN/FAEDAH SEKURITI TAK DITUNTUT (STD)



IMBAS KOD QR

Pendaftar Wang Tak Dituntut
Jabatan Akauntan Negara Malaysia
Bahagian Pengurusan Wang Tak Dituntut
Aras 1, Blok Utara, Perbendaharaan 2
Kompleks Kementerian Keuangan
No. 7, Persiaran Perdana
Presint 2, 62594 Putrajaya
(u.p : Unit Sekuriti Tak Dituntut)

Laman web: www.anm.gov.my
Alamat emel : sekuriti.bwtd@anm.gov.my
Telefon : 03-8000 8780/ 8781 / 8682 / 8681

Excellent Accounting @ Your Service



1.0 MAKLUMAT UMUM SEKURITI TAK DITUNTUT

1.1 Pendaftar Wang Tak Dituntut (WTD) boleh membuat bayaran balik Sekuriti Tak Dituntut (STD) kepada empunya yang berhak sebagaimana yang diperuntukkan di bawah Seksyen 13, Akta WTD 1965:

"Apabila Pendaftar WTD berpuas hati bahawa penuntut adalah empunya yang sah, Pendaftar WTD akan membayar kepada penuntut STD dari Akaun Amanah atau Akaun Hasil (Jika wang tersebut telah dipindahkan ke Akaun Hasil)."

1.2 Semakan STD boleh dilakukan di reruai Bahagian Wang Tak Dituntut atau di kaunter Pejabat Pendaftar WTD atau Pejabat Negeri dan Cawangan Jabatan Akauntan Negara Malaysia ataupun dengan menghantar emel permohonan semakan di sekuriti.bwtd@anm.gov.my

1.3 Pendaftar WTD tidak pernah melantik mana-mana individu/firma/syarikat sebagai orang tengah atau ejen untuk urusan tuntutan STD

1.4 Untuk sebarang keterangan lanjut, sila layari laman sesawang <https://www.ewtd.gov.my>

2.0 SENARAI SEMAK DOKUMEN PERMOHONAN TUNTUTAN SEKURITI TAK DITUNTUT (STD).

2.1 TUNTUTAN OLEH INDIVIDU

- **Borang SPS2** (lengkap diisi dan ditandatangani)
- **Borang UMA 7** (lengkap diisi dan ditandatangani)
- Salinan **Kad Pengenalan** atau **Passport**
- Salinan muka hadapan **buku Akaun Bank** atau **Penyata Bank yang aktif** (akaun simpanan atau akaun semasa) yang tertera nama dan nombor akaun pemohon [i]
- **Sijil Saham asal jika Pemunya Berdaftar (RO) & Pemunya Benefisial (BO) orang yang sama**

ATAU

Sijil Saham asal dan Borang 32A

- LENGKAP beserta cop rasmi syarikat (common seal) (bagi **RO dan BO yang berbeza**)
- **Borang 32A** ditandatangani oleh nama yang berdaftar atas sijil atau yang diberi kuasa dihadapan saksi yang layak

ATAU

- **Laporan polis** mengandungi Surat/maklumat penjualan/pembelian atau pertukaran pemilikan saham seperti nama pemilik asal, nama pemilik baru, tarikh penukaran, nama pemilik asal, pemilik baru, nama kaunter saham, nombor sijil saham beserta jumlah unit terlibat, cara pemilikan sijil saham (jualan, waris dan sebagainya)
- **Borang Bon Tanggung Rugi (UMA-8S)"Pin 1/2016"** yang lengkap diisi dan dimatikan dengan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

**** Sekiranya sijil asal hilang, Sila rujuk Senarai**

SENARAI:

Jumlah tuntutan [ii] bawah RM 10,000.00

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
- **Laporan polis** yang asal atas kehilangan sijil / salinan yang telah diakui sah
- **Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016"** yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

Jumlah tuntutan [ii] melebihi RM 10,000.01

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
- **Salinan iklan di surat khabar** berkaitan kehilangan sijil. (Bayaran akan dibuat jika dalam tempoh 14 hari dari tarikh iklan, tiada tuntutan tebusan / bantahan dibuat oleh mana-mana pihak)
- **Laporan polis** yang asal atas kehilangan sijil / salinan yang telah diakui sah
- **Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016"** yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

NOTA:

