

# Navigating E-Invoicing Implementation for Travel & Hospitality Industry

Organized by MATTA Academy

## DATE & VENUE

16 DECEMBER 2024 (MONDAY)

TO BE ADVISED (PENANG)

17 DECEMBER 2024 (TUESDAY)

NEXUS BANGSAR SOUTH, KUALA LUMPUR

18 DECEMBER 2024 (WEDNESDAY)

AMARI, JOHOR BAHRU

20 DECEMBER 2024 (FRIDAY)

THE WATERFRONT HOTEL, KUCHING SARAWAK

21 DECEMBER 2024 (SATURDAY)

PACIFIC SUTERA, KOTA KINABALU SABAH

## DURATION

09:00 AM - 01:00 PM

## PRICE

RM300 (MATTA & MALAYSIAN TOURISM FEDERATION MEMBERS)  
RM500 (NON-MEMBERS)

## INTRODUCTION

The Income Tax Act 1967 had introduced the mandatory requirement by all business entities to implement the e-Invoicing. The implementation of e-Invoicing is intended to support Malaysia's digital economy growth and aims to improve the efficiency of business operation and government tax administration.

Understanding the scope of e-Invoice, the technological transmission mechanism will help taxpayer to implement the e-Invoice process more effectively. This event covers both general operational transactions and specific industries transactions for travel and hospitality industry.

### Course Objectives and Benefits

- Understanding the scope of e-Invoice
- Understanding the exemptions
- Implement the transmission mechanism
- Identify types of e-Invoice
- Understanding the required fields
- Implementing general operational transactions
- Specific industries transactions for travel and hospitality industry

### Methodology

- PowerPoint presentation
- A highly interactive learning session with Trainer
- Discussions and Q&A
- Frequently Asked Questions and Specific Response by LHDN
- Latest E-Invoicing Guidelines

### Who Should Attend The Seminar:

- Travel Agency Owners/Directors
- Hotel and Resort Managers
- Tour Operators (Inbound and Outbound)
- Cruise Operators
- Ticketing Agents
- Account Executives
- Finance Managers
- Chief Financial Officers (CFOs)

### Steps to register :

1. Scan QR Code
2. Fill in the required information in the form.
3. Make payment to MATTA Academy Sdn Bhd.
4. A confirmation email will be sent by the organizer accordingly.



# Our Trainers



**DR TAN THAI SOON**  
[DBA, MSC, FCTIM, FMIM, MIPA]

Dr. Tan is the Managing Director of TST Consulting Group and the founder of the Asian Institute of Knowledge Management. With over 20 years of experience in management consulting and taxation, he specializes in offering consulting and training on taxation, company law, corporate governance, financial management, knowledge management, and innovation. Dr. Tan has provided training on behalf of the Malaysian Institute of Accountants (MIA) and other professional bodies. He holds a Doctor of Business Administration from the University of Newcastle, Australia, and is a Fellow Member of the Chartered Tax Institute of Malaysia (CTIM), the Malaysian Institute of Management (MIM), and a member of the Institute of Public Accountants (MIPA). Additionally, he is an Approved Tax Agent, Certified Financial Planner, Registered Financial Planner, and a Registered Trust and Estate Practitioner.

Datuk Tan is an experienced tax practitioner and auditor, with over 30 years of expertise in the industry. In 2015, Datuk Tan co-authored the GST Navigator for the Travel Industry Manual, a book designed to provide tour agents, particularly small and medium operators, with essential information to navigate the newly implemented tax. He is a member of the Malaysian Institute of Accountants, Malaysian Institute of Certified Public Accountants, a Fellow Member of the Chartered Tax Institute of Malaysia and the Institute of Internal Auditors Malaysia. He is also a Chartered Hotel Administrator.



**DATUK TAN KOK LIANG**  
[CA (M), CPA (M), FCTIM, CHA, CMIIA]

## Module of Seminar

Aims to provide comprehensive training and support to travel agencies with a structured seminar and budget - that aligns with the needs of the industry for the successful implementation of e-invoicing.

### 01

**Scope of E-Invoice:**

- What is E-Invoice?
- Benefits to taxpayers
- Type of transactions
- Implementation timeline
- Revenue determinant

### 02

**Types of exemptions:**

- Ruler and ruling chief, consort of a ruler, and consular offices and diplomatic
- Government, state government and local authority
- Individual not doing business
- Revenue below RM150,000

### 03

**Transmission mechanism:**

- MyInvois Portal
- API-Taxpayer's system
- API-Peppol
- API-Middleware

### 04

**Type of E-Invoice transactions:**

- Invoice
- Credit note
- Debit note
- Refund note

### 05

**Required field:**

- Party and contact details
- Invoice details & unique ID no
- Product & service details
- Payment information & additional field

### 06

**General operational transactions:**

- Disbursement & reimbursement
- Perquisites & benefits
- Profit distribution & dividend
- Currency exchange rate
- Cross border transaction
- Foreign income

### 07

**Specific Industries transactions:**

- Airline operator
- Travelling agent
- Tour operator/guide
- Hotel/resort
- Online Platform

### 08

**Type of E-Invoice transactions:**

- MyInvois portal
- Configuration of Company Profile
- Configuration of Customer Profile
- Configuration of Supplier Profile
- Classification Code Setting
- E-Invoice Template

