

e-Lodgement is a facility offered by SSM to enable the lodgement or filing of company and business statutory documents electronically.

■ STEPS TO USE THE SSM e-LODGE MENT

1 User must have e-mail address, mykad and internet line.

2 Go to website www.ssm.com.my or www.malaysia.gov.my and click e-Lodgement icon.

3 Click '**Register**' for registration as a PSP (Public Service Portal)/myGovernment Portal user.

4 Follow e-mail instruction from PSP (admin@portal.gov.my) to activate **User ID** and **Password**

5 Register as a **SSM Subscriber**.

6 Please follow the instruction shown on the screen according to service required.

Click "myHome" to check on submission status. Application result will be notified via e-mail.

System Requirements :

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|-----------------|--|
| Computer | Pentium III processor and above 256 MB of memory and above 50 MB of hard disk space and above Broadband Internet connection |
| Software | Adobe Reader 4.0 |
| Others | Printer & scanner |