

Dear Dealer,

We are here to assist you to submit and claim the rebate of GST eVoucher RM1,000 to SME Corp. Below are the steps and documents which are compulsory required and comply while sending your GST e-Voucher claim to eStream Software Sdn Bhd and we will submit them to SME Corp. Failed to comply with the steps listed below or missing information in the form or missing one of the document required, it will caused rejection by SME Corp after submission. Therefore, appreciate if you could pay attention and prepare all the necessary documents to us in order to smooth the process in claiming rebate of RM1,000 to SME Corp.

Steps

- 1) Forward the SME Corp Confirmation of Installation & Training Form to whom (your customer) has confirmed purchase & upgrade of SQL GST Software and want to claim rebate of eVoucher RM1,000. Please check and ensure all the column are filling up, company stamp and sign by customer. (Please find enclosed of SME empty form and sample of SME form for your references).
- 2) Issue Invoice (reseller's own invoice with actual sales amount) to customer with indication of eVoucher rebate of RM1,000, company stamp and sign by customer (see attached sample of both new case & upgrade GST module invoice for your ref).
- 3) Issue Official Receipt to customer with indication of eVoucher RM 1,000 and eVoucher serial number (see attached sample of official receipt).

Documents required:

- 1) SME Corp Confirmation of Installation & Training Form (completed filling up by customer)
- 2) Reseller original Invoice to customer
- 3) Reseller original Official Receipt to customer
- 4) e-Voucher

After you have completed all of above 4 documents and then by normal POS service to following address (Don't use courier as interrupt our job when they deliver) :

eStream Software Sdn Bhd
32, 1st Floor, Jalan Tiara 4,
Bandar Baru Klang,
41150 Klang,
Selangor Darul Ehsan.
Attn: eVoucher Process Department

=====

Important message share with you:

SME corp is taking an audit action to contact individual customer for verification of value of software they have purchased. The SME audit team will call end user to verify

- 1) Software Purchase Amount (Actual amount as per invoice submitted)
 - 2) Payment Amount (Vendor should not collect full amount , must rebate full RM 1000 to end user , not allow to charge any processing fee to end user)
 - 3) GST version upgraded & training done.
 - 4) Must say "1 eVoucher claim 1 software. 2 eVoucher claim 2 software."
- eVoucher will void / invalid if any of the 3 questions above answered by your customer is "No"

We will notify you if there is additional requirement from SME corp. Once again thank you for your continue support and confident in SQL Accounting Software. Shall you have any inquiry on above, please do not hesitate to contact me.

Vincci Yong
eVoucher Processing Unit
eStream Software Sdn Bhd
Hp: 016 3368 077