# SQL E-INVOICE

# MYINVOIS ONBOARDING

- SQL ERP VERSION 853
- E-INVOICE MODULE ADD-ON / SANDBOX TESTING



### MANDATORY FIELDS

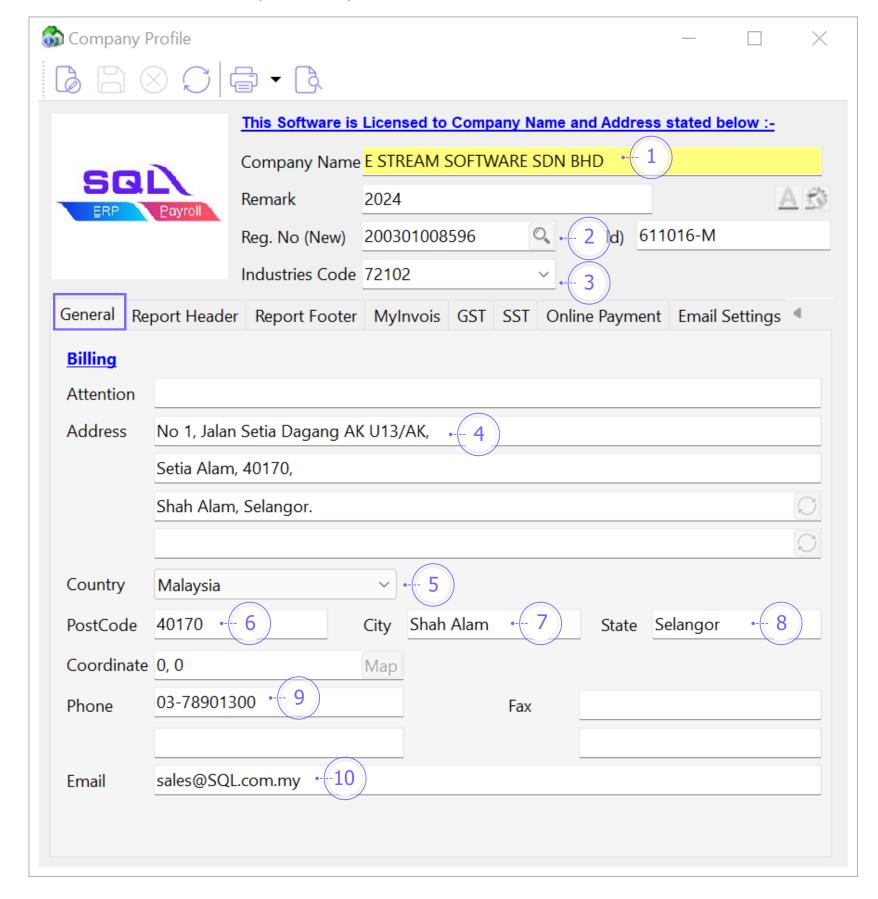
- Company Profile
- Maintain Customer
- Maintain Stock Item



### COMPANY PROFILE

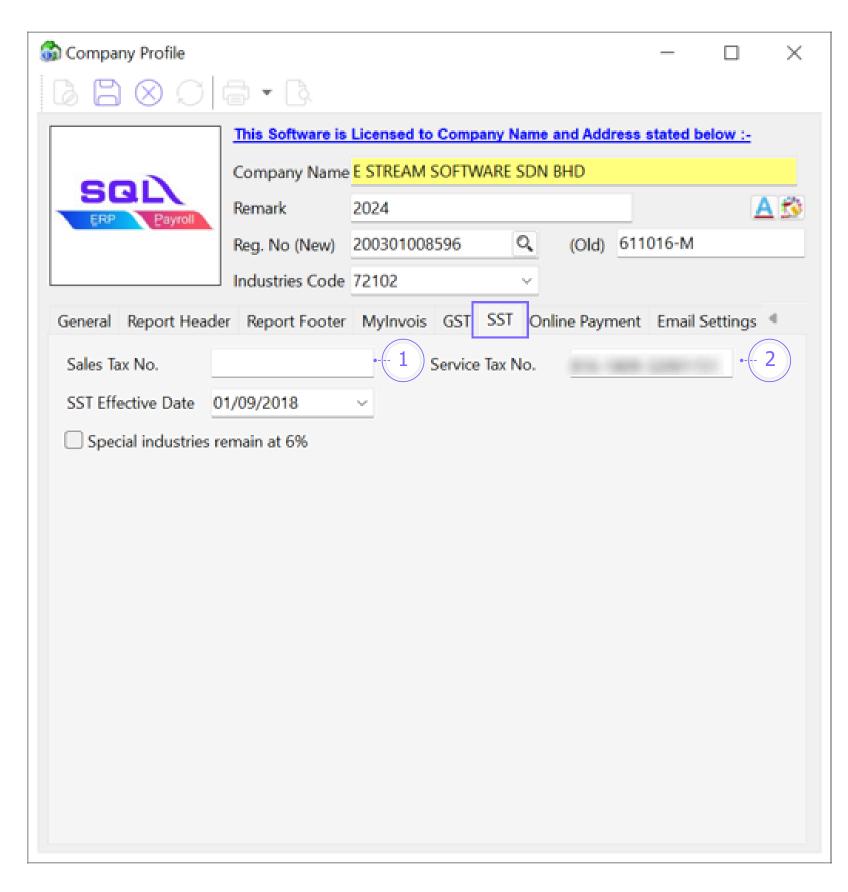


### File | Company Profile



	SQL	LHDN
1	Company Name	Supplier's Name
2	Reg. No (New)	Supplier's BRN
3	Industries Code	Supplier's MSIC & Supplier's Business Activity
4	Address 1.2.3.4	Supplier's Address
5	Country	Supplier's Country
6, 7, 8	Postcode, City, State	Supplier's Postcode, City, State
9	Phone	Supplier's Contact No.
10	Email (Optional)	Supplier's Email

# COMPANY PROFILE SST



	SQL	LHDN
1 & 2	Sales Tax Number / Service Tax Number	Supplier SST Registration No.



# ADD INTERMEDIARY



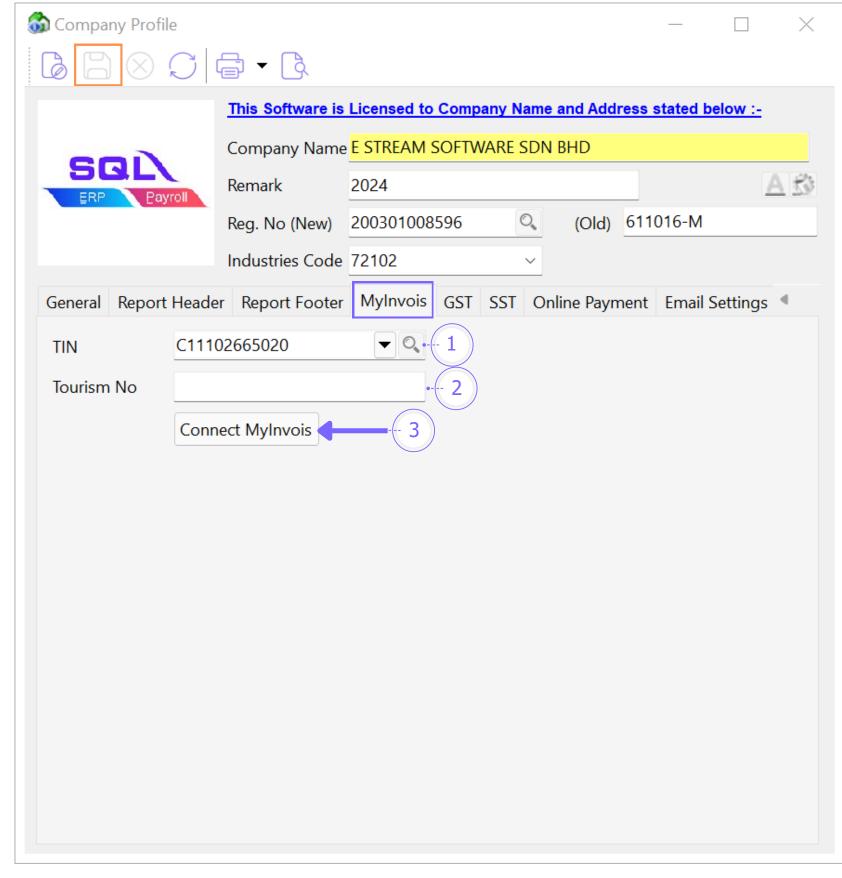


	SQL
Understanding the Differences Pre-Production (Sandbox) vs. Production (Actual):	https://www.facebook.com/share/r/PjzQozCj4p16SdMr/
First-Time <b>Pre-Production (Sandbox)</b> Registration Steps	Step 1 : https://www.facebook.com/share/r/vNk5ZLzi2UKfQou2/ Step 2 : https://www.facebook.com/share/r/5jkp2m3oH9xFvYJq/
First-Time <b>Production (Actual)</b> Registration Steps	https://www.sql.com.my/how-to-register-e-invoice/#register-portal
Note:	Once done the above registration, the following page will guide you through linking SQL Account to either the pre-production (sandbox) testing environment or  MyInvois (actual) production API

#### Great news!

In the **Pre-Production Testing Environment**, you can fully set up and test the submission of e-invoices, consolidated e-invoices, self-billed, and consolidated self-billed invoices using your actual transactions. During this test run, you can enjoy unlimited transactions, seamlessly synced to the LHDN Pre-Production server—**all for free!** 

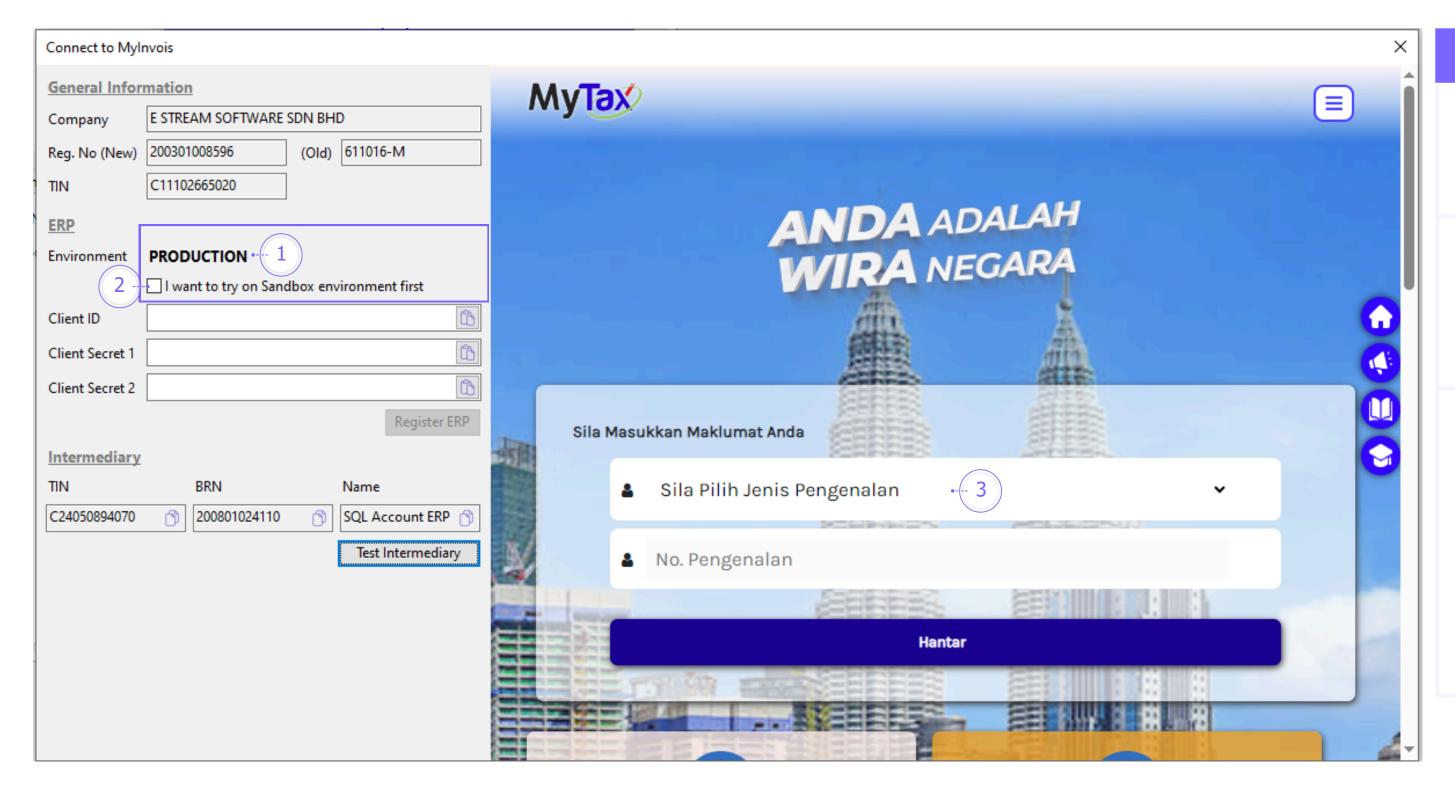
# COMPANY PROFILE MyInvois



	SQL	LHDN
1	TIN	Supplier TIN
2	Tourism No	Supplier Tourism No
3	Connect MyInvois  *Click 'Save' to enable the 'Connect MyInvois' button, then click on it.	

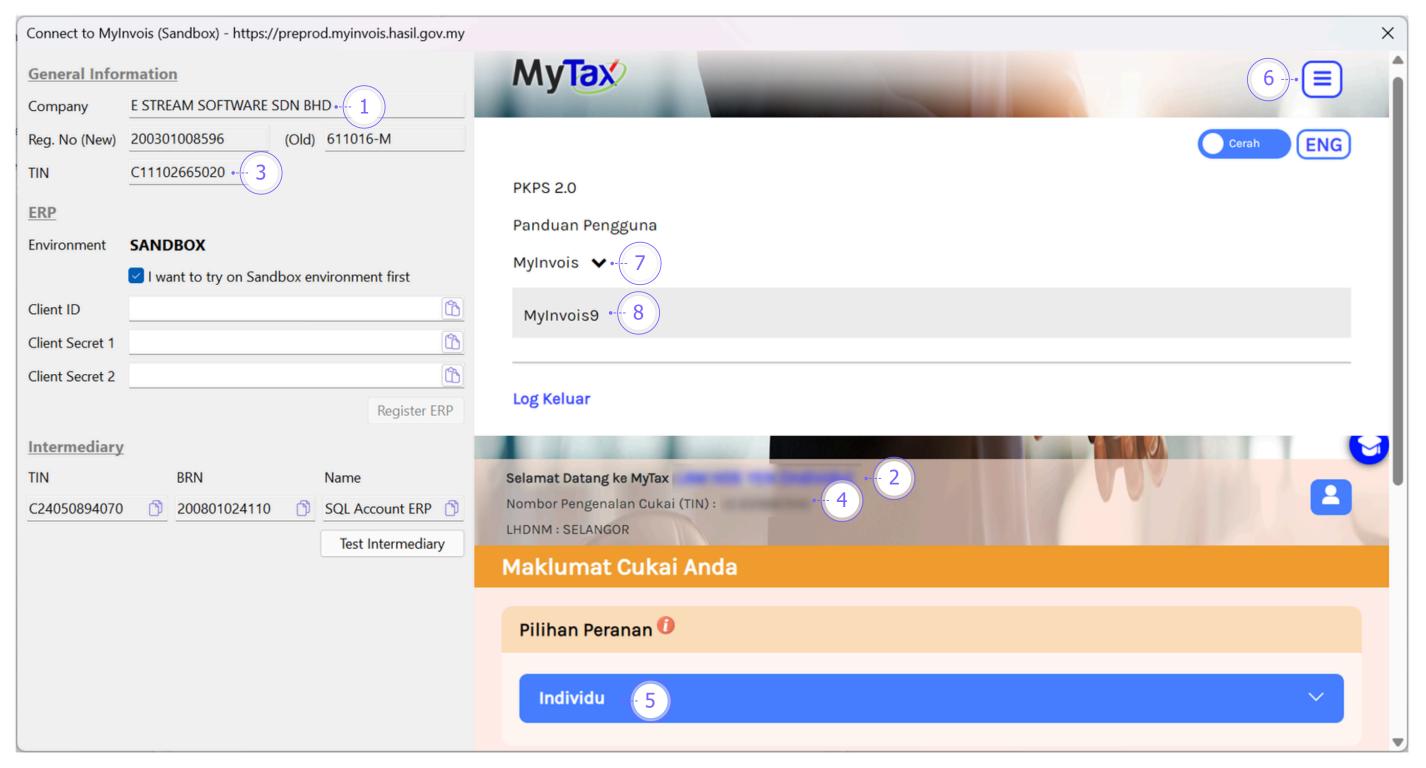




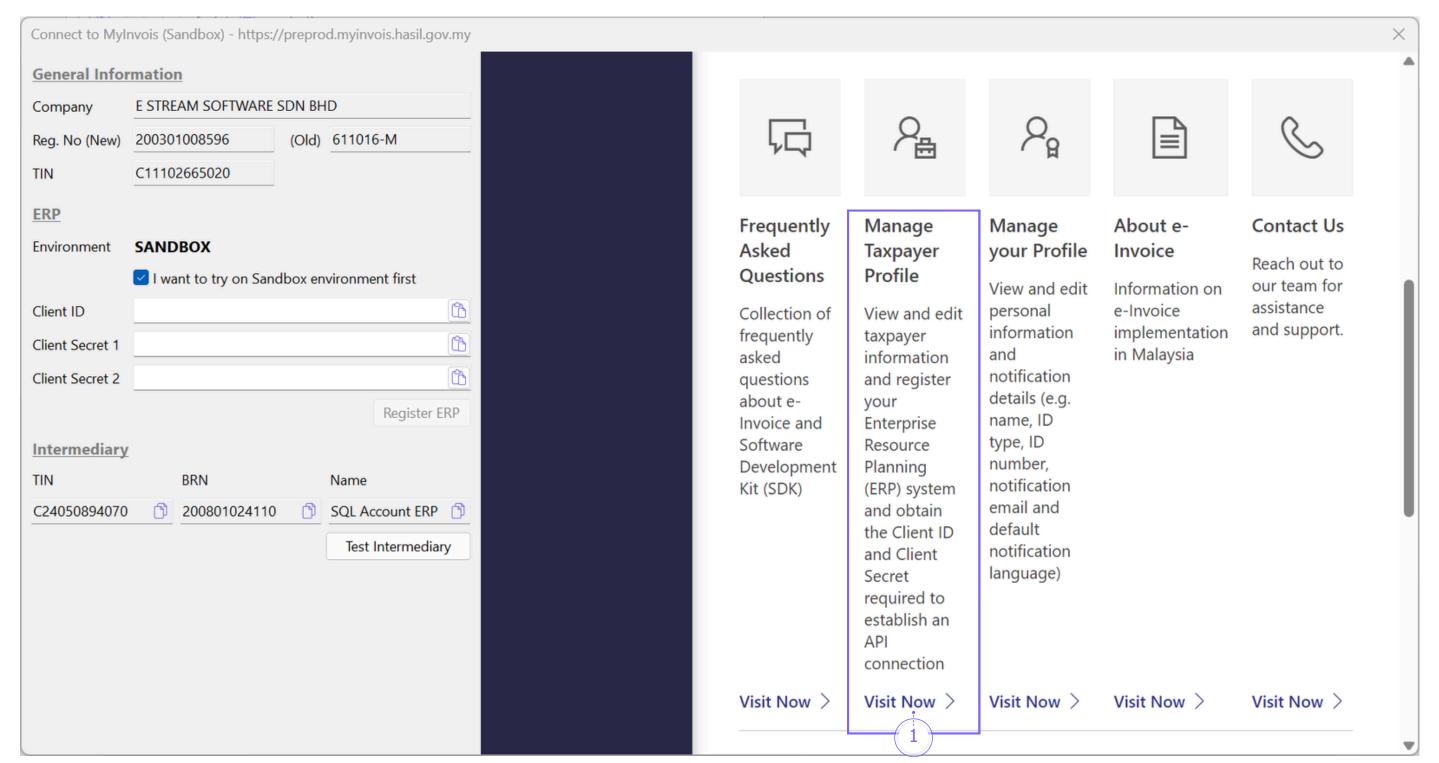


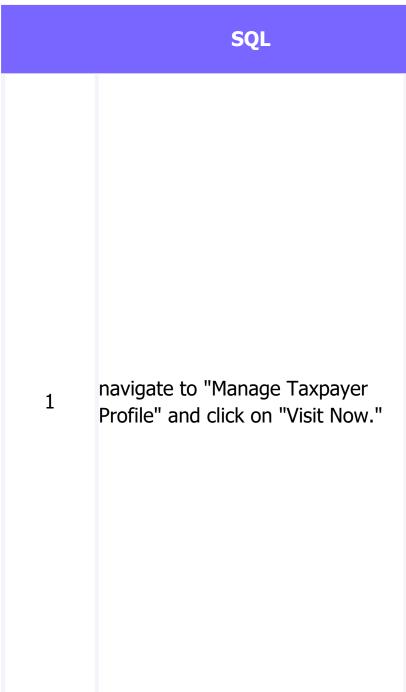
	SQL
1	Production = MyInvois (Actual)
2	If you select "I want to try on the sandbox environment first," it will link to the Pre-Production (Sandbox) environment. All e-invoice tests will be uploaded to the sandbox instead of the actual server.
3	Based on your selection in Option 2, this login will automatically direct you to either the Production environment at <b>Production:</b> https://mytax.hasil.gov.my or <b>Sandbox (Pre-Production)</b> https://preprod-mytax.hasil.gov.my  Enter the Director's IC number and password to log in.



