

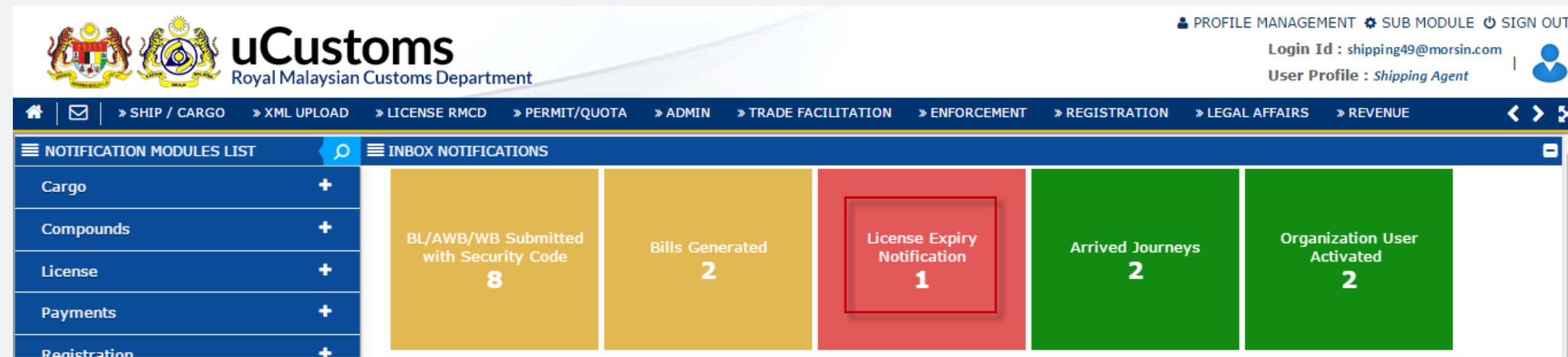
License Renewal Application Process



Login as Shipping agent/Forwarding agent

Message showed there are a number of **License Expiry Notification** for expiry license through the system.

Click at the **number**



The screenshot displays the uCustoms Royal Malaysian Customs Department interface. The top navigation bar includes links for PROFILE MANAGEMENT, SUB MODULE, and SIGN OUT. The user is logged in as 'shipping49@morsin.com' with a 'Shipping Agent' profile. The main dashboard shows a 'NOTIFICATION MODULES LIST' on the left and 'INBOX NOTIFICATIONS' on the right. The 'INBOX NOTIFICATIONS' section contains six cards: 'BL/AWB/WB Submitted with Security Code' (8), 'Bills Generated' (2), 'License Expiry Notification' (1), 'Arrived Journeys' (2), and 'Organization User Activated' (2). The 'License Expiry Notification' card is highlighted with a red border.

| Notification Module | Count |
|--|-------|
| BL/AWB/WB Submitted with Security Code | 8 |
| Bills Generated | 2 |
| License Expiry Notification | 1 |
| Arrived Journeys | 2 |
| Organization User Activated | 2 |

Inbox message showed a list of application request for renewal of license.

Click at the **reference number** given.

| ☰ INBOX | | | | ☐ |
|---------|--|---------------------|---|---|
| From | Subject | Received Date | Reference | |
| RMCD | License CSA000086 will expire in 60 days. Please request for Renewal of License. | 01-10-2018 00:49:01 |  CSA000086 | |

Page 1 Of 1 Total 1 Item(s) Items per list 10 ▼

The **APPLICATION FOR LICENSE** form appears. Click on Request for Renewal button

APPLICATION FOR LICENSE STATUS : **ACTIVATED**

| | | | |
|-----------------------|--|---------------------|-----------------------|
| Temporary License No. | GEN-TMP-10-2018-000156 | Requested Date | * 24-09-2017 |
| License No. | CSA000086 | Applicant Name | ALLY |
| License Category | * EJEN KASTAM | License Name | EJEN PERKAPALAN |
| Application Station | * B18 B18-PELABUHAN BARAT, SELANGOR | Applied State | SELANGOR |
| Company Name | LQ NETWORK SDN. BHD. | BRN | 220990K |
| ID Type | <input type="radio"/> NRIC No. <input checked="" type="radio"/> Passport No. | NRIC / Passport No. | 455666 |
| Contact Person Name | ALLY | Email Id | shipping49@morsin.com |
| Mobile Number | +60 1234568 | Telephone Number 1 | +60 34567894 |
| Designation | DIRECTOR | | |
| Applicant Remarks | | | |
| Address | NO. 8, JALAN KENNEDY | | |

