

1 August 2024

CIRCULAR NO. DCAM/2024/08/008

Submission of Tax Identification Number (TIN) for Corporate Clients

Dear Valued Business Partners and Clients,

Great Eastern General Insurance (Malaysia) Berhad (GEGM) is implementing e-invoicing in line with the Inland Revenue Board Malaysia (IRBM)'s e-Invoice initiative.

To facilitate this, we seek the assistance of all our corporate clients to provide their company's Tax Identification Number (TIN) for issuance of e-invoices in relation to transactions (e.g. policy issuance, renewal, claims, endorsement, etc...) with GEGM.

Corporate clients can submit their Tax Identification Number (TIN) by following these steps:

- 1. Access GEGM Corporate Website:** Visit [General Insurance in Malaysia | Great Eastern MY \(greateasterngeneral.com\)](https://www.greateasterngeneral.com)
- 2. Find the e-form:** [Update Tax Identification Number](#)
- 3. Update your information:** Complete the form with the required information
- 4. Submit the e-form:** Ensure that all information is correct and click "SUBMIT"

The e-form will be made available until **31 December 2024** to enable our corporate clients to submit their TIN to GEGM.

Do note that failure to provide mandatory TIN number for issuance of e-Invoice may result in a fine of not less than **RM200** and not more than **RM20,000** or **imprisonment** not exceeding **6 months or both**, for each non-compliance under **Section 120(1)(d) of the Income Tax Act 1967**.

Corporate clients who require further assistance may reach out to GEGM's Customer Service team by calling 1300-1300 88 or emailing GICare-MY@greateasterngeneral.com. Alternatively, clients may also contact their servicing GEGM agent or business partner for assistance.

Thank you.

Best regards,

**DISTRIBUTION CHANNEL ADMINISTRATIVE MANAGEMENT
GREAT EASTERN GENERAL INSURANCE (MALAYSIA) BERHAD**

This letter is computer-generated; no signature is required.