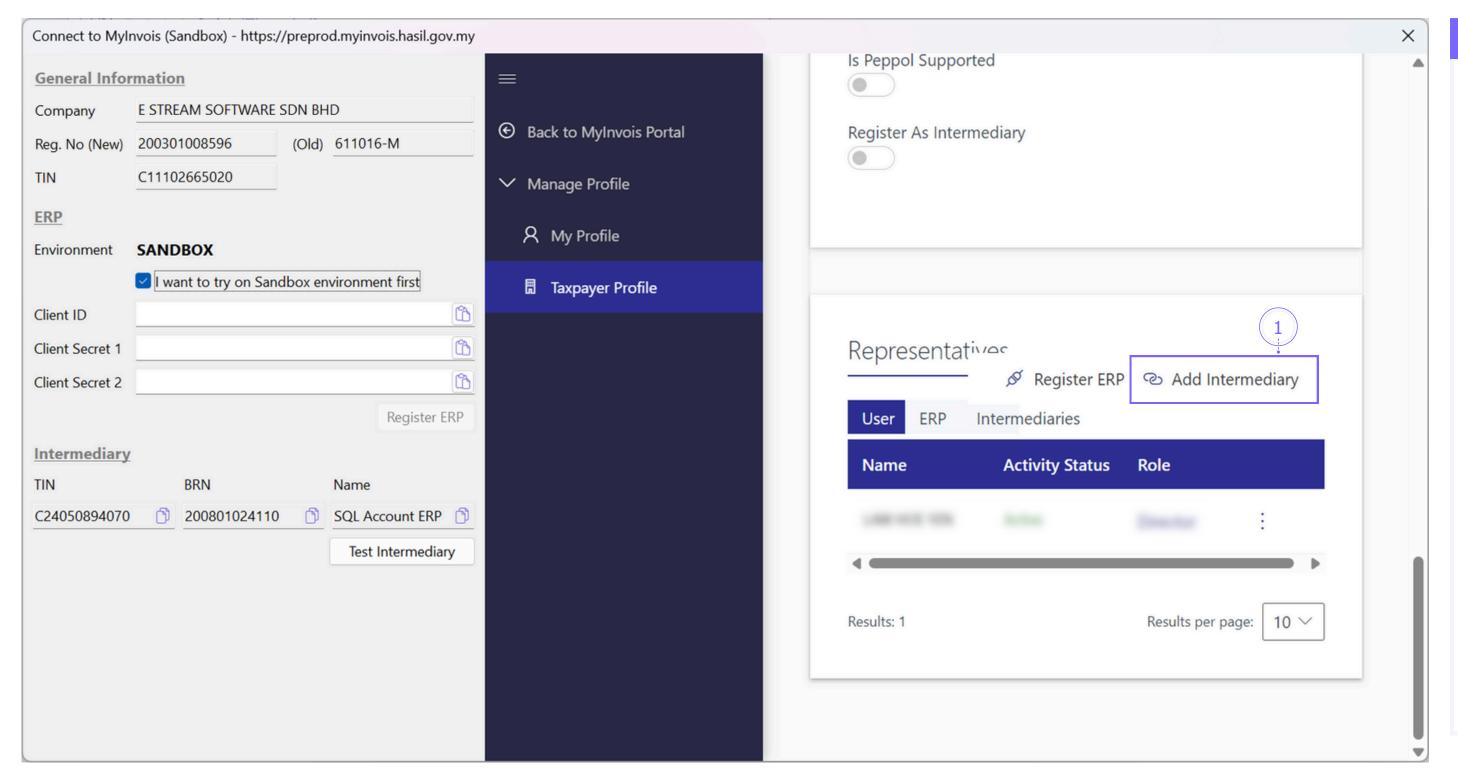


	SQL
1&2	Ensure the company name is logged into the same account in MyTax.
3	The TIN number in SQL should match the one in MyTax.  Please ensure that it is <b>NOT</b> using a personal account with a TIN starting with IG.
5	If it's a personal account, click on "Individual" to select the "Directors of the company", and then choose the company name. Ensure that Section 2 and Section 4 reflect the company name and that the TIN number starts with "C" for SDN BHD.
6	Click the navigation bar
7&8	If you choose to test in the Sandbox environment, click on "Mylnvois" and "Mylnvois9."



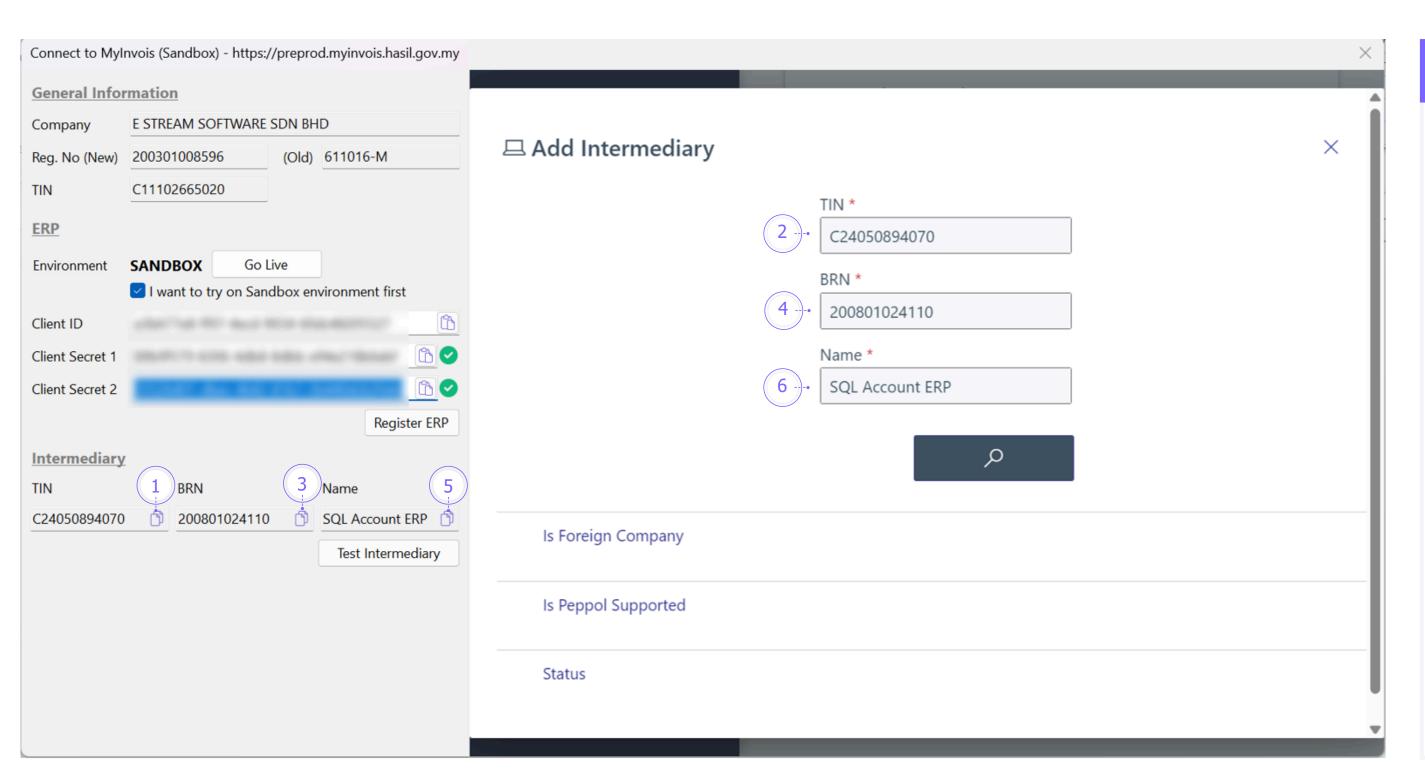


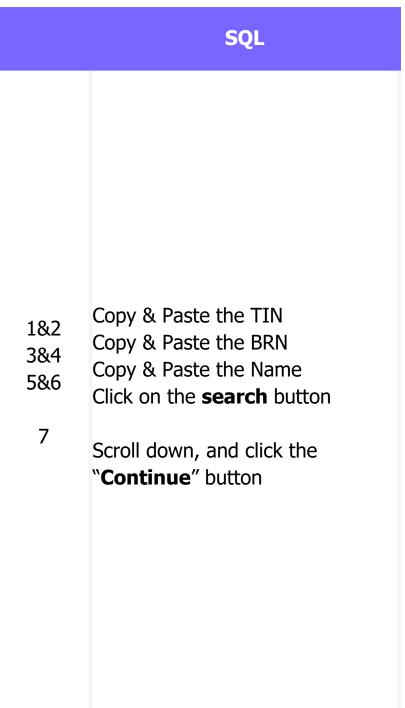




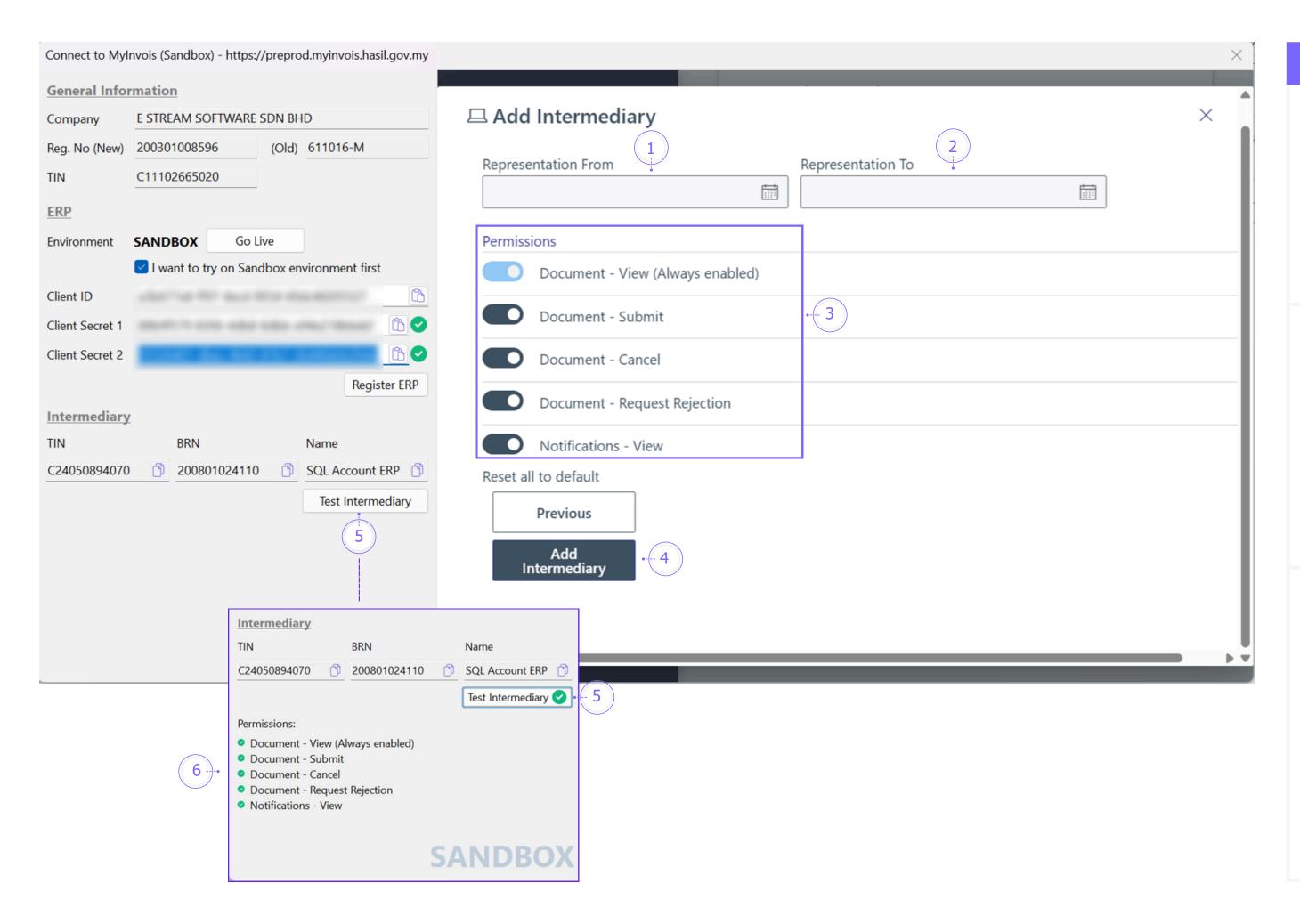








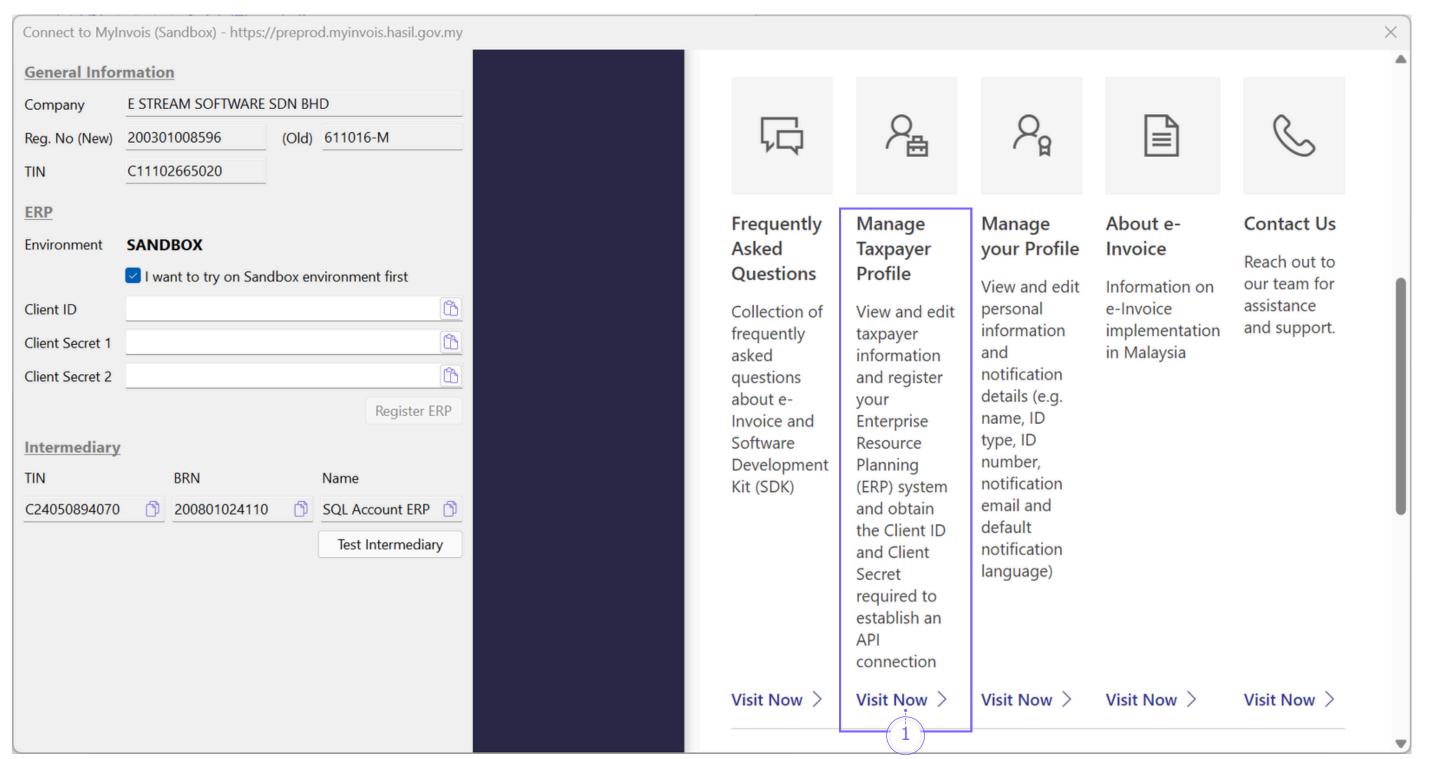


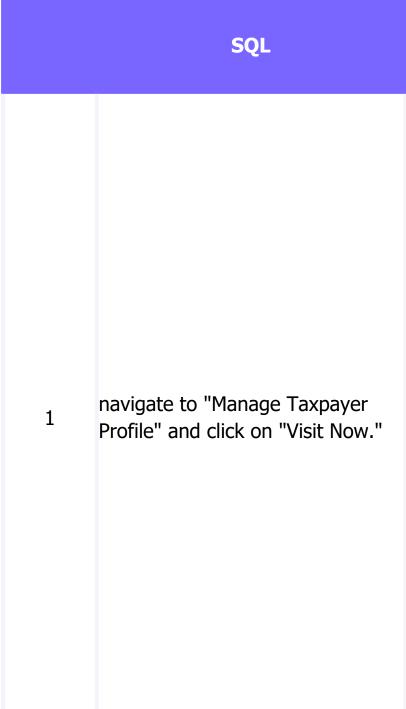


	SQL
1 2	Insert today's date in the Representation From  Leave the Representation To Blank to prevent the intermediary from expiring.
3	Enable all toggle options to grant permission.  Click on Add Intermediary button
5 & 6	Click on "Test Intermediary" to see a green tick indicating that the intermediary was successfully connected, and the granted permissions will also be shown.
	SQL