[Update License](#) [Print License](#) [Print Acknowledgment](#) [Request for Renewal](#) [Back](#)

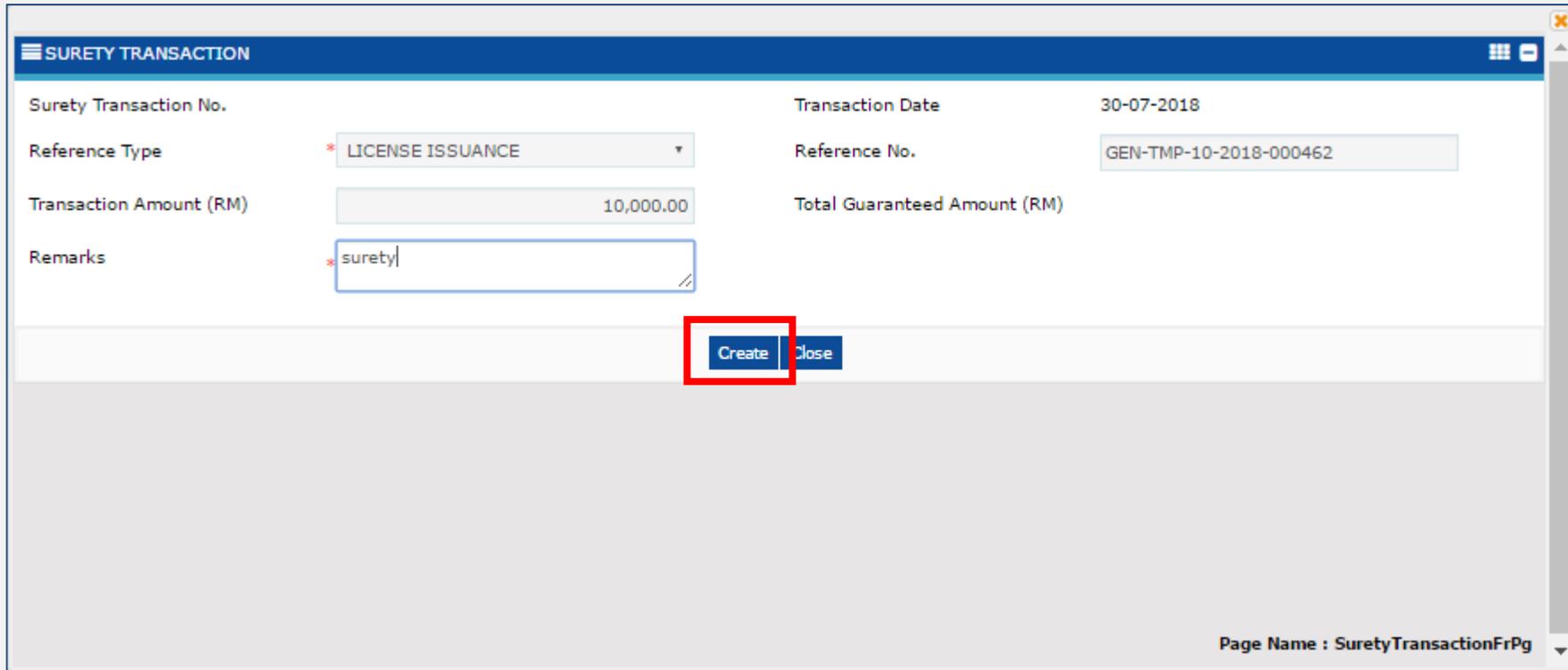
Renewal Request Details appear. Key in Renewal Remarks before **click** at “**create**” button at the bottom of the page.

