



CHARTERED TAX INSTITUTE OF MALAYSIA

e-CTIM TECH-DT 2/2015

e-CIRCULAR TO MEMBERS

CHARTERED TAX INSTITUTE OF MALAYSIA (225750-T)

5 January 2015

TO ALL MEMBERS

TECHNICAL

Direct Taxation

[Engagement with Inland Revenue Board \(IRB\) -- List of Authorised Signatories](#)

Further to our [e-CTIM TECH-DT 86/2014](#), the IRB has issued a letter dated 31 December 2014 and set out the following:

- The standard format of the authorization letter to be presented by the staff/officers of tax agent firm/company when dealing with the IRB Officers
- Tax agent firm/company are required to send a list of officers/staff authorised to sign the correspondence with IRB on behalf of the client to the Revenue. The list together with the specimen signature should be sent to

Pengarah,
Bahagian Pengurusan Pelanggan
Jabatan Operasi Cukai
Pintu A Kiri, Aras 14
Menara Hasil
Persiaran Rimba Permai
63000 Cyberjaya
Selangor

- The deadline for submission of the list of authorised signatories to the IRB is **31 January 2015**.

Members may view the [IRB letter](#) at the website of the Institute.

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