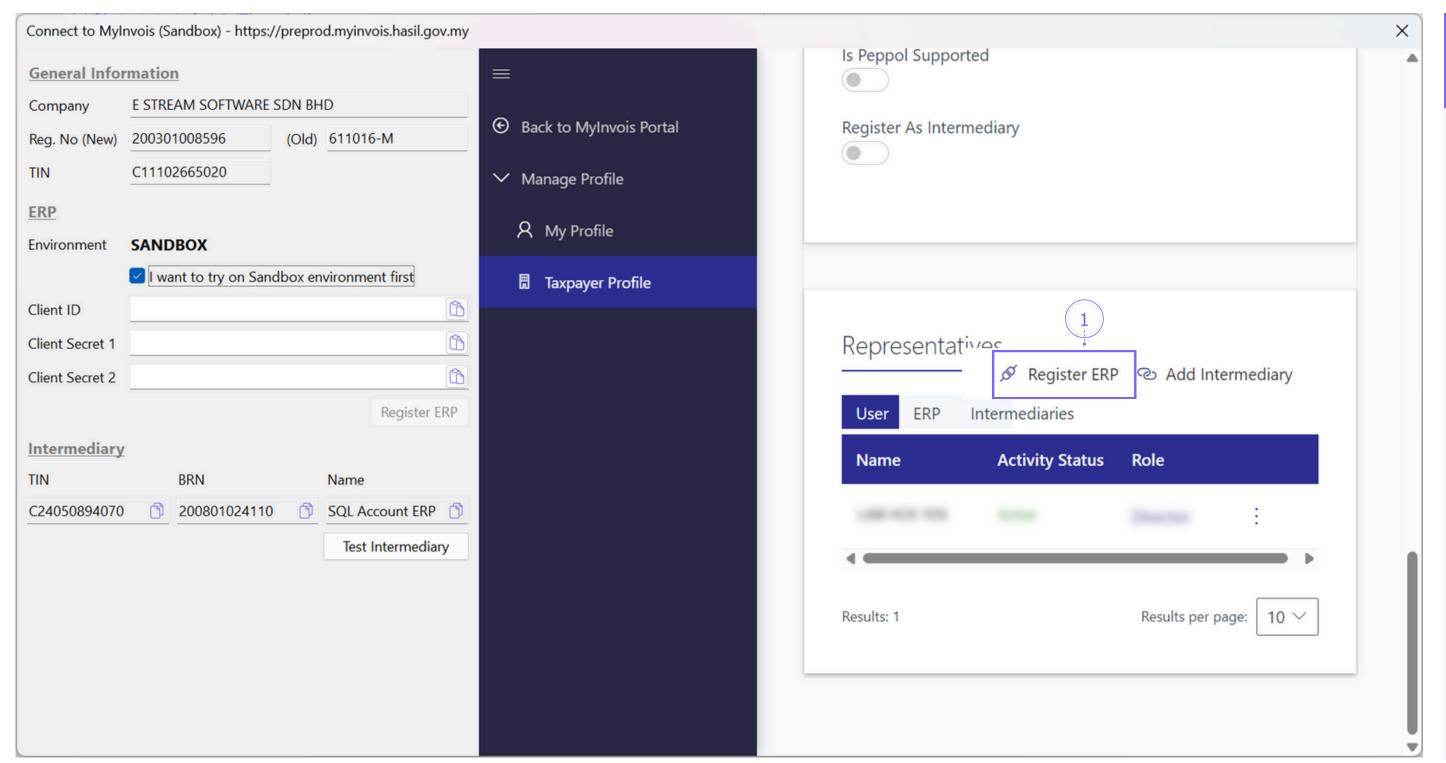
## REGISTER ERP

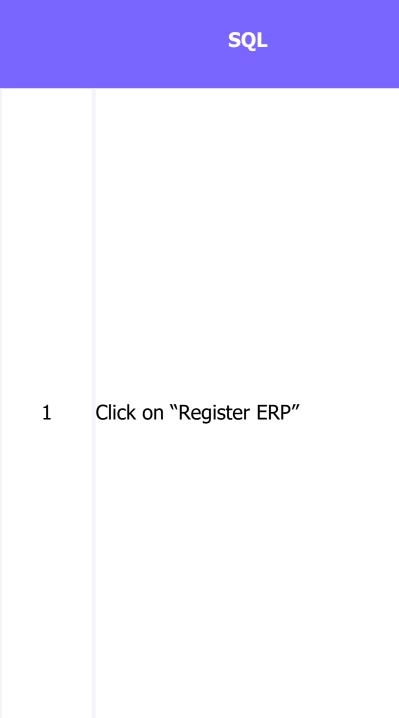




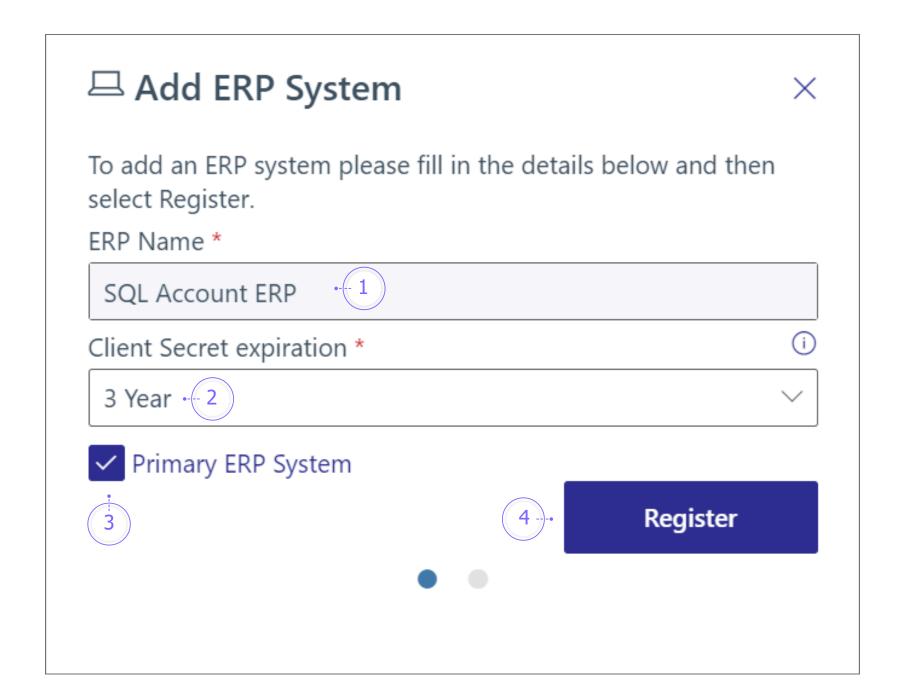


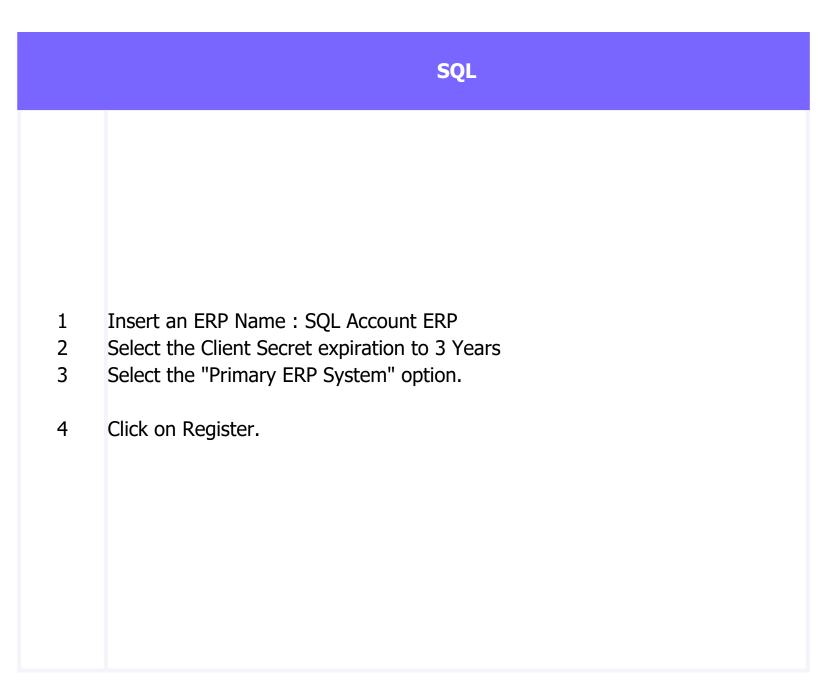




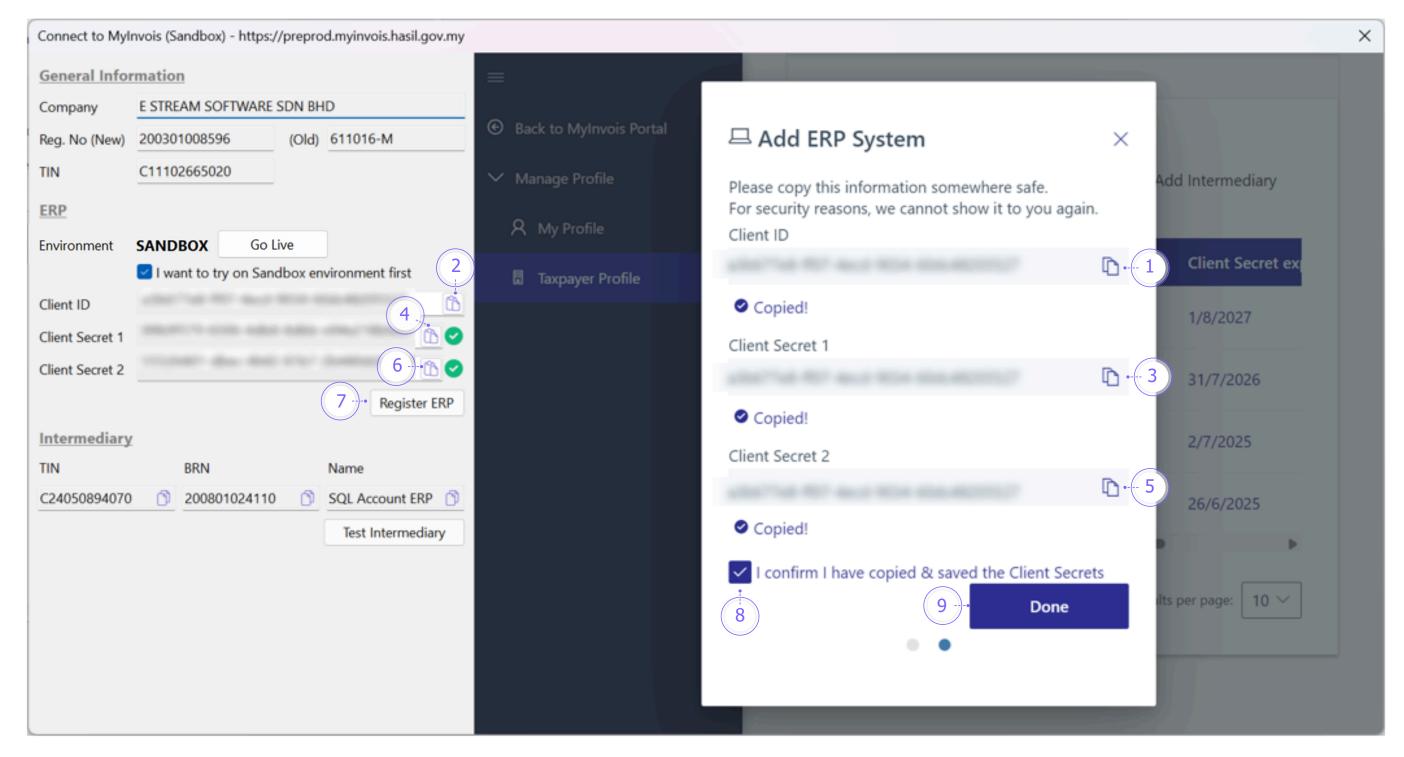












	SQL
1 - 6	Click on the copy button in sequence as shown 1,3,5 and you shall see the client id & secret 1, Secret 2 are being automatically filled on the left for 2, 4, 6.
7	Click on Register ERP
8 & 9	Check this box, then click "Done" to proceed and close the window. Relogin is required.



#### Note:

If you are currently using the "sandbox environment" for testing and training on e-invoice features, you will need to repeat the Register ERP and Add Intermediary steps when switching to the actual MyInvois production environment according to your implementation timeline.

This is necessary to connect to your live MyInvois portal.

### MANDATORY FIELDS

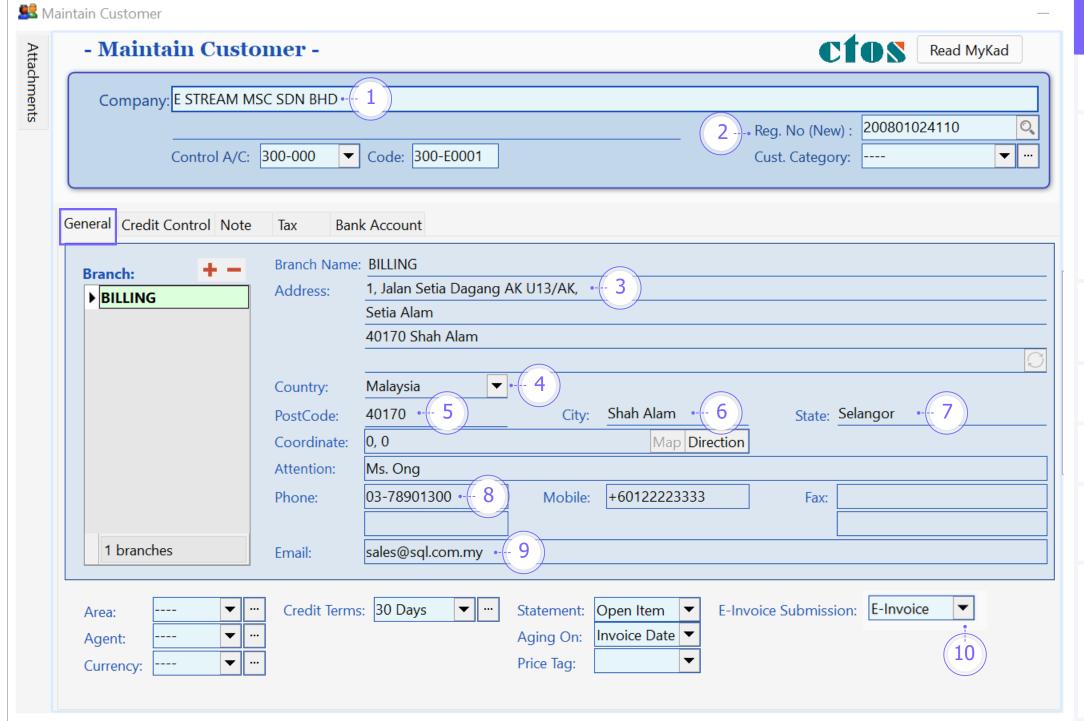
- Company Profile
- Maintain Customer
- Maintain Stock Item



### MAINTAIN CUSTOMER



#### Customer | Maintain Customer



	SQL	LHDN
1	Company Name	Buyer's Name
2	Reg. No (New) Click search to obtain the client's BRN number directly from the SSM server, eliminating the need to request it from the customer.	Buyer's BRN
3	Address 1.2.3.4	Buyer's Address
4	Country	Buyer's Country
5, 6, 7	Postcode, City, State	Buyer's Postcode, City, State
8	Phone	Buyer's Contact No.
9	Email (Optional)	Buyer's Email

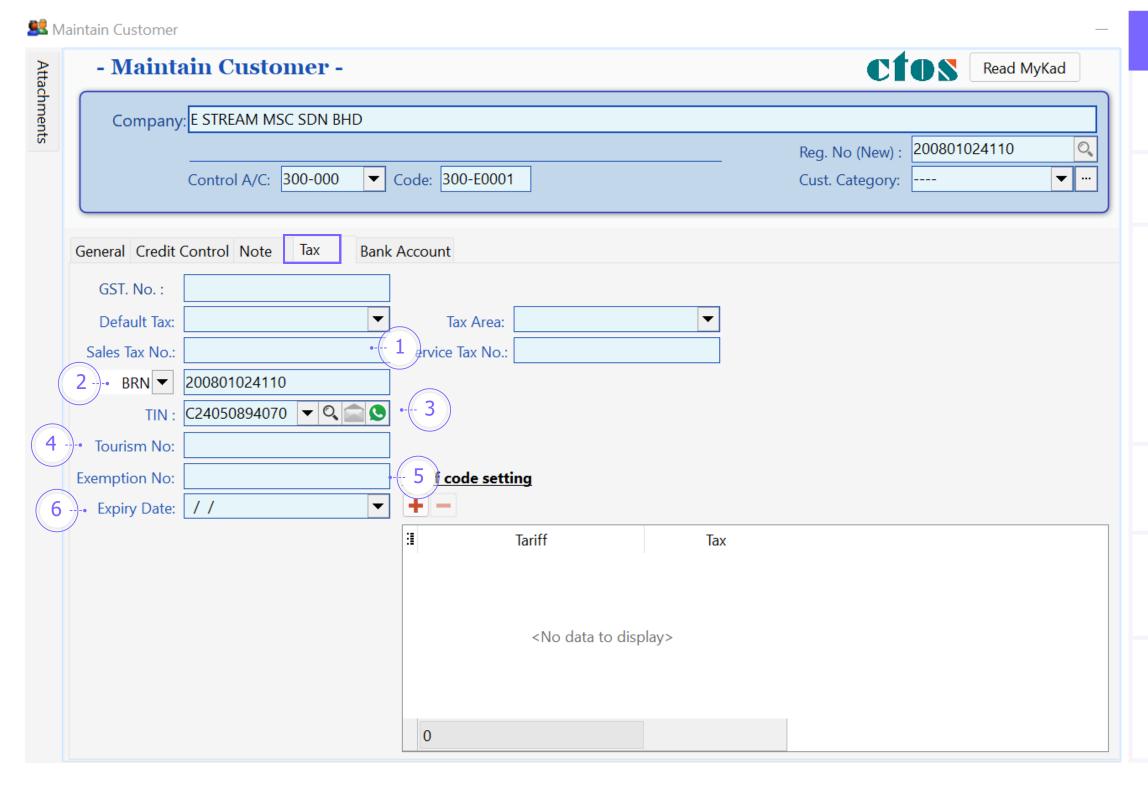
E-Invoice Submission

Choose a default mode for this customer. For example, if this is a cash customer who typically doesn't require e-invoices, you can set it to Consolidated. This means all future invoices for this customer will be automatically submitted as consolidated. However, this setting can be adjusted during the sales invoice process if needed.

Default = E-Invoice, Consolidated = Consolidated E-Invoice, None = Pending

### MAINTAIN CUSTOMER





	SQL	LHDN
1	Sales Tax / Service Tax No	Buyer's Sales Tax / Service Tax No
2	BRN / IC / Army / Passport	Buyer's BRN / IC / Army / Passport
3	TIN  Click search to obtain the client's TIN number, eliminating the need to request it from the customer.	Buyer's TIN
4	Tourism No	Buyer's Tourism No
5	Exemption No	Buyer's Exemption No
6	Exemption Expiry Date	Buyer's Exemption Expiry Date