RENEWAL REQUEST DETAILS STATUS : **NEW**

| | | | |
|--------------------------|-------------|----------------------------------|-------------|
| Request No. | | License No. | * CSA000086 |
| Requested Date | 22-10-2018 | Renewal Date | |
| Surety Amount (RM) | 10,000.00 | | |
| Renewal Validity | 12 Month(s) | | |
| License Renewal Fee (RM) | 0.00 | Late Renewal Penalty Amount (RM) | 0.00 |
| Renewal Remarks | * | | |

Create **Back**

Next, go to “**Surety Details**”. Fill in the required fields * and click “**Create**” button.



The screenshot shows a web application window titled "SURETY TRANSACTION". The form contains the following fields and values:

| Field | Value |
|------------------------------|------------------------|
| Surety Transaction No. | |
| Transaction Date | 30-07-2018 |
| Reference Type * | LICENSE ISSUANCE |
| Reference No. | GEN-TMP-10-2018-000462 |
| Transaction Amount (RM) | 10,000.00 |
| Total Guaranteed Amount (RM) | |
| Remarks * | surety |

At the bottom of the form, there are two buttons: "Create" and "Close". The "Create" button is highlighted with a red rectangular box.

Page Name : SuretyTransactionFrPg

The **SURETY TRANSACTION DETAILS** section appears below. Click on the “**associate**” button to associate with the surety number.

SURETY TRANSACTION

| | | | |
|-------------------------|-------------------------------|------------------------------|------------------------|
| Surety Transaction No. | SUR-B18-07-2018-000033 | Transaction Date | 30-07-2018 |
| Reference Type | * LICENSE ISSUANCE | Reference No. | GEN-TMP-10-2018-000462 |
| Transaction Amount (RM) | 10,000.00 | Total Guaranteed Amount (RM) | |
| Remarks | * surety | | |