- [i] Bayaran akan dikreditkan ke akaun aktif pemohon (EFT) Bayaran melalui bank deraf/Telegraphic Transfer (TT) bagi pemohon Luar negara (Perlu isi **BORANG PERMOHONAN BAYARAN MELALUI BANK DERAFF/TT**)
- [ii] Jumlah Tuntutan adalah Hasil Jualan + Dividen

2.2 TUNTUTAN OLEH SYARIKAT

- **Borang SPS2** (lengkap diisi dan ditandatangani oleh Ahli Lembaga Pengarah beserta cop syarikat)
- **Borang UMA 7** (lengkap diisi dan ditandatangani oleh Ahli Lembaga Pengarah beserta cop syarikat)
- Salinan **Sijil Penubuhan Syarikat (Borang 9 atau 13)**
- Salinan **Penyata Bank** yang aktif (akaun semasa) yang tertera nama dan nombor akaun syarikat / firma / perniagaan tunggal / pertubuhan [i]
- **Sijil Saham asal jika Pemunya Berdaftar (RO) & Pemunya Benefisial (BO) orang yang sama**

ATAU

Sijil Saham asal dan Borang 32A

- LENGKAP beserta cop rasmi syarikat (common seal) (bagi **RO dan BO yang berbeza**)
- **Borang 32A** ditandatangani oleh nama yang berdaftar atas sijil atau yang diberi kuasa dihadapan saksi yang layak

ATAU

- **Laporan polis** mengandungi Surat/maklumat penjualan/pembelian atau pertukaran pemilikan saham seperti nama pemilik asal, nama pemilik baru, tarikh penukaran, nama pemilik asal, pemilik baru, nama kaunter saham, nombor sijil saham beserta jumlah unit terlibat, cara pemilikan sijil saham (jualan, waris dan sebagainya)
- **Borang Bon Tanggung Rugi (UMA-8S)"Pin 1/2016"** yang lengkap diisi dan dimatikan dengan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.
- **Resolusi Lembaga Pengarah** yang membenarkan untuk menandatangani Borang 32A diatas.
- Sekiranya **syarikat telah dibubarkan atau didapati tidak aktif, syarikat perlu diaktifkan semula di Suruhanjaya Syarikat Malaysia (SSM)** melalui perintah mahkamah selaras Seksyen 555 dan Seksyen 557 Akta Syarikat 2016 dan bayaran akan dibuat ke atas akaun syarikat.

**** Sekiranya sijil asal hilang, Sila rujuk Senarai**

SENARAI:

Jumlah tuntutan [ii] bawah RM 10,000.00

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
- **Laporan polis** yang asal atas kehilangan sijil / salinan yang telah diakui sah
- **Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016"** yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

Jumlah tuntutan [ii] melebihi RM 10,000.01

- Surat Pengesahan asal dari Pendaftar Saham yang dialamatkan kepada Pendaftar Wang Tak Dituntut
- **Salinan iklan di surat khabar** berkaitan kehilangan sijil. (Bayaran akan dibuat jika dalam tempoh 14 hari dari tarikh iklan, tiada tuntutan tebusan / bantahan dibuat oleh mana-mana pihak).

Jumlah tuntutan [ii] melebihi RM 10,000.01 (samb.)

- **Laporan polis** yang asal atas kehilangan sijil / salinan yang telah diakui sah
- **Borang Bon Tanggung Rugi (UMA-8S) "Pin 1/2016"** yang lengkap diisi dan dimatikan setem hasil RM10.00 oleh LHDN bagi setiap butiran WTD. Permohonan dari luar negara, Borang Bon Tanggung Rugi ini tidak perlu dimatikan setem hasil, ianya hanya memerlukan tandatangan oleh Notari Awam.

NOTA:

- [i] Bayaran akan dikreditkan ke akaun aktif pemohon (EFT) Bayaran melalui bank deraf/Telegraphic Transfer (TT) bagi pemohon Luar negara (Perlu isi **BORANG PERMOHONAN BAYARAN MELALUI BANK DERAFF/TT**)
- [ii] Jumlah Tuntutan adalah Hasil Jualan + Dividen



2.3 APPLICATION IF REPRESENTING A DECEASED PERSON

- A completed Form SPS2
- A completed Form UMA 7
- A copy of IC or Passport
- Copy of the front page of an active Bank Account book or **Bank Statement** (savings account or current account) showing the applicant's name and account number [i]
- **Original Share Certificate if Registered Owner (RO) & Beneficial Owner (BO) are the same person**

OR

Original Scrip and Form 32A

- duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness (for **different RO & BO**).
- **Form 32A** duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness

OR

- **The police report** contains letters/information on the sale/purchase or change of ownership of shares such as the name of the original owner, the name of the new owner, the date of conversion, the name of the original owner, the new owner, the name of the share counter, the share certificate number along with the number of units involved, the method of ownership of the share certificate (sale, heir, etc.)
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with a revenue stamp of RM10.00 by the LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with a revenue stamp, it only requires a signature by a Notary Public.