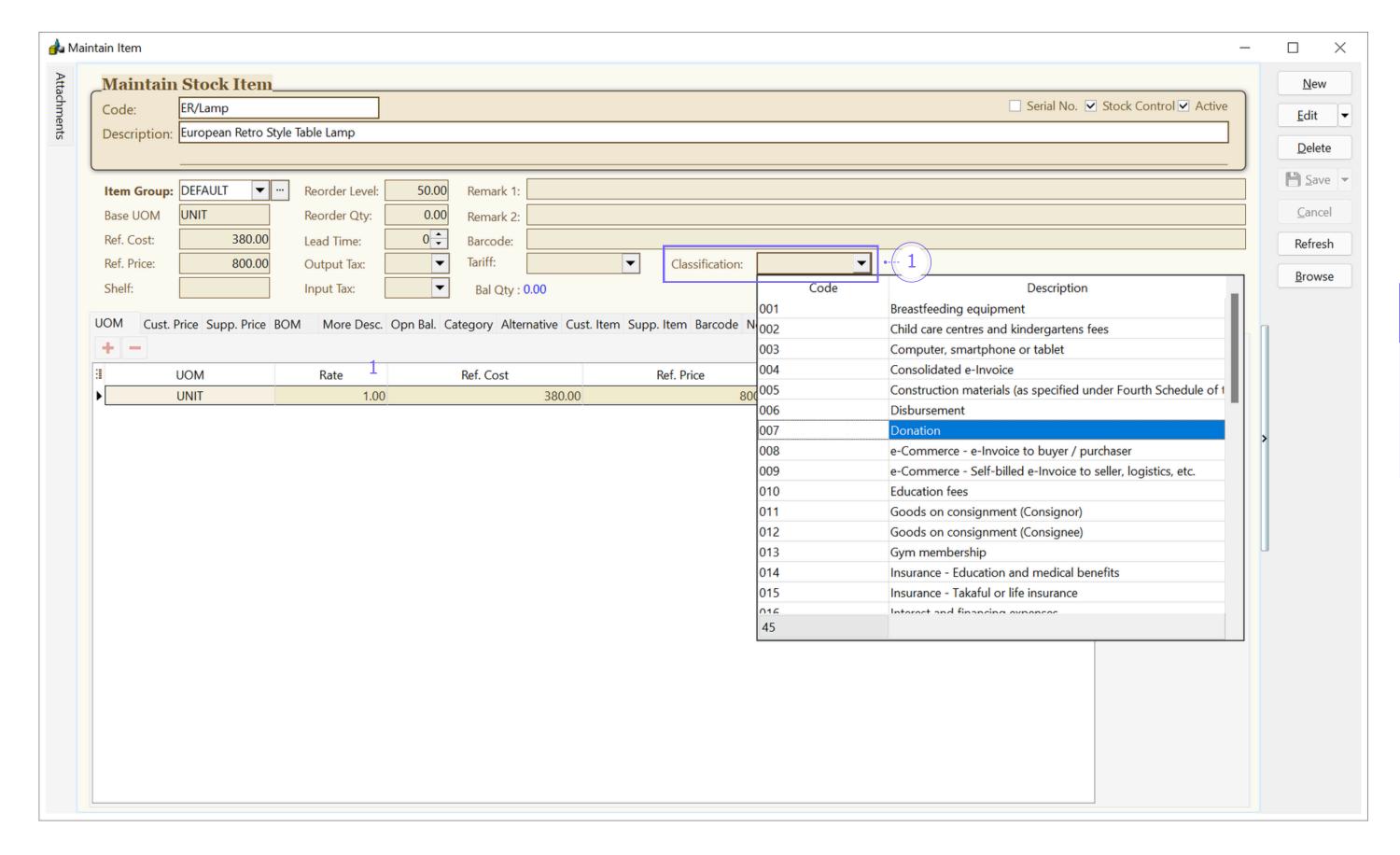
### MANDATORY FIELDS

- Company Profile
- Maintain Customer
- Maintain Stock Item



### MAINTAIN STOCK ITEM

stock | Maintain Stock Item



#### SQL

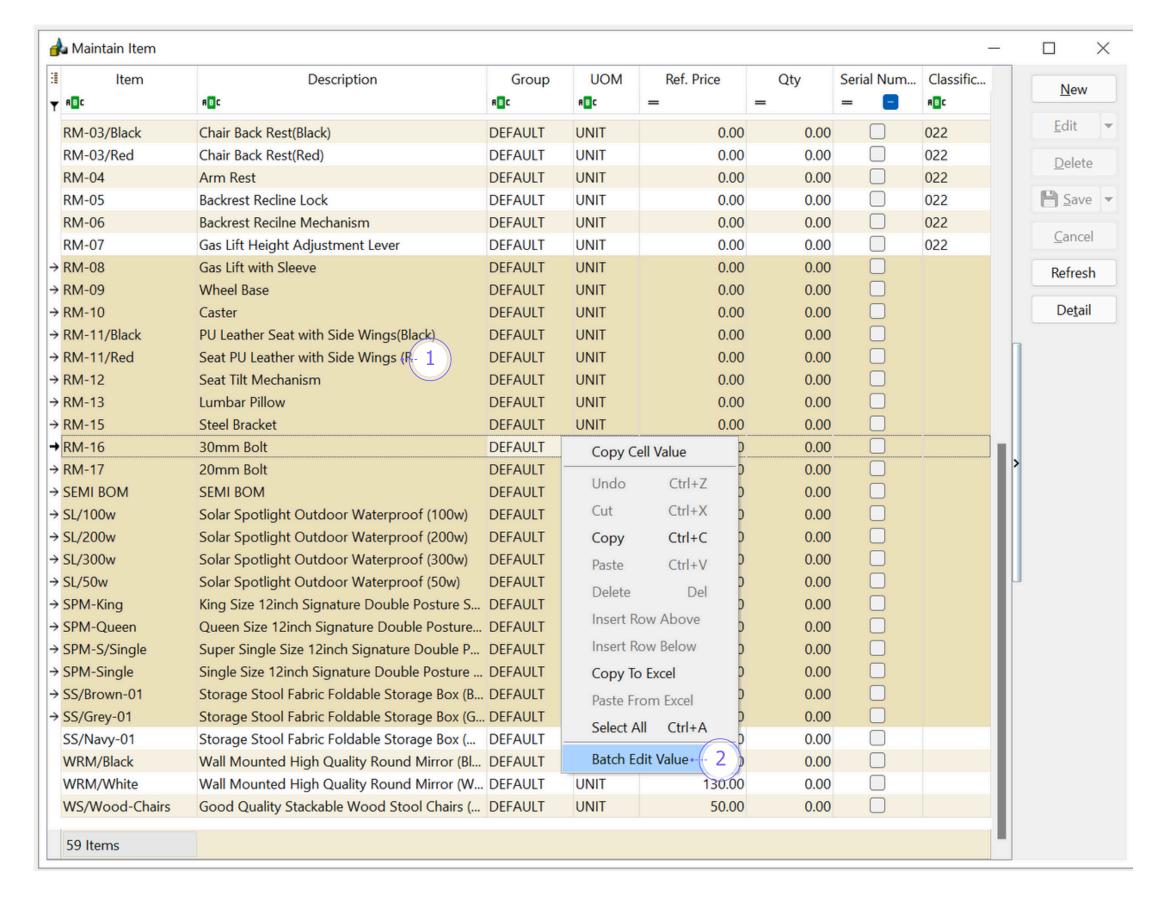
Set a classification code for this item, SQL will automatically use the assigned classification code for this item during invoicing, but it can be modified on the invoice screen if required.

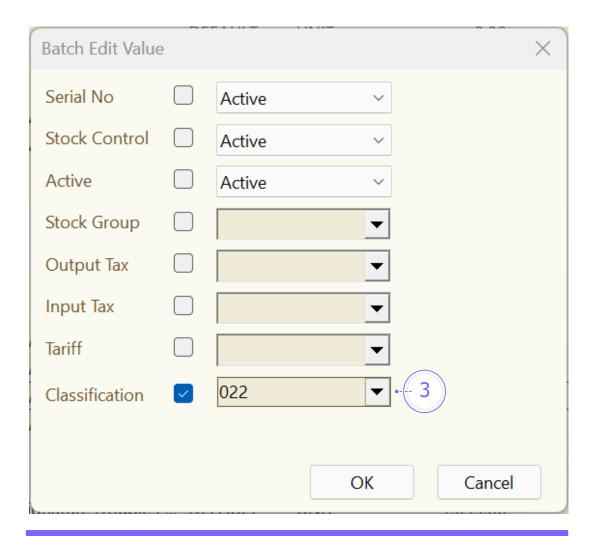


### Batch Update Classification Code



stock | Maintain Stock Item | Browse Mode

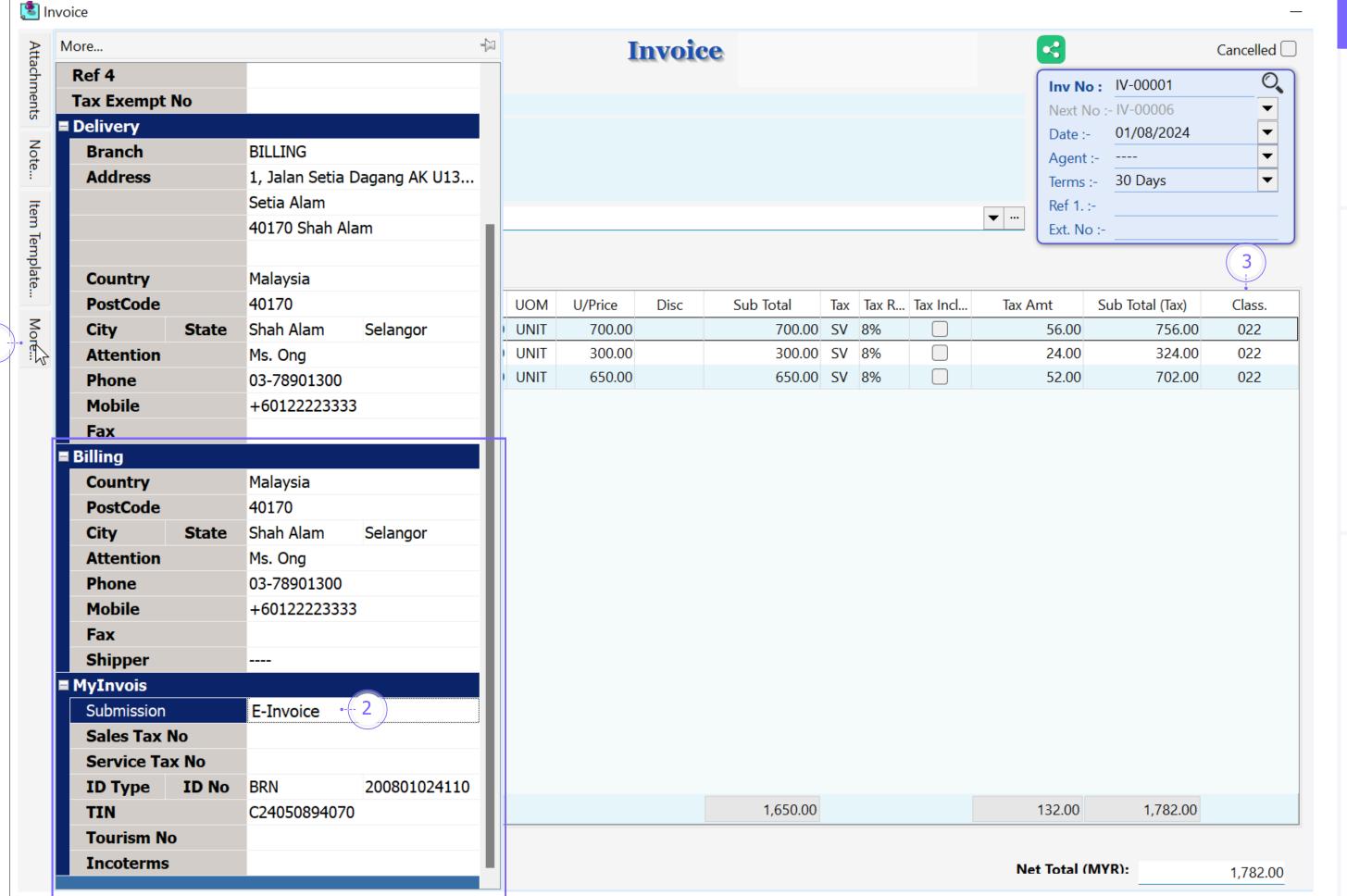




	SQL
1	To highlight multiple items, click on the first item, then hold down the Shift key and click on the last item.
2	Select Batch Edit Value
3	Select the classification code & press ok

# E-INVOICE

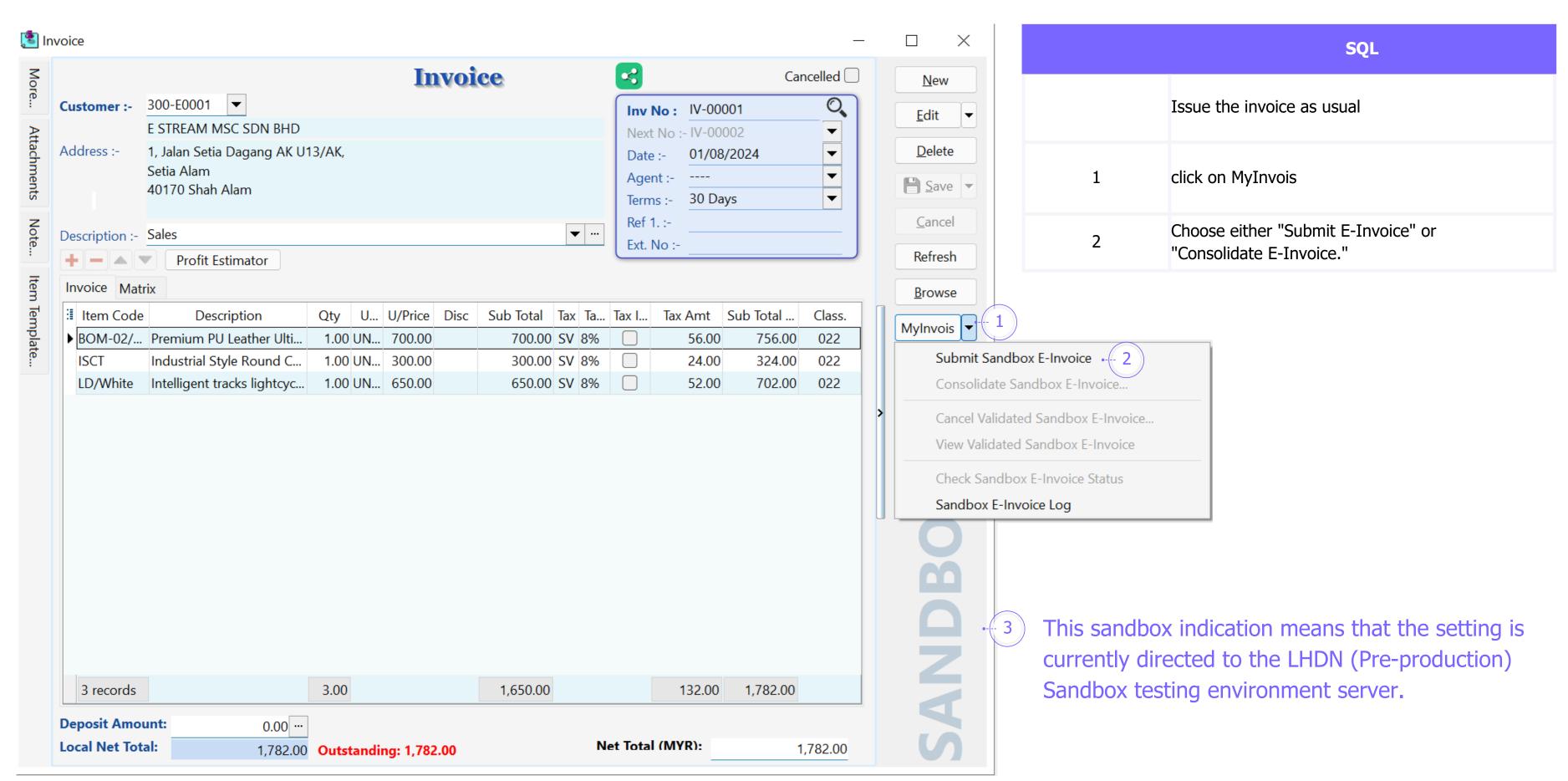


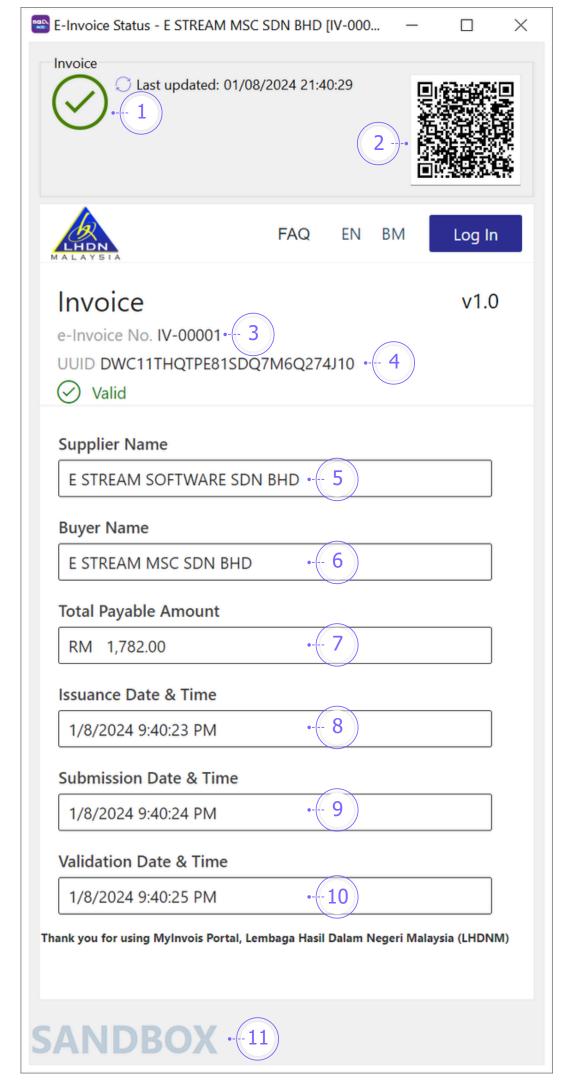


SQL Issue the invoice as usual All the mandated fields pre-set in Maintain Customer will be captured automatically. Under the "More" 1 & 2 panel, you can still edit various details, including the submission type, tourism number, Incoterms, and more. The classification will automatically captured base on **Maintain Stock Item** setting, it can be amend here if you wish to change

### E-INVOICE Submission







### **E-INVOICE Status**



	SQL
1	E-Invoice Status = Submitted, valid, Invalid, Cancelled
2	A validated e-invoice must have the QR code embedded. The QR code can be used to verify the e-invoice's existence and status through the MyInvois Portal, as outlined in the E-INVOICE GUIDELINE (VERSION 3.2) Section 33.
3	Internal ID used in submission for the document, eg Invoice number
4	Unique ID of the document to retrieve, generated by LHDN.
5	Supplier (Issuer company name)
6	Buyer Receiver name (can be company name or person's name)
7	Invoice's Total Amount
8	The date and time when the document was issued in the UTC time format
9	The date and time when the document was submitted in the UTC time format.
10	The date and time when the document passed all validations and moved to the valid state.
11	This sandbox indication signifies that the setting is currently directed to the LHDN (Pre-production) Sandbox testing environment server. If connected to MyInvois (Production), no indication will be shown. This indication helps you easily differentiate whether submissions are going to the Pre-production server or the Production server.

#### E STREAM SOFTWARE SDN BHD (200301008596 (611016-M))

No 1, Jalan Setia Dagang AK U13/AK, Setia Alam, 40170, Shah Alam, Selangor.

Phone: 03-78901300 email: sales@SQL.com.my

(CP No: B16-1809-32001151) (TIN No: C11102665020)



Billing Address

#### E STREAM MSC SDN BHD

1, Jalan Setia Dagang AK U13/AK, Setia Alam 40170 Shah Alam Delivery Address

1, Jalan Setia Dagang AK U13/AK, Setia Alam 40170 Shah Alam

AMs. Ong

**€** 03-78901300

AMs. Ong

03-78901300

	omer Account D-E0001	Sales Executive	Name ADMIN	Page No 1 of 1		Doc No.		Date 01/08/2024
No	Item Code	Description	Qty	,	Pa	yment	Discount	Total Price (MYR)
1	BOM-02/Red	Premium PU Leather Ultimate Gaming Chair (Red)	1.00	UNIT	70	0.00		700.00
2	ISCT	Industrial Style Round Coffee Table with Metal Leg	1.00	UNIT	30	0.00		300.00
3	LD/White	Intelligent tracks lightcyde desk light (White)	1.00	UNIT	65	0.00		650.00

RINGGIT MALAYSIA: ONE THOUSAND SEVEN HUNDRED AND EIGHTY TWO ONLY

+ Tax Amt : Rounding Adj. :

Total Excl. Tax:

132.00 0.00

1,650.00

Total Payable:

1,782.00

Payment Terms 30 Days

Authorised Signature E STREAM SOFTWARE SDN BHD (200301008596 (611016-M))

Thank you for your business



### VALIDATED E-INVOICE

	SQL
1	Once validated, preview the SQL Build in format, and the QR code will be embedded accordingly. If you wish to modify your current format to include a QR code, please consult your service consultant for report design.
	LHDN E-Invoice FAQ Link: https://www.hasil.gov.my/media/0xqitc2t/lhdnm-e-invoice-general-faqs.pdf

#### (v) Sharing of e-Invoices

31. Does IRBM provide a standard visual representation template for suppliers to share the e-Invoices to buyers upon IRBM's validation?