SURETY TRANSACTION DETAILS

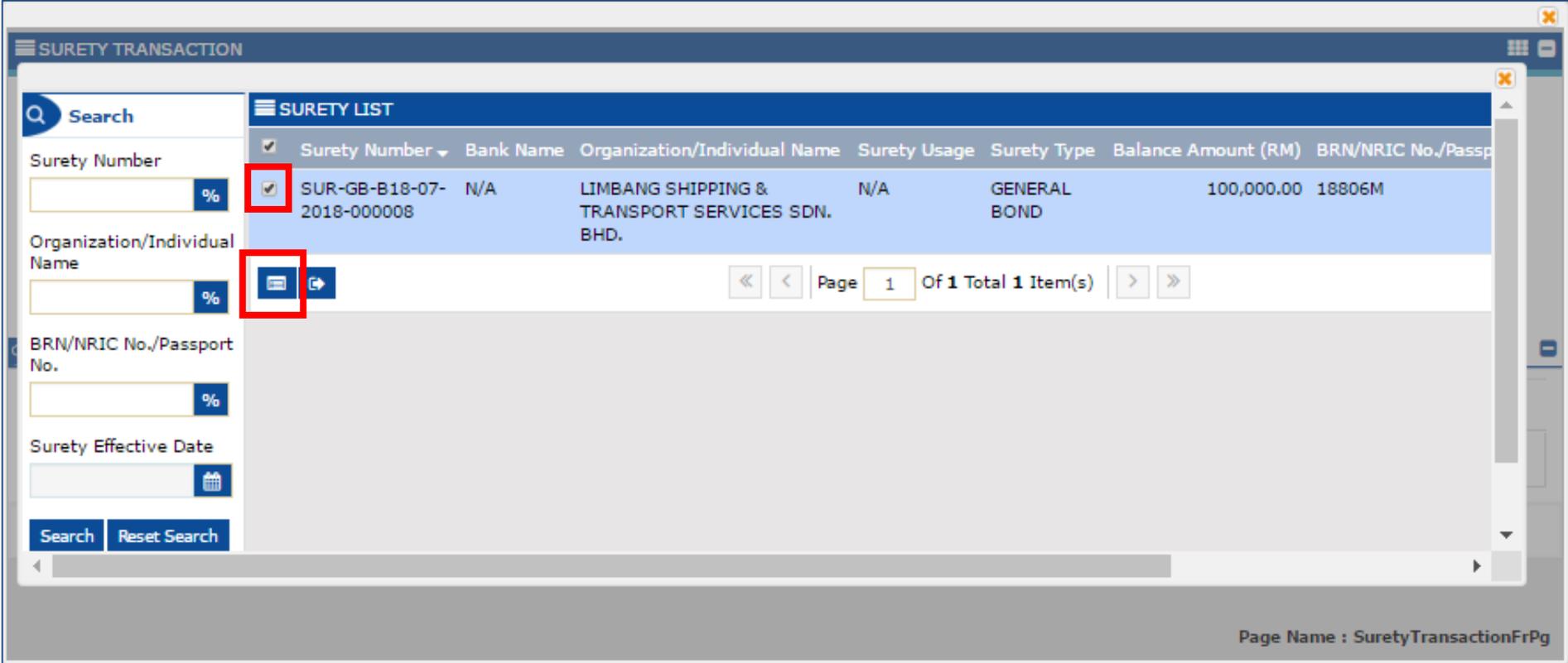
NO RECORDS AVAILABLE



Save Close

Page Name : SuretyTransactionFrPg

The **SURETY LIST** appears. Select on the **checkbox** under the surety list and click “**Save Selection**” icon button.



The screenshot displays the 'SURETY TRANSACTION' application interface. On the left, there is a search panel with fields for 'Surety Number', 'Organization/Individual Name', 'BRN/NRIC No./Passport No.', and 'Surety Effective Date'. The main area shows a 'SURETY LIST' table with the following data:

| Surety Number | Bank Name | Organization/Individual Name | Surety Usage | Surety Type | Balance Amount (RM) | BRN/NRIC No./Passp |
|---|-----------|---|--------------|--------------|---------------------|--------------------|
| <input checked="" type="checkbox"/> SUR-GB-B18-07-2018-000008 | N/A | LIMBANG SHIPPING & TRANSPORT SERVICES SDN. BHD. | N/A | GENERAL BOND | 100,000.00 | 18806M |

Below the table, there are navigation controls: '<<', '<', 'Page 1 Of 1 Total 1 Item(s)', '>', '>>'. A 'Save Selection' icon (a blue square with a white document and arrow) is highlighted with a red box. At the bottom right, the page name is 'Page Name : SuretyTransactionFrPg'.

On the **SURETY TRANSACTION DETAILS** section, enter the **Guaranteed Amount** field. Click “Save”.

SURETY TRANSACTION

Surety Transaction No. **SUR-B18-07-2018-000033** Transaction Date 30-07-2018

Reference Type * LICENSE ISSUANCE Reference No. GEN-TMP-10-2018-000462

Transaction Amount (RM) 10,000.00 Total Guaranteed Amount (RM)

Remarks * surety

SURETY TRANSACTION DETAILS

| No. | Surety Number | Surety Type | Balance Amount (RM) | Guaranteed Amount (RM) |
|-----|---------------------------|--------------|---------------------|------------------------|
| 1 | SUR-GB-B18-07-2018-000008 | GENERAL BOND | 100,000.00 | 10,000 |

Save **Close**

Page Name : SuretyTransactionFrPg

The system navigates back to **RENEWAL REQUEST DETAILS** form and click **“Submit”** button.

