

## Bootcamp #6

### 8 Langkah Kurangkan Rasa Takut Urus Cukai

Senarai Semak/ Checklist Langkah Urus Cukai

#### FORMULA P.O.W.E.R. T.A.X.

|          | Perkara yang perlu diselesaikan               | Tindakan                                                                     |
|----------|-----------------------------------------------|------------------------------------------------------------------------------|
| <b>P</b> | <b>Percaya Kepada Solution</b>                | Objektif/ Solution yang nak dicapai:<br><br>1.<br><br>2.<br><br>3.           |
| <b>O</b> | <b>Organise Documents &amp; Details</b>       | Tertunggak?<br>Belum pernah submit?<br>Terima surat arahan/ denda/<br>saman? |
| <b>W</b> | <b>Work with Capable &amp; Trusted People</b> | Terus ke LHDN?<br>Lantik Agen Cukai?                                         |

|          |                                         |                                                                                                                                                                            |
|----------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>E</b> | <b>Execute with Speed &amp; Support</b> | <p>Pegawai LHDN?</p> <p>Agen Cukai?</p> <p>Dokumen?</p> <p>1.</p> <p>2.</p> <p>3.</p>                                                                                      |
| <b>R</b> | <b>Ready Berdepan Lembaga</b>           | <p>Maklumat pegawai LHDN:</p> <p>1. Nama penuh</p> <p>2. Nama jawatan &amp; jabatan</p> <p>3. Lokasi pejabat</p> <p>4. No telefon beserta no sambungan</p> <p>5. Email</p> |
|          |                                         |                                                                                                                                                                            |
| <b>T</b> | <b>Tax Berkeadaan Baik, Bisnes Naik</b> | <p>Apa perlu up-to-date?</p> <p>Cukai Peribadi:</p> <p>Cukai Bisnes:</p> <p>Cukai Kastam:</p>                                                                              |

|          |                                             |                                                                                                       |
|----------|---------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>A</b> | <b>Avoid Repeating Same Mistake</b>         | <p>Deadline yang perlu dipatuhi?</p> <p>Borang BE</p> <p>Borang B</p> <p>Borang C</p> <p>Borang E</p> |
| <b>X</b> | <b>eXperience the Process &amp; Journey</b> | <p>Paling BEST?</p> <p>Paling sukar?</p> <p>Paling mudah?</p>                                         |