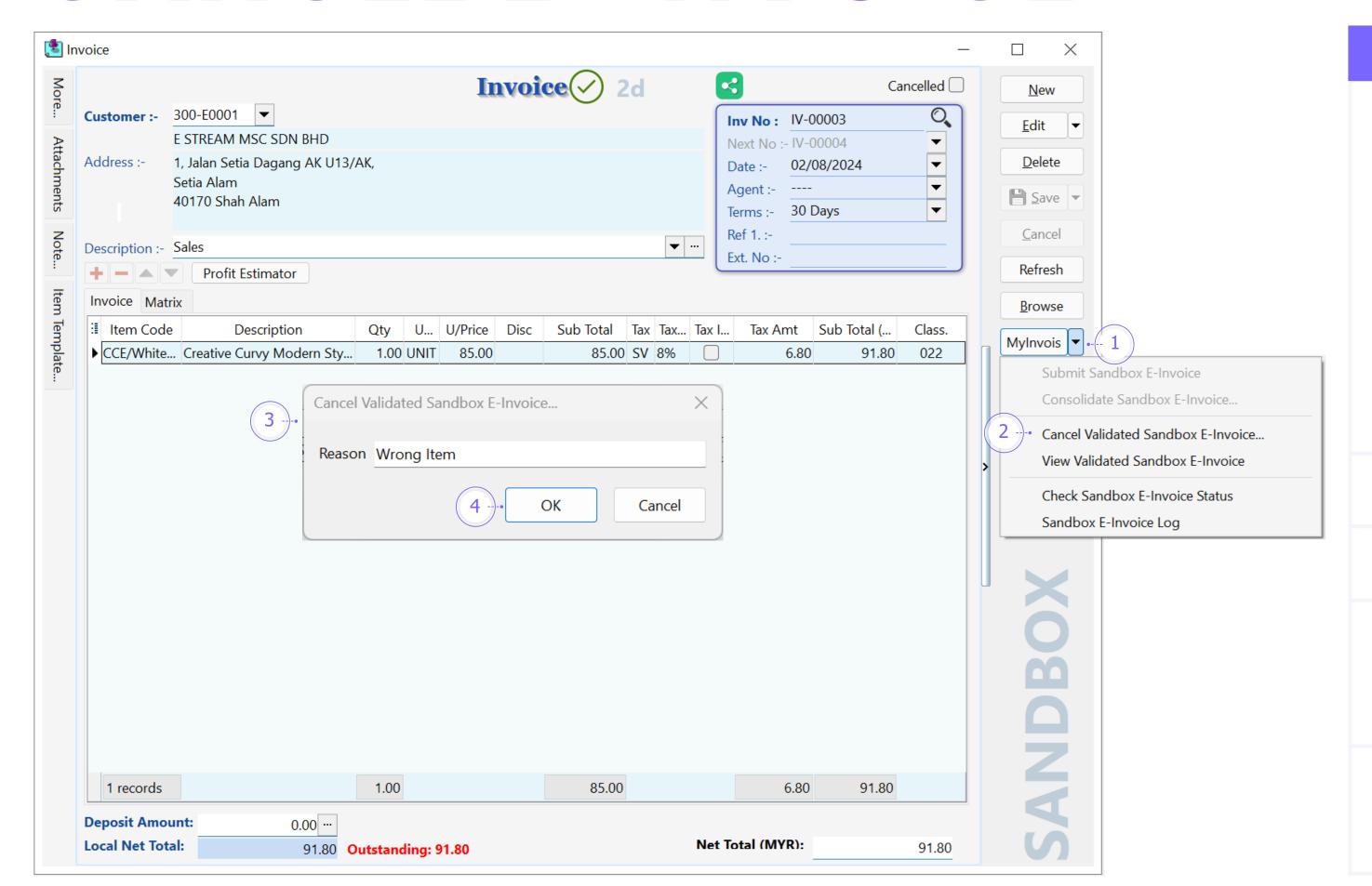
Taxpayers are allowed to adopt any format for the visual representation of the e-Invoice as per current practice, provided the QR code is embedded accordingly.

# CANCEL VALIDATED E-INVOICE

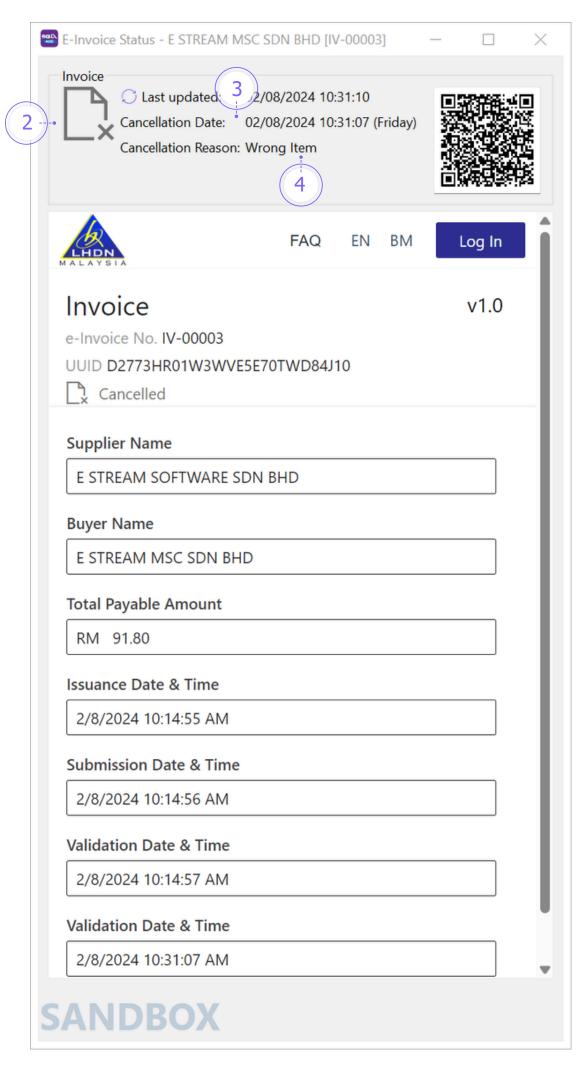


### CANCEL E-INVOICE





SQL At the first 72 hours of an submitted invoice, you are able to cancel the einvoice, then re-submit the same invoice again without issuing CN/DN. In the first 72 hours period, you shall cancel the invoice and resubmit when: 1. There is a mistake in the submitted e-invoice. 2. Buyer rejected the invoice and you agreed with the rejection. click on MyInvois Choose Cancel Validated E-Invoice A cancellation reason is required to be provided. Click "OK" to proceed with submitting the e-invoice for cancellation.





#### E STREAM SOFTWARE SDN BHD (200301008596 (611016-M))

No 1, Jalan Setia Dagang AK U13/AK, Setia Alam, 40170, Shah Alam, Selangor. Phone: 03-78901300 email: sales@SQL.com.my

(CP No: B16-1809-32001151) (TIN No: C11102665020)

#### Invoice

Billing Address Delivery Address

E STREAM MSC SDN BHD

1, Jalan Setia Dagang AK U13/AK, 1, Jalan Setia Dagang AK U13/AK,

Setia Alam 40170 Shah Alam Setia Alam 40170 Shah Alam

Attn Ms. Ong Tel 03-78901300 Fax

Attn Ms. Ong 03-78901300 Tel

Fax

Customer Account Sales Executive Page No IV-00003 300-E0001 ----ADMIN 1 of 1 02/08/2024 Total Incl. Tax Tax Tax Amt Sub Total No Description Price/Unit Discount 1 Creative Curvy Modern Style Eames Chair 1.00 UNIT 85.00 85.00 85.00 6.80 91.80 8%

#### RINGGIT MALAYSIA: NINETY ONE AND CENTS EIGHTY ONLY

	Total Amount Due	85.00 85.00	6.80 91.80
Paymert Terms		Tax Amount (MYR)	Total Payable (MYR)
30 Days		6.80	91.80
			Authorized Signature

E STREAM SOFTWARE SDN BHD (200301008596 (611016-M))





#### **SQL**

After submitting the e-invoice cancellation, the QR code on the invoice format will be updated with the new UUID. When the buyer scans the updated invoice, they can access the cancellation information shown in sections 2, 3, and 4.



#### 3 Invoice Invoice No Status Company Description Date Amount E-Invoice Submiss... **▼** RBC A B C A B C **O**1/08/2024 ▶ IV-00001 E STREAM MSC SDN BHD Sales 1,782.00 Default Valid O2/08/2024 IV-00002 JENDELA SPEKTRUM SDN. BHD. Sales 738.72 Default Valid 02/08/2024 IV-00003 E STREAM MSC SDN BHD Sales 91.80 Default Cancelled IV-00004 02/08/2024 91.80 Default JENDELA SPEKTRUM SDN. BHD. Sales 1h 02/08/2024 IV-00005 E STREAM MSC SDN BHD Sales 2,808.00 Consolidate Valid 4h 202/08/2024 Valid IV-00006 JENDELA SPEKTRUM SDN. BHD. Sales 91.80 Consolidate 4h 202/08/2024 IV-00007 JENDELA SPEKTRUM SDN. BHD. Sales 756.00 Consolidate Valid 4h 202/08/2024

Sales

Sales

Valid

Valid

Valid

Valid

Valid

Valid

2,646.00 Consolidate

214.92 Consolidate

35.64 Consolidate

3.299.40 Consolidate

3,346.92 Default

432.00 Default

On the browse form, the date column shows a countdown indicator (3 days) for validated E-Invoices. After 3 days, it will display a tick ( $\checkmark$ ). 0-24 hours: Display as "2d" (meaning 2 days left) 25-48 hours: Display as "1d" (meaning 1 day left) 49-72 hours: Display as "24h, 23h, 22h, ... 1h" (counting down in hours until it reaches 1 hour) E-invoice status, such as valid or cancelled or blank. A blank status indicates that the document is pending submission. This may be due to a planned consolidation of 2 & 3 e-invoices at the end of the month. You can filter by these statuses and take the necessary actions, such as submitting individual e-invoices or consolidating them.

SQL

16,335.00 13 Invoices

AVISENA DIALYSIS CENTRE S... Sales

AVISENA DIALYSIS CENTRE S... Sales

MBI CORPORATION SDN BHD Sales

NUSUARA TECHNOLOGIES S... Sales

E STREAM MSC SDN BHD

E STREAM MSC SDN BHD

IV-00008

IV-00009

IV-00010

IV-00011

IV-00012

IV-00013

3h 202/08/2024

4h 202/08/2024

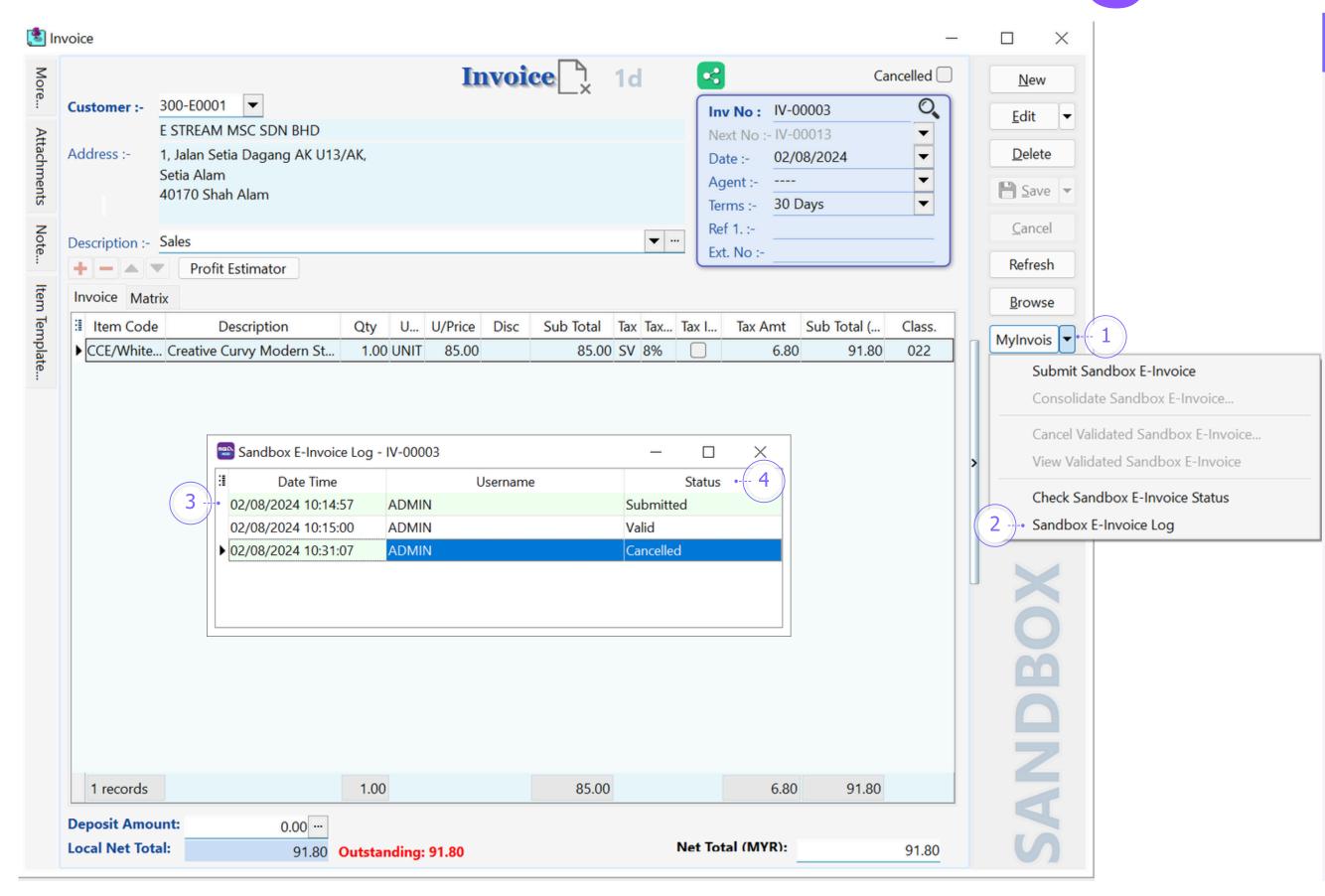
4h 202/08/2024

4h 202/08/2024

2d 05/08/2024

# View E-Invoice Log

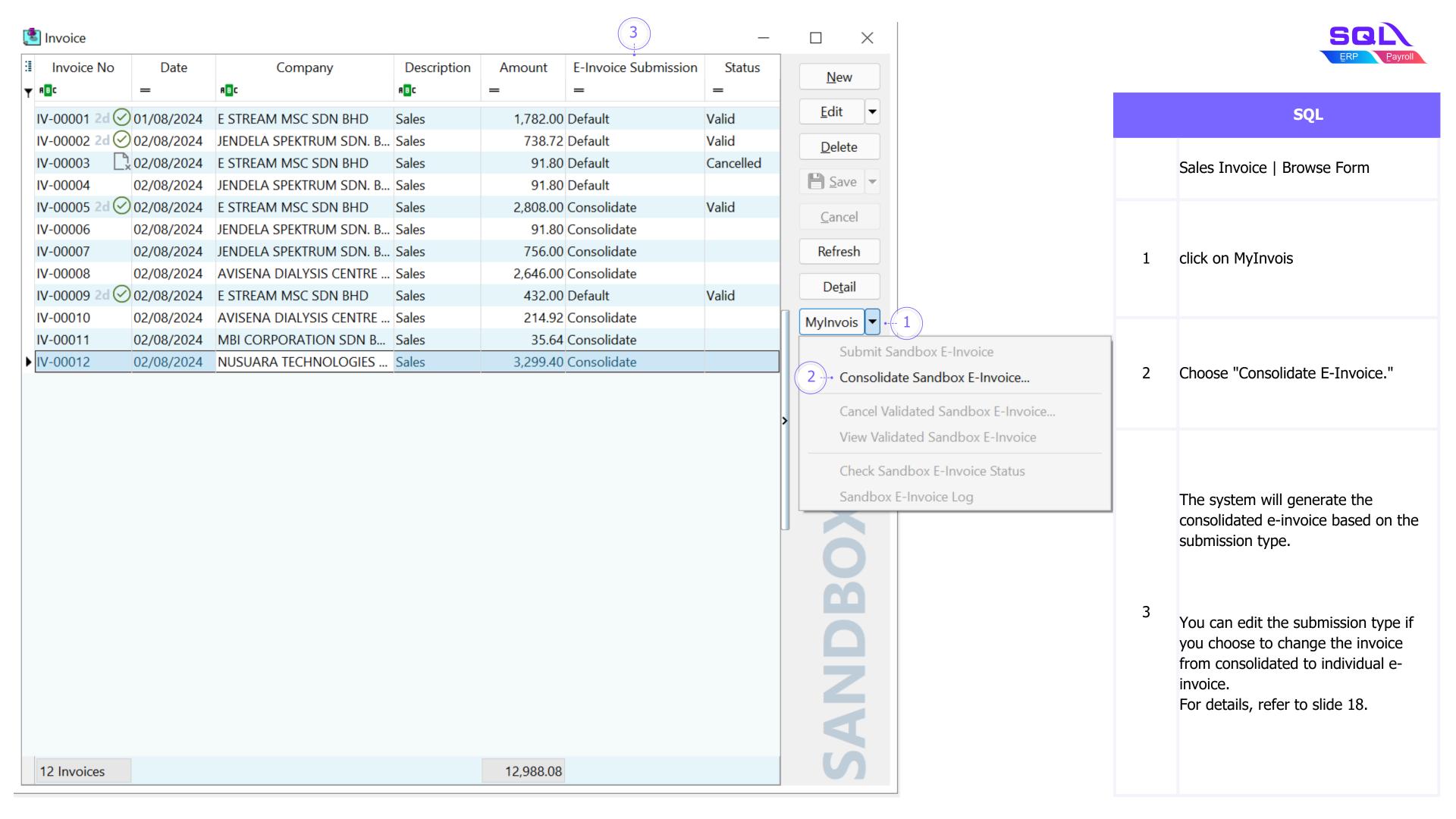




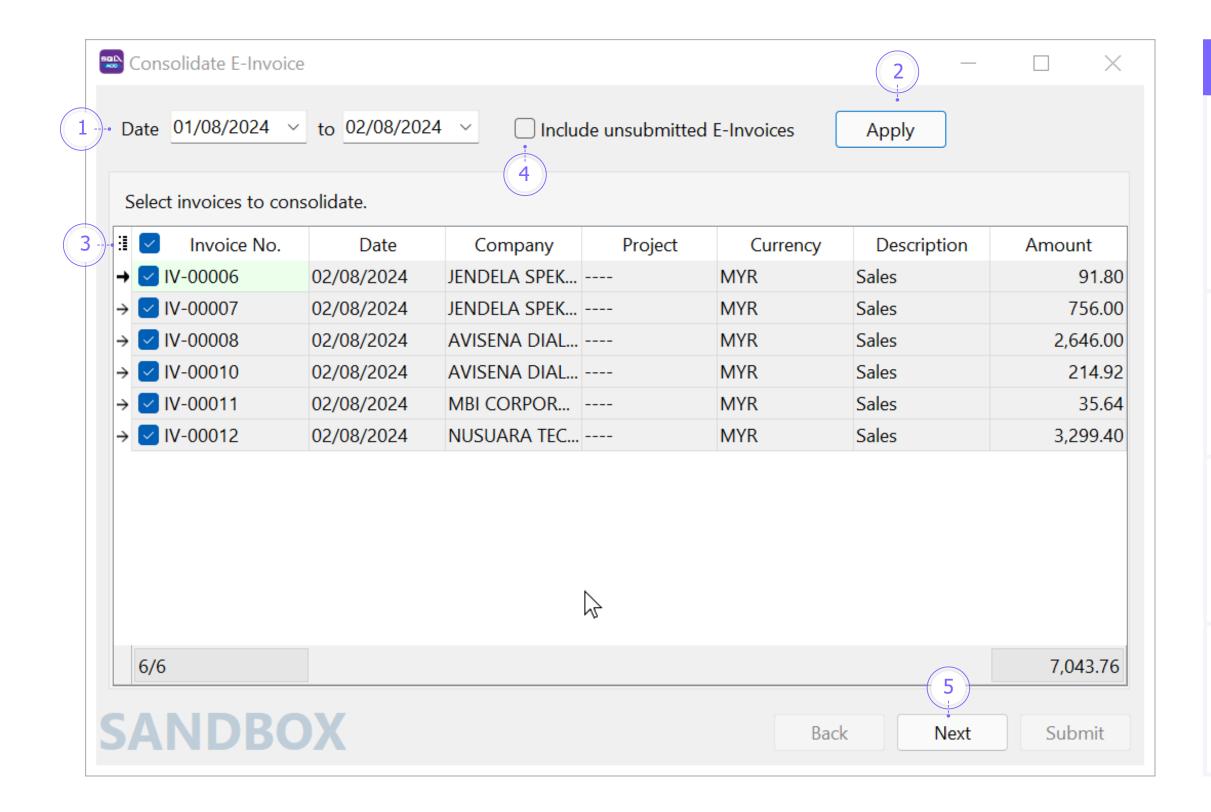
SQL click on MyInvois E-Invoice Log This log will display the date and time when the document was submitted, 3 & 4 validated, or canceled, along with the username of the person who created the document.