RENEWAL REQUEST DETAILS STATUS : **CREATED**

| | | | |
|--------------------------|-------------------------------|----------------------------------|-------------|
| Request No. | GEN-RNW-10-2018-000030 | License No. | * CSA000086 |
| Requested Date | 22-10-2018 | Renewal Date | |
| Surety Amount (RM) | 10,000.00 | | |
| Renewal Validity | 12 Month(s) | | |
| License Renewal Fee (RM) | 0.00 | Late Renewal Penalty Amount (RM) | 0.00 |
| Renewal Remarks | * Renewal | | |

[Save](#) [Submit](#) [Back](#)

The status of the application form changes to **SUBMITTED**.

| RENEWAL REQUEST DETAILS | | STATUS : SUBMITTED | |
|-----------------------------|-------------------------------------|----------------------------------|--------------|
| Request No. | GEN-RNW-10-2018-000030 | License No. | * CSA000086 |
| Requested Date | 22-10-2018 | Renewal Date | |
| Surety Amount (RM) | 10,000.00 | Renewal Validity | 12 Month(s) |
| Exact Date | <input checked="" type="checkbox"/> | License Validity End Date | * 21-10-2019 |
| License Validity Start Date | * 22-10-2018 | Late Renewal Penalty Amount (RM) | 0.00 |
| License Renewal Fee (RM) | 0.00 | | |
| Renewal Remarks | Renewal | | |

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Now **Shipping Agent/Forwarding Agent** can log in to the system to check their status of license application.

Message showed that there are a number of **Approved License Renewal Request(s)**.

Click at the **number**.

The screenshot displays the uCustoms web application interface. At the top left, the uCustoms logo and 'Royal Malaysian Customs Department' are visible. On the top right, there are navigation links for 'PROFILE MANAGEMENT', 'SUB MODULE', and 'SIGN OUT', along with the user's 'Login Id : shipping49@morsin.com' and 'User Profile : Shipping Agent'. A dark blue navigation bar contains various menu items: SHIP / CARGO, XML UPLOAD, LICENSE RMCD, PERMIT/QUOTA, ADMIN, TRADE FACILITATION, ENFORCEMENT, REGISTRATION, LEGAL AFFAIRS, and REVENUE. Below this is a 'NOTIFICATION MODULES LIST' sidebar with expandable sections for Cargo, Compounds, License, Payments, and Registration. The main area shows 'INBOX NOTIFICATIONS' with five colored cards: 'BL/AWB/WB Submitted with Security Code' (8, 119 days ago), 'Bills Generated' (2), 'License Expiry Notification' (0), 'Approved License Renewal Request(s)' (1, highlighted with a red box), and 'Activated Surety' (2).

| Notification Module | Count | Additional Info |
|--|-------|-----------------|
| BL/AWB/WB Submitted with Security Code | 8 | 119 days ago |
| Bills Generated | 2 | |
| License Expiry Notification | 0 | |
| Approved License Renewal Request(s) | 1 | |
| Activated Surety | 2 | |

Inbox message showed the License Renewal Request has been approved and license application is renewed.

Click at the **reference number** given.

| ☰ INBOX | | | | ☐ |
|--------------------------|--|------------------------|--|---|
| From | Subject | Received Date | Reference | |
| RMCD - ABT Department | License Renewal Request GEN-RNW-10-2018-000030 has been approved and License Application CSA000086 is renewed. | 22-10-2018 15:35:51 |  GEN-RNW-10-2018-000030 | |

APPLICATION FOR LICENSE page below showed the Status of **RENEWAL APPROVED**.

| RENEWAL REQUEST DETAILS | | STATUS : RENEWAL APPROVED | |
|-----------------------------|-------------------------------------|----------------------------------|--------------|
| Request No. | GEN-RNW-10-2018-000030 | License No. | * CSA000086 |
| Requested Date | 22-10-2018 | Renewal Date | 22-10-2018 |
| Surety Amount (RM) | 10,000.00 | Renewal Validity | 12 Month(s) |
| Exact Date | <input checked="" type="checkbox"/> | License Validity End Date | * 21-10-2019 |
| License Validity Start Date | * 22-10-2018 | Late Renewal Penalty Amount (RM) | 0.00 |
| License Renewal Fee (RM) | 0.00 | Penalty Payment Reference No. | |
| Payment Reference No. | | | |
| Renewal Remarks | Renewal | | |
| Approval Remarks | Approved | | |

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Page Name : LicenseRenewalRequestFrPg

THANK YOU