For the claim amount [ii] is below RM2,000.00

- A certified copy of documents showing relationship such as **Birth Certificate / Marriage Certificate**
- Copy of the owner's **Death Certificate**
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with a revenue stamp of RM10.00 by the LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with a revenue stamp, it only requires a signature by a Notary Public.

Total claim [ii] exceeds RM2,000.01

Original power of attorney to administer the estate (example: Probate / Small Estate Letter / Court Order [iii] / Faraid Letter / Power of Attorney from Amanah Raya Berhad). If the document is a copy, verification is required from the party that issued the document complete with the signature, name and position of the officer.

LIST:

The claim amount [ii] is below RM 10,000.00

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

Total claim [ii] exceeds RM 10,000.01

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- Copy of **newspaper advertisement** regarding lost certificate. (Payment will be made if within 14 days from the date of advertisement, no ransom demand / objection is made by any party)
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

NOTES:

[i] Payment will be credited to the applicant's active account (EFT), Payment via bank draft/Telegraphic Transfer (TT) for overseas applicants. (Required to fill out the **BANK DRAFT/TT PAYMENT APPLICATION FORM**)

[ii] The total claim is the sales proceeds + dividends.

[iii] Court Orders from foreign courts must be registered at the High Court of Malaysia.

3.0 IMPORTANT INFORMATION REGARDING PAYMENT APPLICATIONS FOR UNCLAIMED SECURITIES (STD)

3.1 These guidelines are intended to assist applicants in preparing the documents required for an application. For any statement not specified in these guidelines, the Registrar reserves the right to determine the documents submitted by the applicant.

3.2 The Registrar of WTD has absolute authority and reserves the right to request any additional documents other than the documents attached by the applicant for the purpose of verifying ownership.

3.3 To ensure that the payment is successfully credited to the applicant's account, please ensure that the copy of the account book/bank statement provided to the Registrar is an active account and not a dormant one.

3.4 In the case of the appointment of an Estate Administrator, only the Estate Administrator can claim on behalf of all heirs.

3.5 The Confirmation Letter issued by the Registrar of Shares must use the official letterhead of the company making the submission, complete with the signature, name and position of the officer as per the prescribed format.

3.6 The Registrar reserves the right to update these guidelines from time to time.



**APPLICATION
GUIDELINES
FOR REFUND OF
UNCLAIMED SECURITIES
SALE PROCEEDS /
DIVIDENDS /
INTEREST
(STD)**



QR CODE SCAN

Pendaftar Wang Tak Dituntut
Jabatan Akauntan Negara Malaysia
Bahagian Pengurusan Wang Tak Dituntut
Aras 1, Blok Utara, Perbendaharaan 2
Kompleks Kementerian Kewangan
No. 7, Persiaran Perdana
Presint 2, **62594 Putrajaya**
(u.p : Unit Sekuriti Tak Dituntut)

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Alamat emel : sekuriti.bwtd@anm.gov.my
Telefon : 03-8000 8780/ 8781 / 8682 / 8681

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ACCOUNTANT GENERAL'S
DEPARTMENT OF MALAYSIA
UNCLAIMED SECURITIES

1.0 GENERAL INFORMATION ON UNCLAIMED SECURITIES

1.1 The Registrar of Unclaimed Money (WTD) may make a refund of Unclaimed Securities (STD) to the rightful owner as provided under Section 13, WTD Act 1965:

"When the WTD Registrar is satisfied that the claimant is the rightful owner, the WTD Registrar will pay the STD claimant from the Trust Account or Revenue Account (if the money has been transferred to the Revenue Account)."