# CONSOLIDATED E-INVOICE









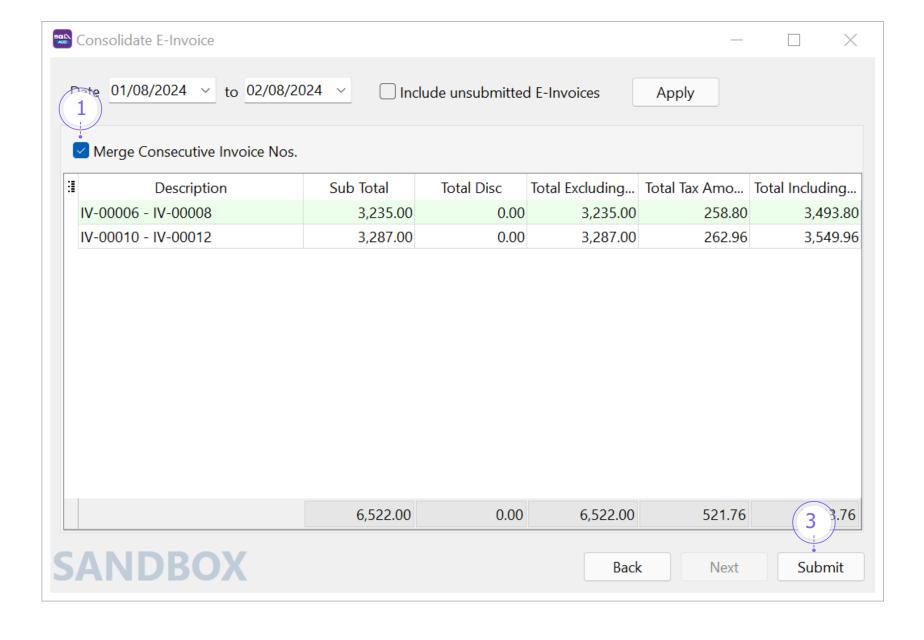
	SQL
1 & 2	Select the date range for which you want to generate a consolidated e-invoice, click Apply  All invoices with the submission type set to "consolidated" will be displayed
3	Select "Check All" to submit the consolidated e-invoices. You can also individually check or uncheck specific invoices if you plan to change some to individual e-invoices or submit them later
4	For any invoices assigned the "e-invoice" submission type (individual e-invoice) that haven't been submitted yet, there is an option here to include them in a consolidated e-invoice.
5	Once done, click "Next."

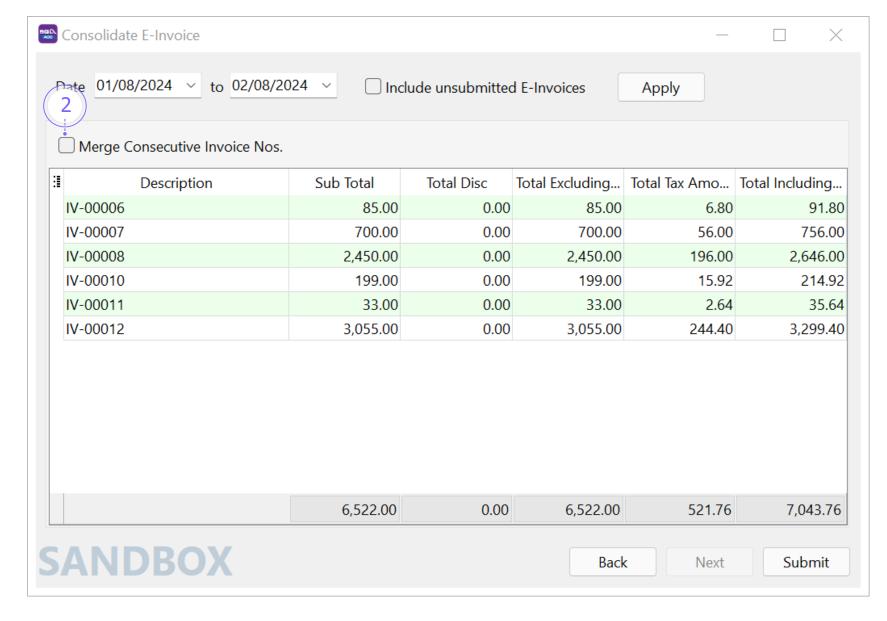
#### LHDN provides two options for submitting consolidated e-invoices.

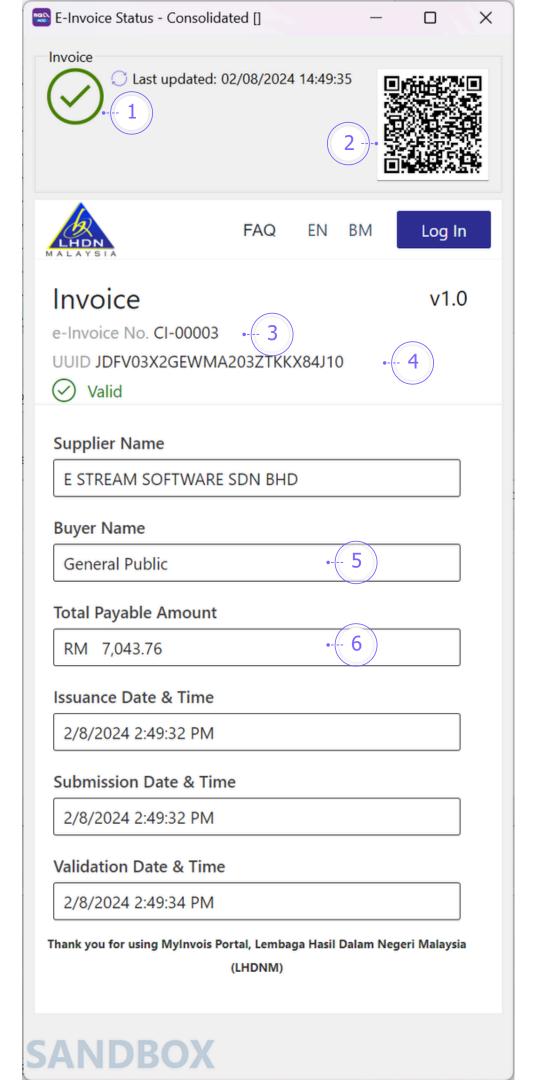
- 1) List of receipts (in a continuous receipt number) is presented as line items (i.e., where there is a break of the receipt number chain, the next chain shall be included as a new line item) 1 & 2
  - 2) Summary of each receipt is presented as separate line items

By default, SQL will use Method 1, which merges consecutive invoice numbers. You can uncheck this option if you prefer to use Method 2.

3 Click on "Submit"







### SQL



1	E-Invoice Status = Submitted, Valid, Invalid, Cancelled
2	The QR code can be used to verify the consolidated e-invoice's existence and status
3	Internal ID used in submission for the document, eg Consolidated E-Invoice Number, generated by LHDN.
4	Unique ID of the document to retrieve
5	"General Public" will automatically be inserted as the buyer's name in accordance with the LHDN E-Invoice guidelines.
6	The total payable amount will be automatically summed for all the invoices you consolidate.

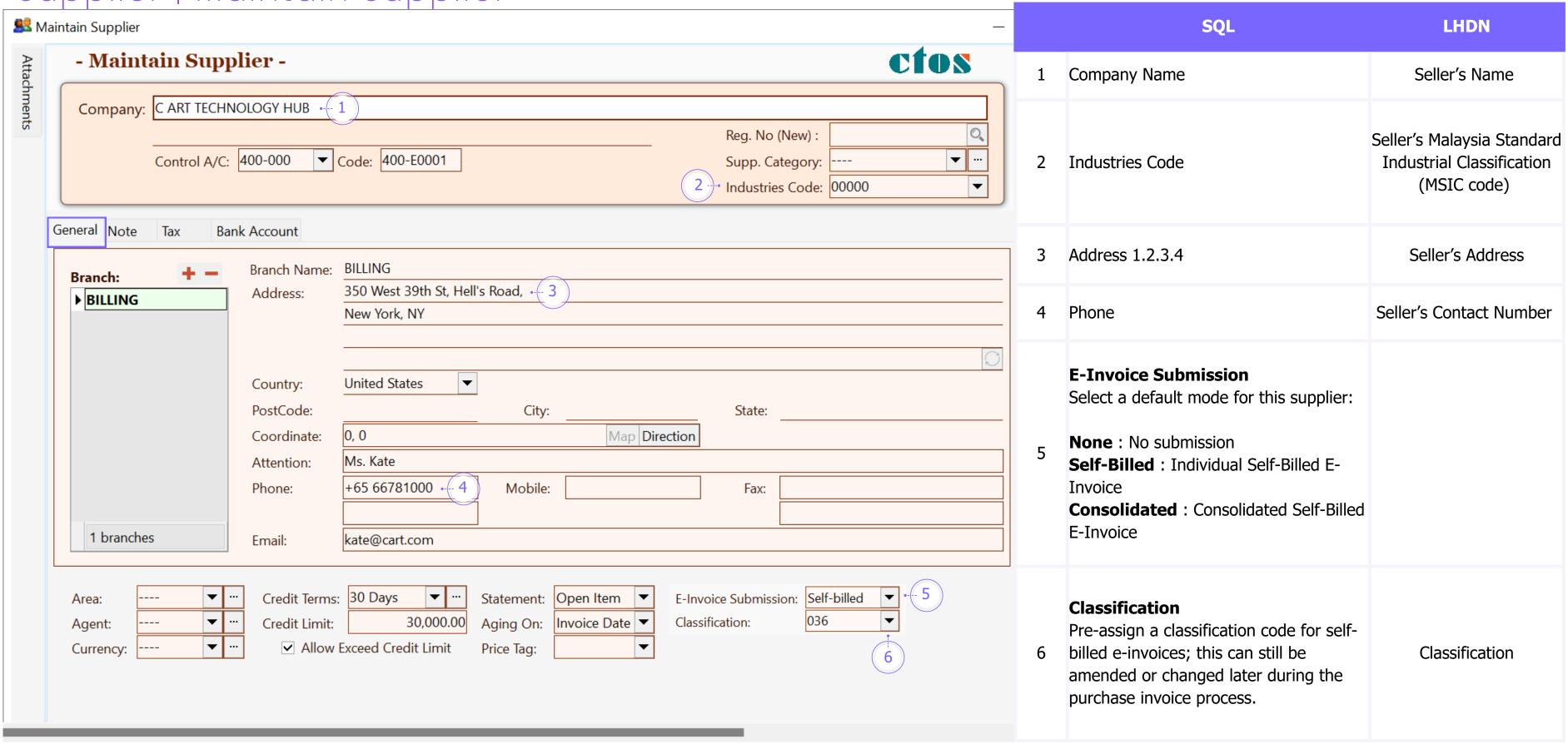
## SELF-BILLED E-INVOICE



## MAINTAIN SUPPLIER



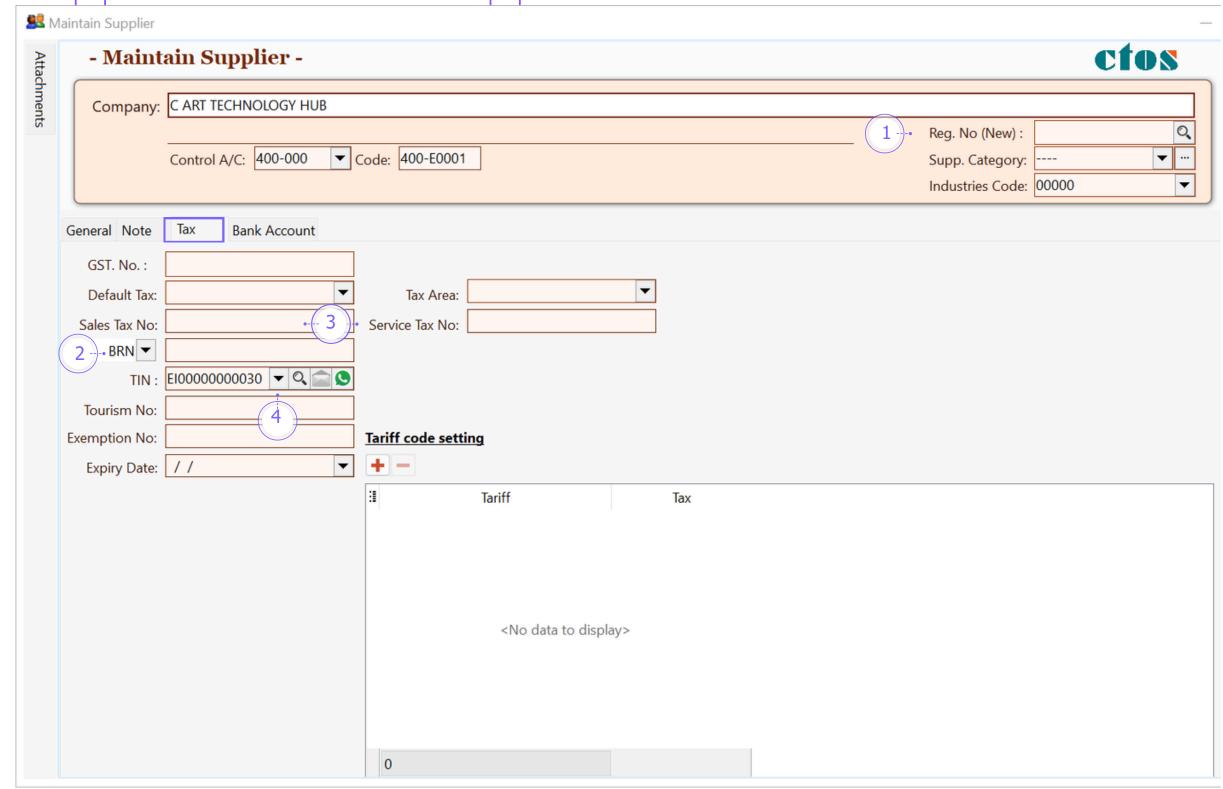
Supplier | Maintain Supplier



## MAINTAIN SUPPLIER



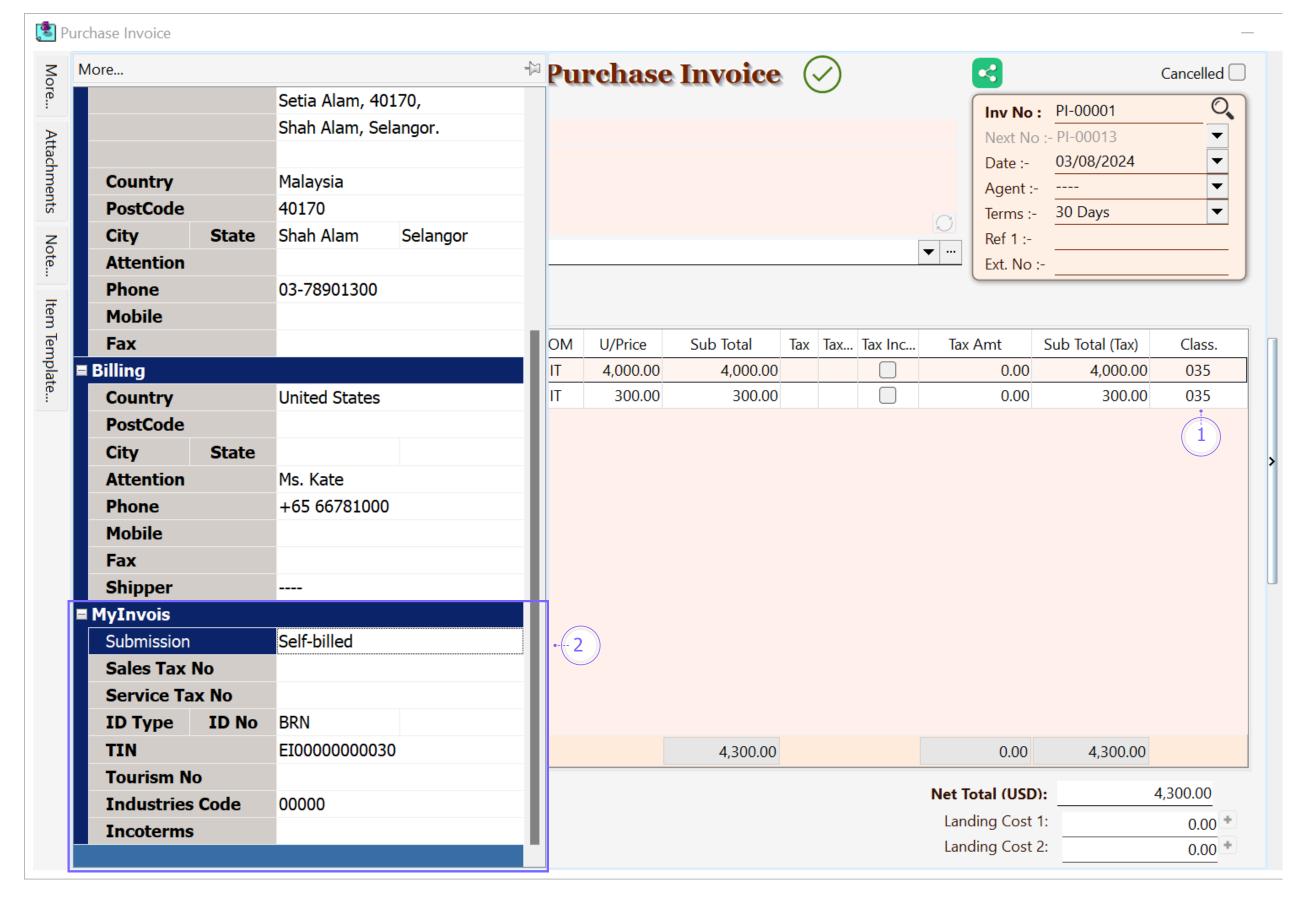
Supplier | Maintain Supplier



	SQL	LHDN
1 & 2	Company Name	Seller's Registration / Identification Number / Passport Number
3	Sales Tax / Service Tax No	Seller's SST Registration Number
4	Supplier TIN  Malaysian Businesses  Click search to obtain the supplier's TIN number, eliminating the need to request it from the Supplier  For Foreign Businesses  Click the down arrow to select the default TIN provided by LHDN in SQL.	Seller's TIN

### PURCHASE INVOICE

### Purchase | Purchase Invoice



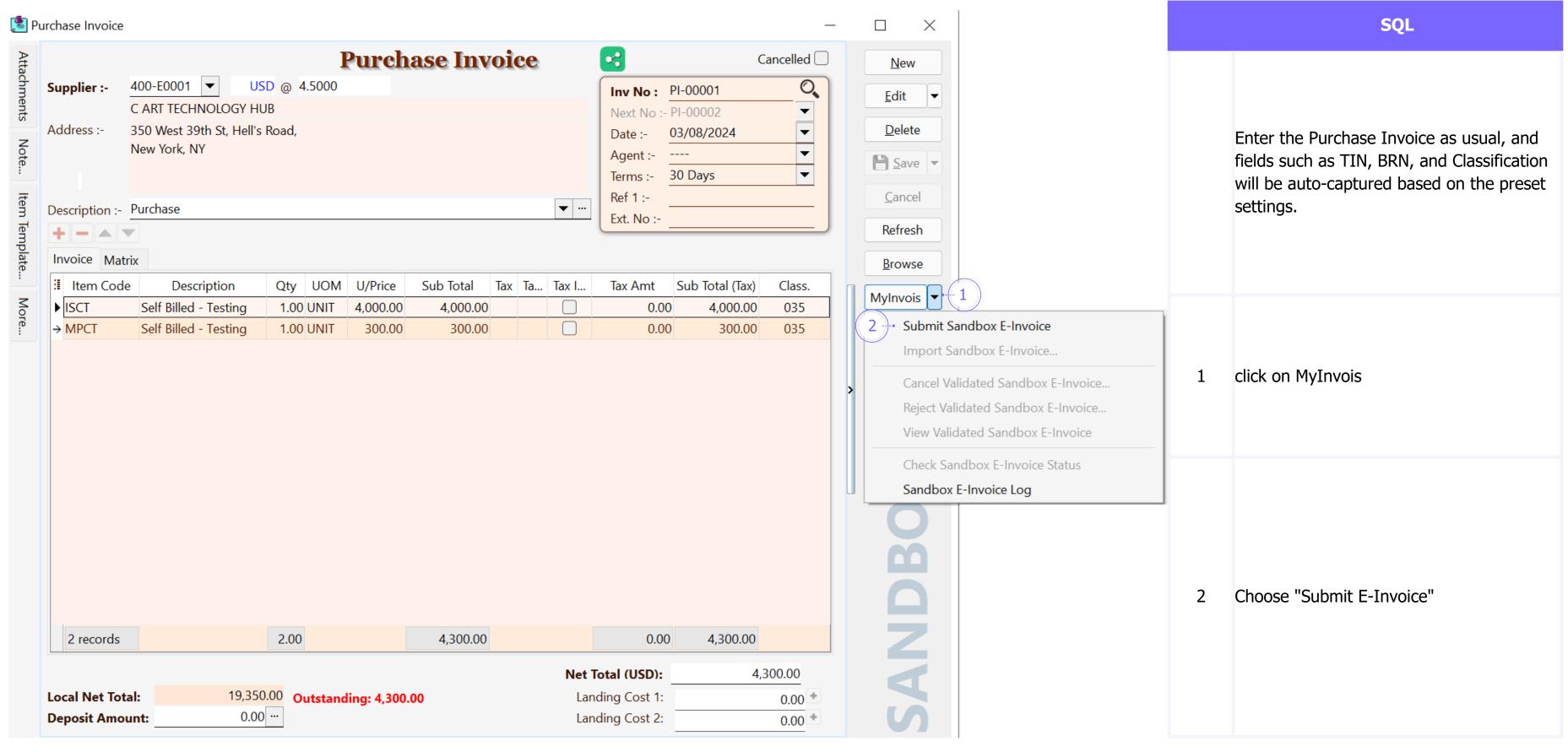


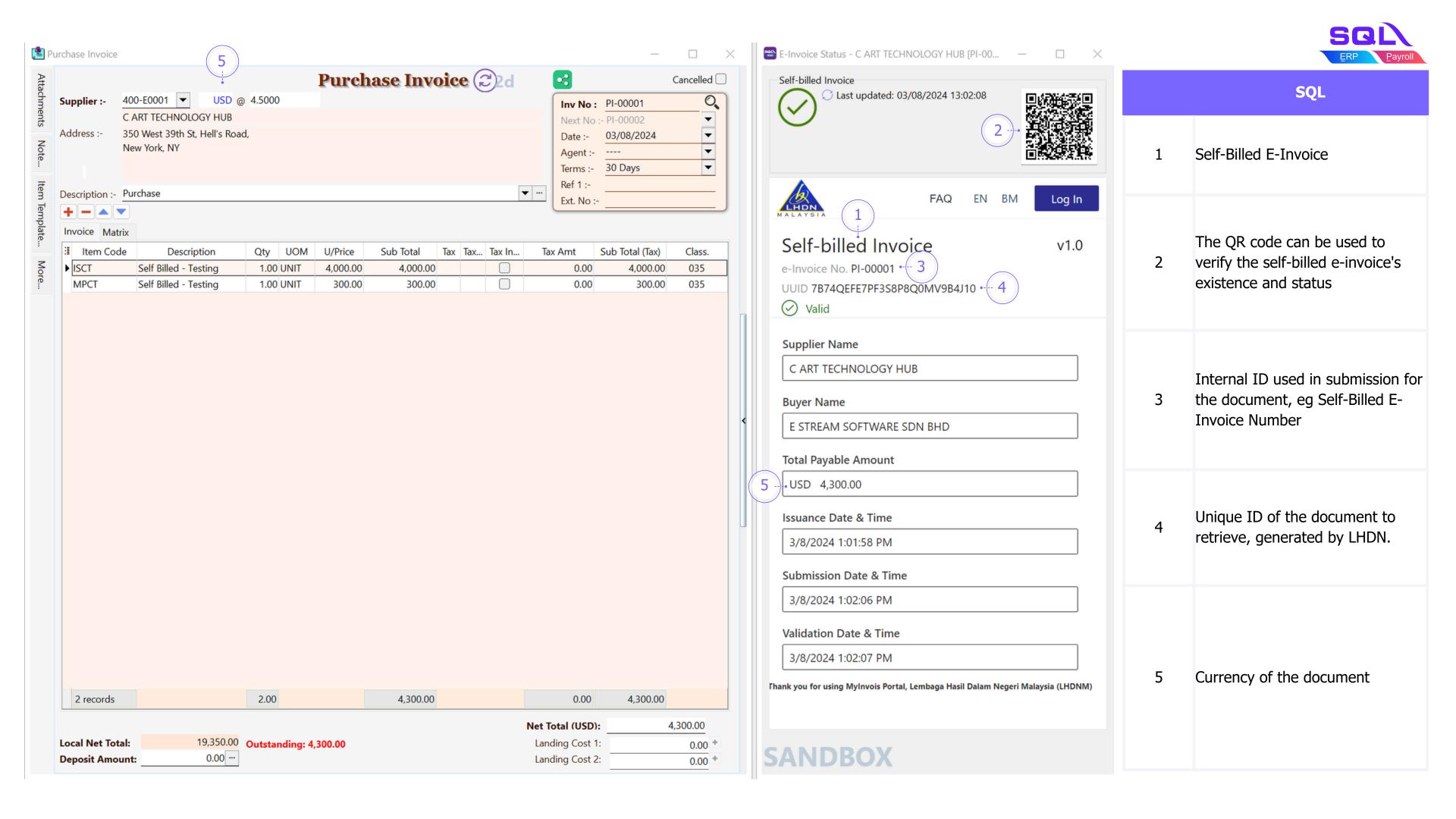
### SQL Issue Purchase Invoice as usual The classification will be automatically captured based on the Maintain Supplier settings, but you can amend it here if you wish to make changes. All the mandated fields pre-set in Maintain Supplier will be captured automatically. Under the "More" panel, you can still edit various details, including the Submission, BRN, TIN, MSIC, Incoterms & etc

## PURCHASE INVOICE



Purchase | Purchase Invoice





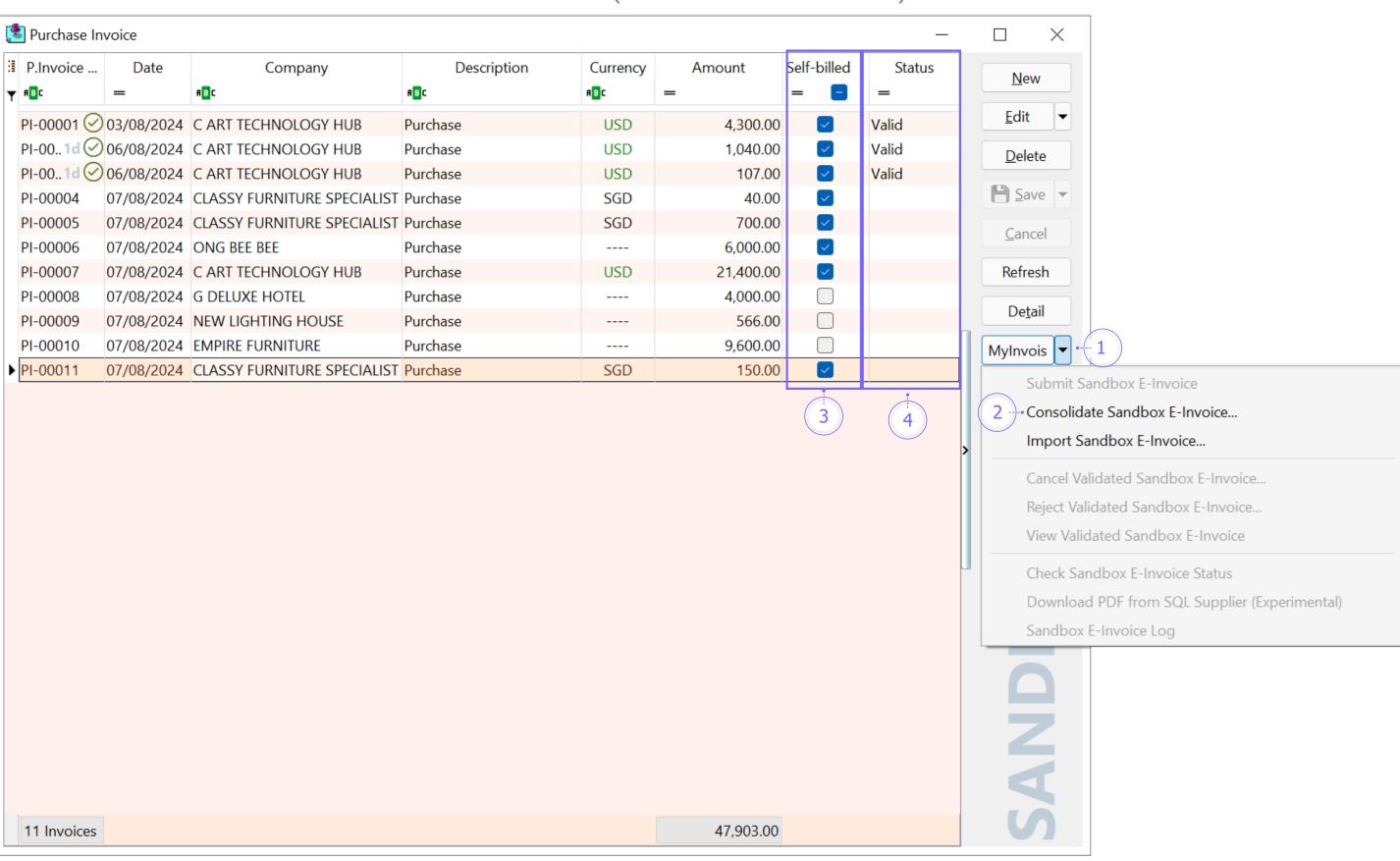
## CONSOLIDATED SELF-BILLED E-INVOICE



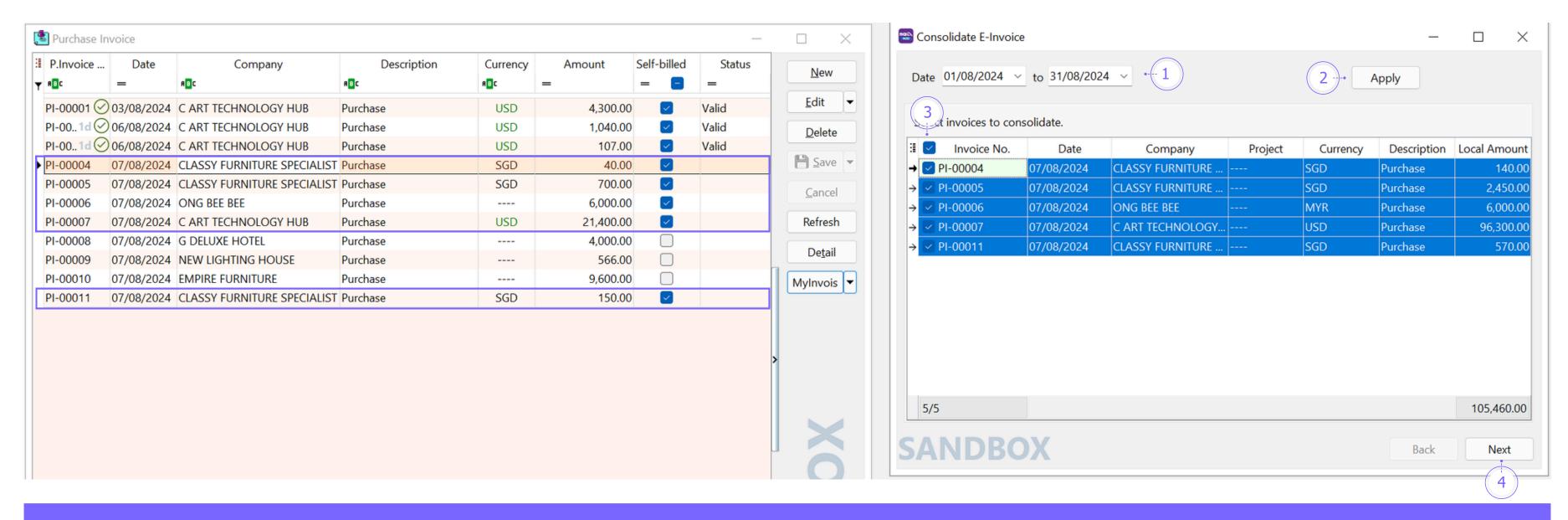
### PURCHASE INVOICE



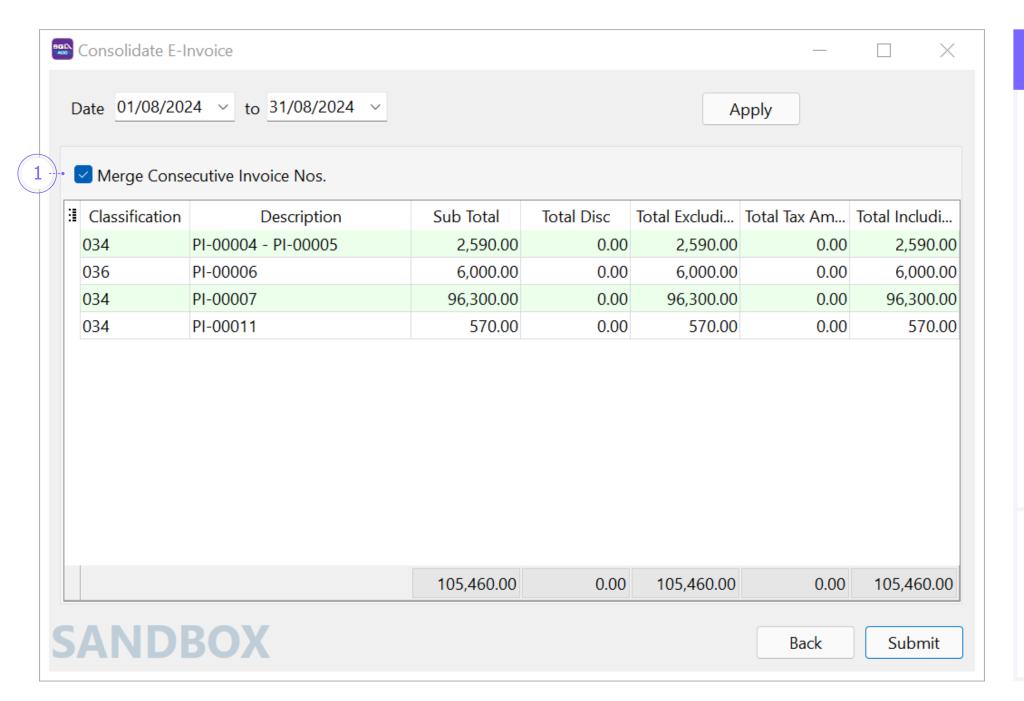
Purchase | Purchase Invoice (Browse Form)

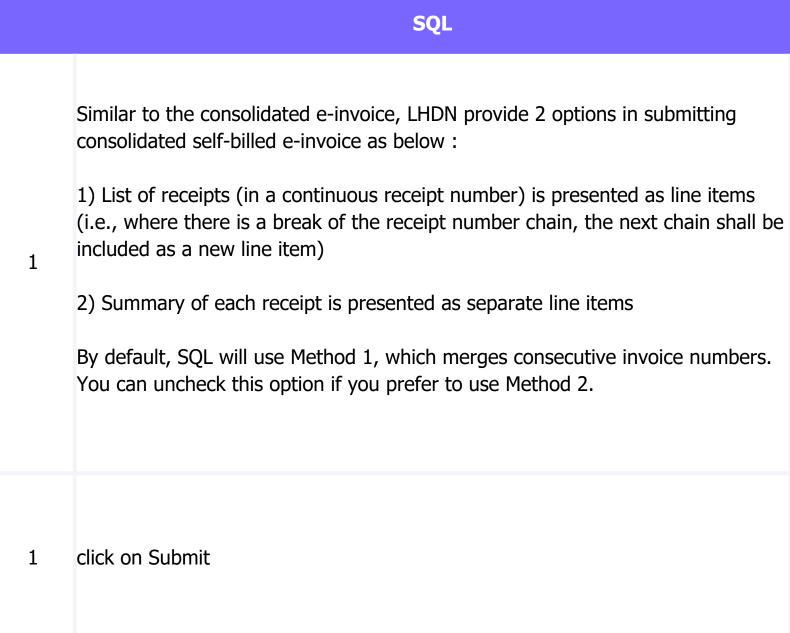


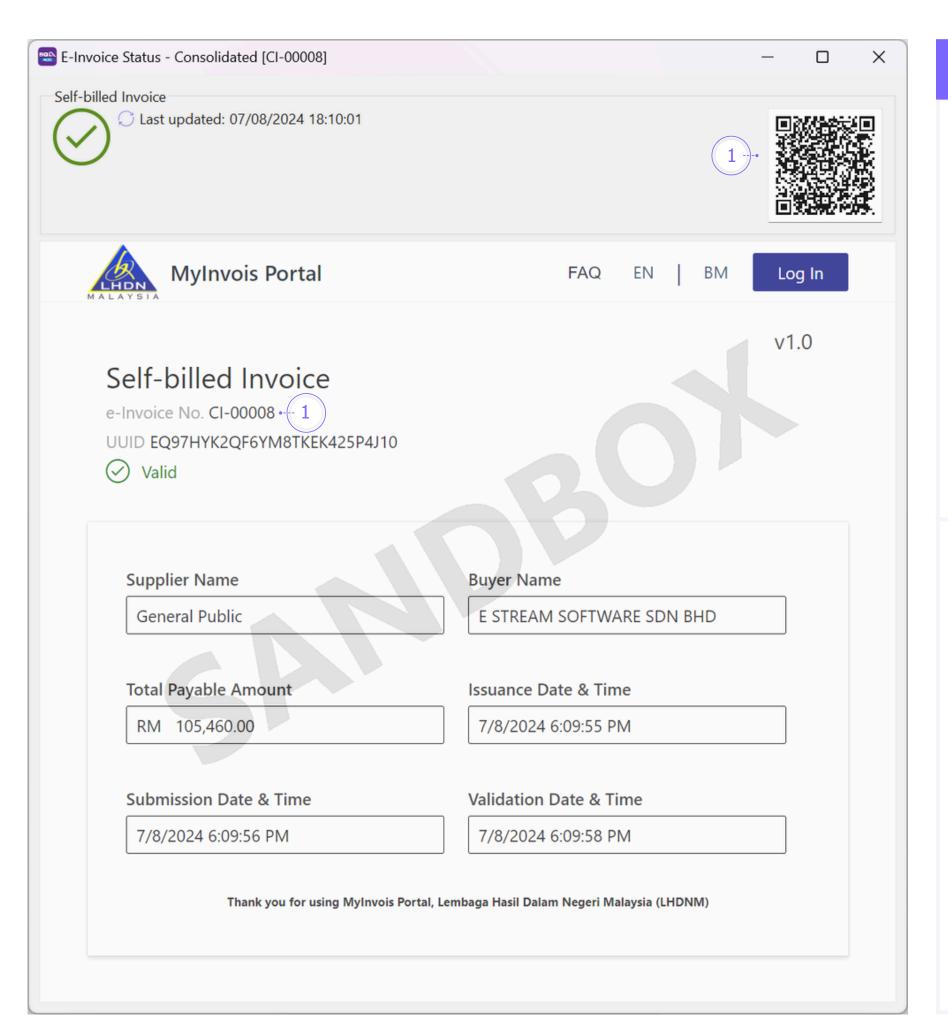
	SQL
	Purchase Invoice   Browse Form
1	click on MyInvois
2	Choose "Consolidate E-Invoice"
3	The system will generate the consolidated self-billed e-invoice if the Self-Billed column is checked and the status is blank.