1.2 STD checks can be done at the Unclaimed Money Division booth or at the WTD Registrar's Office counter or State Offices and Branches of the Accountant General of Malaysia Department or by sending an email for a check request at sekuriti.bwtd@anm.gov.my

1.3 The WTD Registrar has never appointed any individual/firm/company as an intermediary or agent for STD claim matters.

1.4 For any further information, please visit the website <https://www.ewtd.gov.my>

2.0 UNCLAIMED SECURITIES (STD) CLAIM APPLICATION DOCUMENT CHECKLIST

2.1 APPLICATION BY INDIVIDUAL

- **A completed Form SPS2**
- **A completed Form UMA 7**
- **A copy of IC or Passport**
- A copy of the front page of Bank Statement of the active bearing his name and account number **[i]**
- **Original Share Scrip** (if Registered Owner (RO) & Beneficiary Owner (BO) is the **same person**).

OR

Original Scrip and Form 32A

- duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness (for **different RO & BO**).
- **Form 32A** duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness

OR

- **The police report** contains letters/information on the sale/purchase or change of ownership of shares such as the name of the original owner, the name of the new owner, the date of conversion, the name of the original owner, the new owner, the name of the share counter, the share certificate number along with the number of units involved, the method of ownership of the share certificate (sale, heir, etc.)
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with a revenue stamp of RM10.00 by the LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with a revenue stamp, it only requires a signature by a Notary Public.

**** If the original certificate is lost, please refer to the List**

LIST:

The claim amount [ii] is below RM 10,000.00

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

Total claim [ii] exceeds RM 10,000.01

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- Copy of **newspaper advertisement** regarding lost certificate. (Payment will be made if within 14 days from the date of advertisement, no ransom demand / objection is made by any party)
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

NOTES:

- [i]** Payment will be credited to the applicant's active account (**EFT**) Payment via bank draft/Telegraphic Transfer (**TT**) for overseas applicants (Required to fill out the **BANK DRAFT/TT PAYMENT APPLICATION FORM**)
- [ii]** The total claim is the sales proceeds + dividends.

2.2 APPLICATION BY COMPANY

- **Form SPS2** (completely filled in and signed by the Board of Directors with company stamp)
- **UMA Form 7** (completely filled in and signed by the Board of Directors along with the company stamp)
- Copy of **Company Certificate of Incorporation (Form 9 or 13)**
- Copy of active **Bank Statement** (current account) showing the name and account number of the company/firm/sole proprietorship/organization **[i]**
- **Original Share Certificate** if **Registered Owner (RO) & Beneficial Owner (BO) are the same person**

OR

Original Scrip and Form 32A

- duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness (for **different RO & BO**).
- **Form 32A** duly signed and stamping (issuer company common seal) or by the person granted for the scrip in the presence of an eligible witness

OR

- **The police report** contains letters/information on the sale/purchase or change of ownership of shares such as the name of the original owner, the name of the new owner, the date of conversion, the name of the original owner, the new owner, the name of the share counter, the share certificate number along with the number of units involved, the method of ownership of the share certificate (sale, heir, etc.)
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with a revenue stamp of RM10.00 by the LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with a revenue stamp, it only requires a signature by a Notary Public.
- **Board of Directors Resolution** authorizing the signing of Form 32A above.
- If the company has been dissolved or found to be inactive, the company must be reactivated at the Companies Commission of Malaysia (SSM) through a court order in accordance with Section 555 and Section 557 of the Companies Act 2016 and payment will be made to the company's account.

**** If the original certificate is lost, please refer to the List**

LIST:

The claim amount [ii] is below RM 10,000.00

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

Total claim [ii] exceeds RM 10,000.01

- Original Confirmation Letter from the Registrar of Shares addressed to the Registrar of Unclaimed Money
- Copy of **newspaper advertisement** regarding lost certificate. (Payment will be made if within 14 days from the date of advertisement, no ransom demand / objection is made by any party)
- **Original police report** for the loss of a certified copy of the certificate/copy
- **Indemnity Bond Form (UMA-8S) "Pin 1/2016"** which is completely filled out and stamped with RM10.00 revenue stamp by LHDN for each WTD item. For applications from abroad, this Indemnity Bond Form does not need to be stamped with revenue stamp, it only requires a signature by a Notary Public.

NOTES:

- [i]** Payment will be credited to the applicant's active account (**EFT**), Payment via bank draft/Telegraphic Transfer (**TT**) for overseas, applicants (Required to fill out the **BANK DRAFT/TT PAYMENT APPLICATION FORM**)
- [ii]** The total claim is the sales proceeds + dividends.