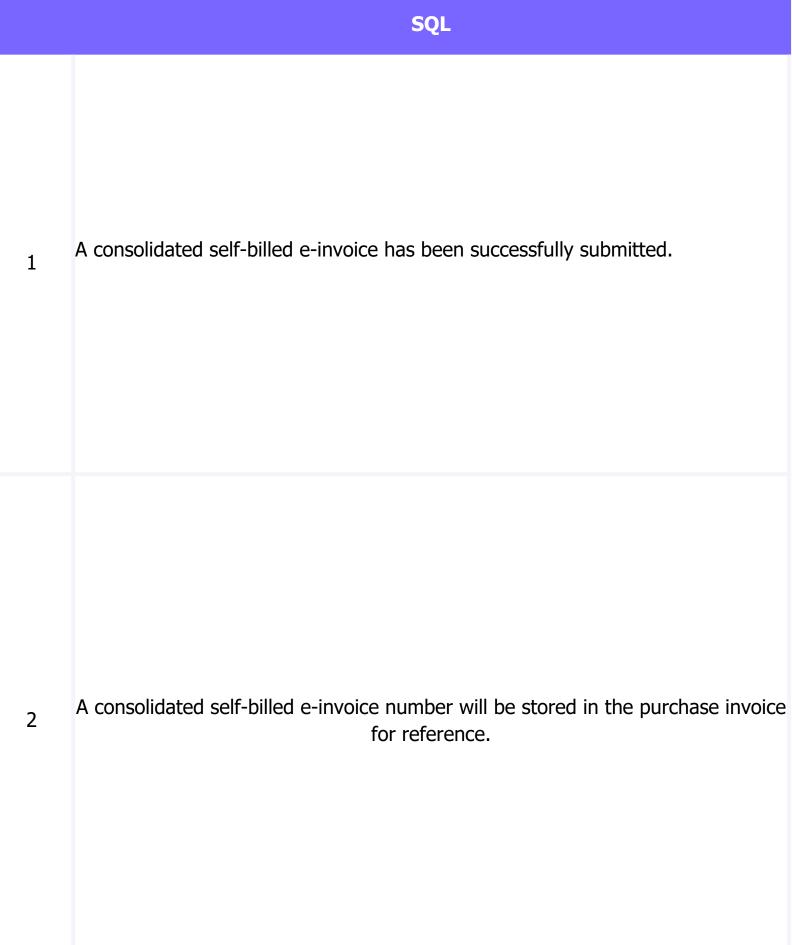


	SQL Control of the second of t
1 & 2	Choose the date range, click Apply for generating a consolidated self-billed e-invoice.  The system will create the consolidated self-billed e-invoice if the Self-Billed column is checked and the status is blank
3	system will default "Check All" to submit all the consolidated self-billed e-invoices. You can also individually check or uncheck specific invoices submit them later
4	Once done, click "Next."









## IMPORT SUPPLIER INVOICES

Effortlessly import supplier invoices from MyInvois portal to SQL, no matter what software or manual MyInvois from your suppliers use.

Simply click "Import e-Invoice," and SQL system will automatically retrieve all supplier billed invoices from the LHDN MyInvois Portal and post them directly to your SQL system. This feature eliminates the need for manual entry of purchase invoices, saving you time and reducing errors.



#### Invoice v1.1

UUID: E987DR21F9BWGCZH1V176P4J10

Internal ID: 200879900503

Issuance Date: 7/8/2024 6:29 PM

Submission Date: 7/8/2024 6:30 PM

Validation Date: 7/8/2024 6:30 PM

Status: O Vali

Currency Code & Exchange Rate: RM 0.00

Supplier TIN: C24050894070



Supplier (from)	
Name	TIN
EXXX_XXXXDN BHD	C24050894070
ID Type/Number	SST Registration Number
BRN/200801024110	B16-1809-32001103
Tourism Tax Registration	E-Mail
Number	DESMOND@SQL.COM.MY
N/A	
Malaysia Standard Industrial	Contact Number
Classification (MSIC) Code	03000000681
58201	
Business Activity Description	
Software	
Address	
B-08-07 & B-08-08.I SOVO @ I-	CITY IAI AN PERSIADAN

MULTIMEDIA, SEKSYEN 7,40000, SHAH ALAM, SELANGOR

Buyer (to)	
Name	TIN
CORIDOR PERKASA SDN BHD	C23163180040
D Type/Number	SST Registration Number
3RN/200801039992	NA
Contact Number	E-Mail
0129321033	
Address	
NO 1, SETIA ALAM,40170, SHAI	

Line Items								* All Cu	rency: RM		
lassification Name/ Code	Description of Product or Service	Unit Price	Subtotal	Total Tax Amount	Quantity	Unit of measurement code and name	Total Excluding Tax	Total Discount per Line Item	Total Charges/Fees per Line Item	Product Tariff Code	Country of Origin
Others/022	SOFTWARE	1,899.00	1,899.00	<b>A</b> 0.00	1.00	Set	1,899.00	0.00	0.00		
m Total Ta	x Amount: 0.00	0									
Тах Туре	Number of U	Jnits Rate	Per Unit	Rate		Tax Amount					
Not Applicable	e 0.00	0.00		0%		0.00					
									Total Tax Amo	unt (RM)	0.00
									Total Net Amo	unt (RM)	1,899.00
									Total Excluding	Tax (RM)	1,899.00
									Total Including	Tax (RM)	1,899.00
								Pi	re-Payment Amo	unt (RM)	0.00

### Internal ID: 200879900503

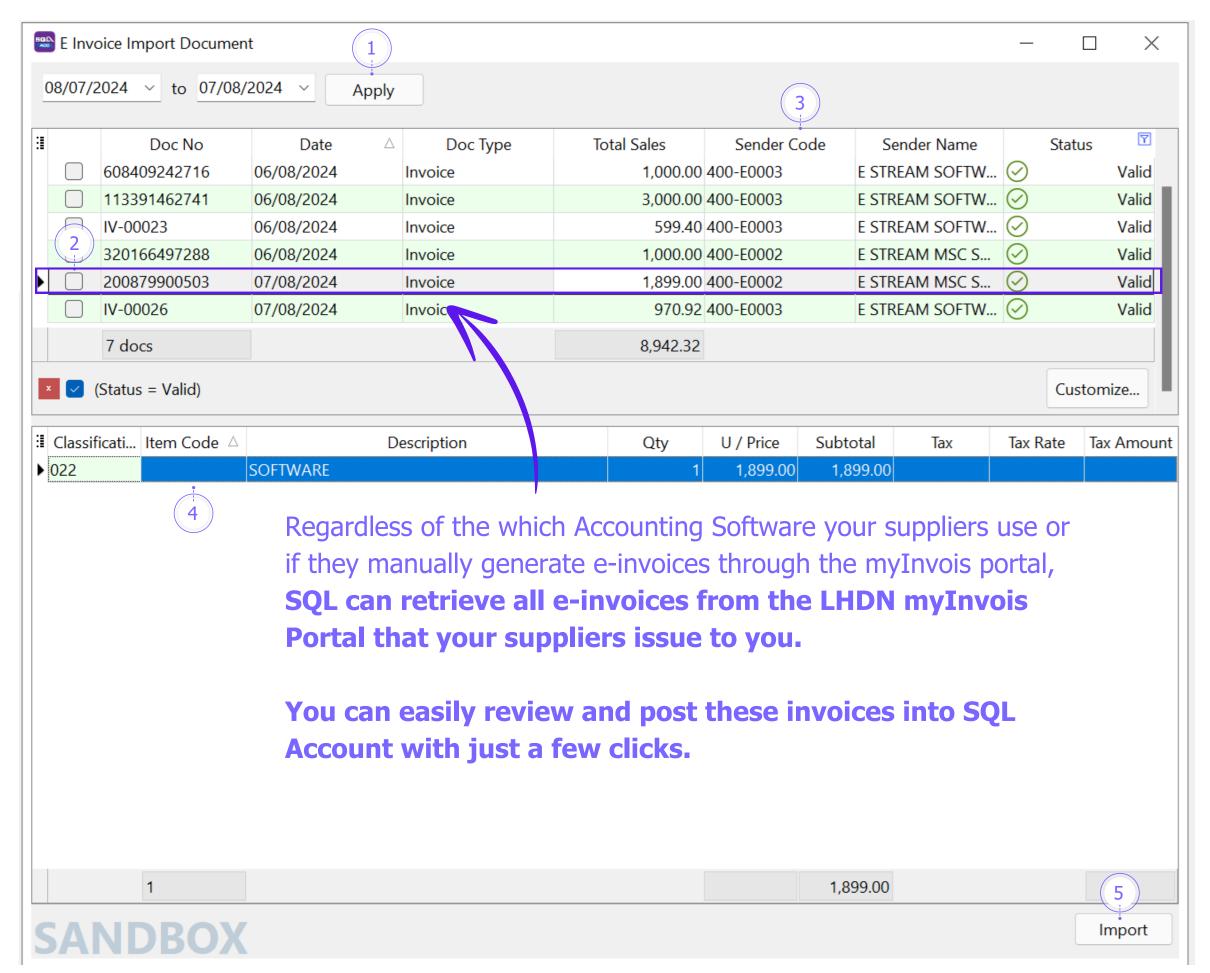
"Here's an example:

The supplier issues the e-invoice through manual Mylnvois portal and bills you.

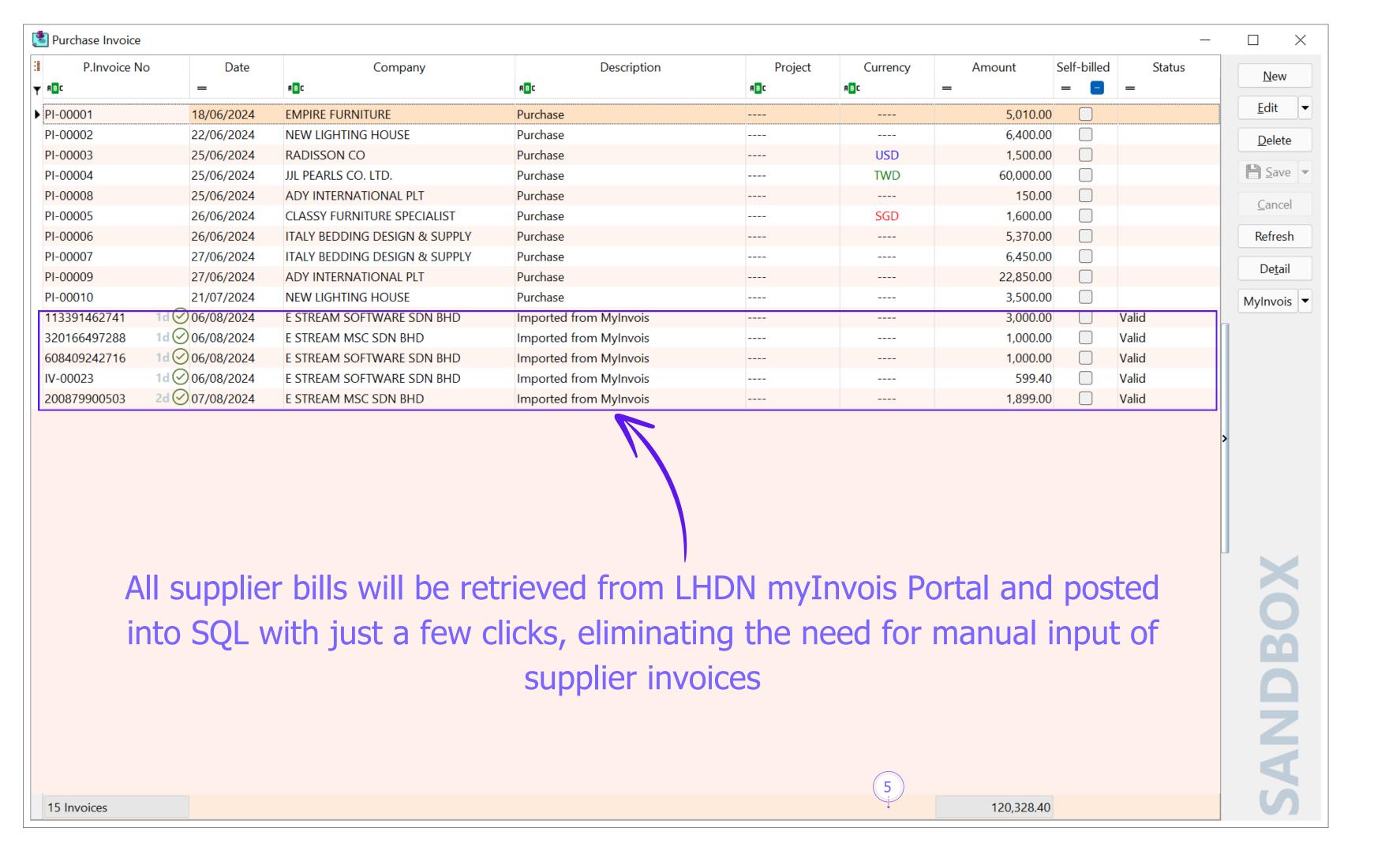
Keep the Internal ID (Document Number: 200879900503) in mind;

We'll show you how to automatically retrieve and import this document into your SQL in next slide.

Navigate to Purchase Invoice, Cash Purchase, Purchase Debit Note, or Purchase Return. Click the myInvois button and select "Import E-Invoice"



	SQL
1	Choose the date range and click "Apply."
2	Choose the supplier bills you want to post to your SQL Purchase Invoice.
3	The sender (supplier) will be automatically selected if your maintain supplier records have the supplier's TIN updated. Alternatively, you can manually choose the supplier name here.
4 & 5	If you are using stock control, you can also map your item codes so that the SQL system updates your stock inventory. Proceed by clicking "Import"

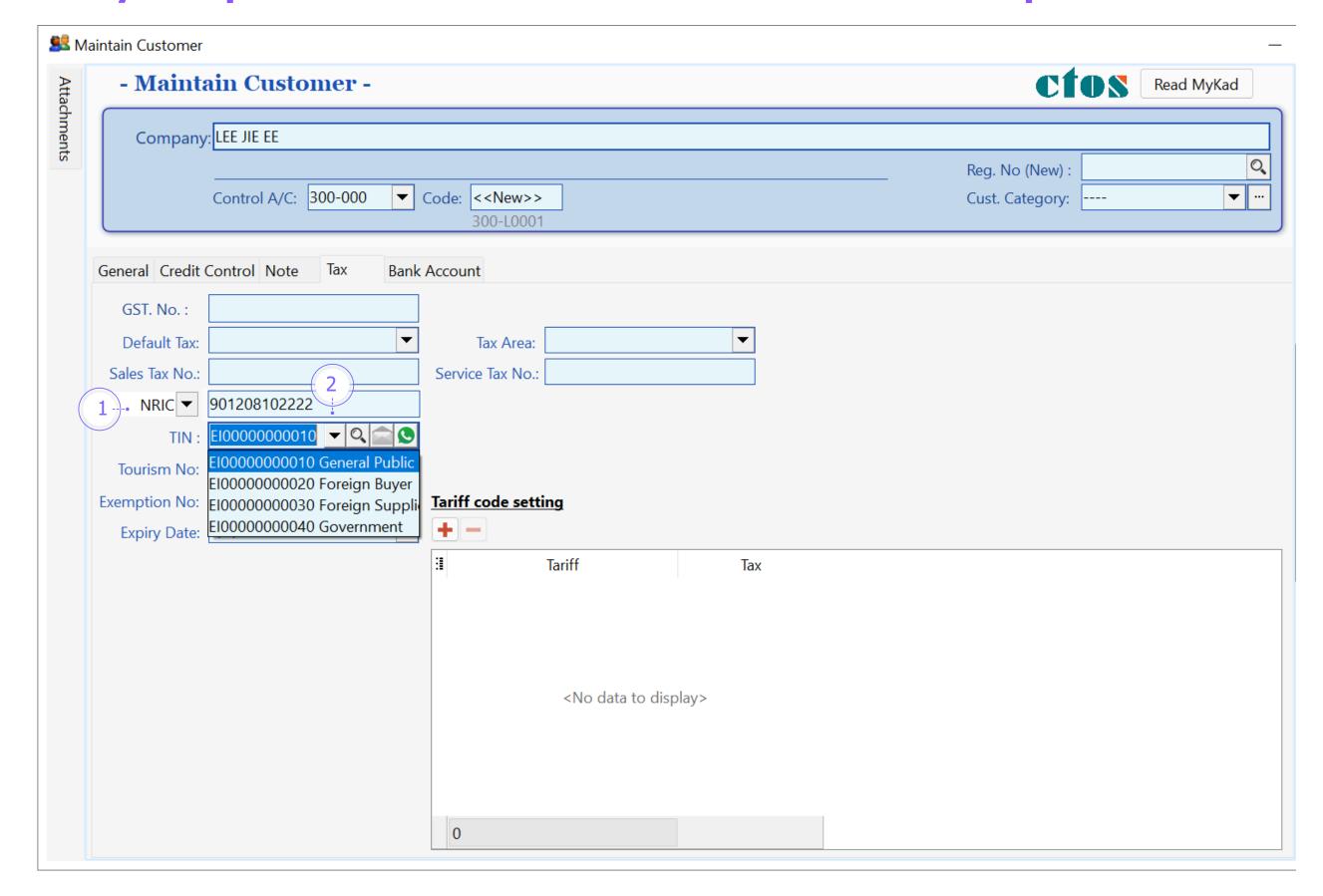


## FAQ





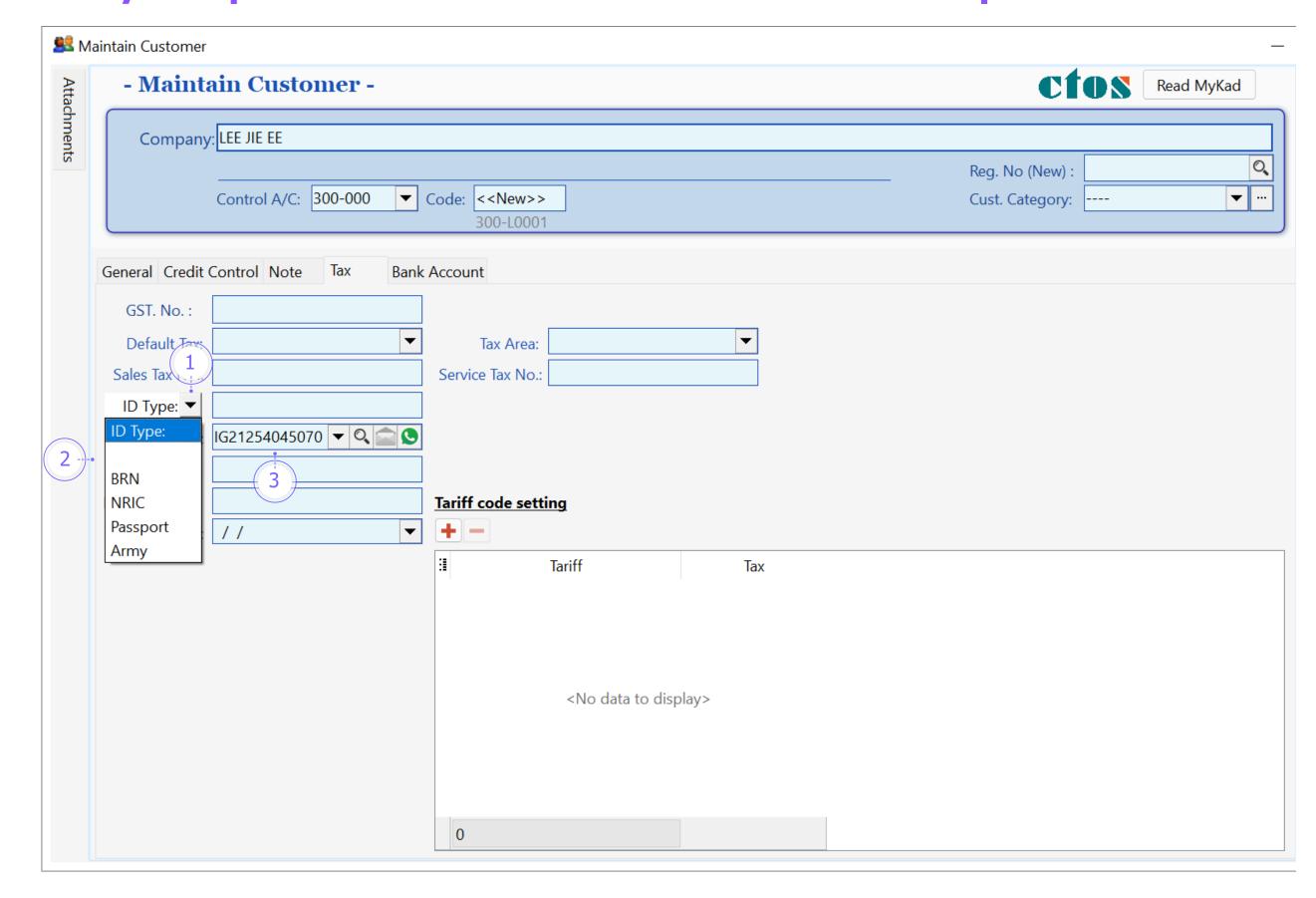
### Buyer provided NRIC, but did not provide TIN



	SQL
Step:	Customer   Maintain Customer   Tax
1	Type: select NRIC, input the NRIC
2	TIN is required to fill in. Click the arrow to select "General Public's TIN."



### Buyer provided TIN, but did not provide NRIC



	SQL
Step :	Customer   Maintain Customer   Tax
1 & 2	ID type remains "Blank," you do not need to select any of the options.
3	Enter the TIN number provided by the buyer.

## THANK YOU

Not an SQL user yet?

Get a free demo by visiting www.SQL.com.my



