



A. MAKLUMAT PEMOHON / APPLICANT INFORMATION

Nama/ Name : _____ No. Staf /Staff No. : _____
No. Kad Pengenalan/ Identification Card No. : _____ PTj/Department : _____
No. Tel. (Pej.) /Tel. No. (Office) : _____ No. Tel. (H/P)/ Tel. No (Mobile) : _____

B. KEBENARAN POTONGAN GAJI / PERMISSION OF SALARY DEDUCTIONS

Saya membenarkan gaji bulanan saya dipotong bagi maksud ansuran bayaran *ZAKAT/PCB mulai bulan _____ tahun _____ seperti maklumat berikut:

*I authorised my monthly salary to be deducted for the purpose of *ZAKAT/MTD installments starting month _____ year _____ such as the following information:*

MAKLUMAT POTONGAN BULANAN/ MONTHLY DEDUCTIONS INFORMATION

KATEGORI / CATEGORY		AMAUN BAYARAN ZAKAT DAN PCB/ ZAKAT AND MTD'S PAYMENT AMOUNT				
1. PCB ditukar sepenuhnya kepada ZAKAT / MTD fully converted to ZAKAT	<input type="checkbox"/>	Sila tandakan <input type="checkbox"/> dalam kotak di sebelah jika ingin memilih kategori ini. Amaun potongan zakat akan ditentukan oleh Jabatan Bendahari berdasarkan Jadual PCB, LHDN. <i>Please tick <input type="checkbox"/> in the box provided if you want to select this category. The amount of zakat deduction will be determined by the Bursar's Department based on the MTD table, IRBM.</i>				
KATEGORI / CATEGORY	POTONGAN BARU / NEW DEDUCTION			POTONGAN TAMBAHAN / ADDITIONAL DEDUCTION		
	ZAKAT	PCB / MTD	JUMLAH / TOTAL	ZAKAT	PCB / MTD	JUMLAH / TOTAL
2. ZAKAT dan PCB / ZAKAT and MTD						
3. ZAKAT sahaja / ZAKAT only						
4. PCB sahaja / MTD only						

C. NIAT MEMBAYAR ZAKAT (berniatlah semasa mengisi borang ini) / **INTENTION (NIAT) TO PAY ZAKAT** (recite your niat when completing this form)

Inilah wang sebanyak RM _____ (setahun) sebagai menunaikan zakat (*Pendapatan/Emas/Simpanan/Perniagaan/ Saham/KWSP) yang wajib atas saya dibayar secara ansuran bagi tahun berakhir _____ kerana Allah Ta'ala.

*Here is the amount of money RM _____ (per year) as a fulfillment of zakat (*Income/Gold/Savings/Business/ Shares/EPF) which is obligatory upon me paid in installments for the year ended _____ because of Allah the Almighty.*

Tandatangan / Signature : _____

Tarikh / Date : _____

D. PANDUAN & CONTOH / GUIDELINE & EXAMPLE

KATEGORI/CATEGORY	PCB/MTD	ZAKAT	JUMLAH POTONGAN/ TOTAL OF DEDUCTIONS
1. PCB ditukar sepenuhnya kepada ZAKAT / MTD fully converted to ZAKAT	PCB dikenakan RM500 / Existing MTD = RM500	Bayaran PCB sebanyak RM500 akan ditukar sepenuhnya kepada Zakat / MTD payment of RM500 will be fully converted into Zakat	Zakat = RM500, PCB/MTD = RM0
2. a) Zakat < PCB / Zakat < MTD	PCB dikenakan RM500 / Existing MTD = RM500	Zakat dikehendaki RM200 / RM200 pay to Zakat	Zakat = RM200, PCB/MTD = RM300
b) Zakat > PCB / Zakat > MTD	PCB dikenakan RM500 / Existing MTD = RM500	Zakat dikehendaki RM400 / RM400 pay to Zakat	Zakat = RM400, PCB/ MTD = RM100
c) Zakat = PCB / Zakat = MTD	PCB dikenakan RM500 / Existing MTD = RM500	Zakat dikehendaki RM250 / RM250 pay to Zakat	Zakat = RM250, PCB/ MTD = RM250
3. Zakat sahaja / Zakat only	Tiada kaitan antara zakat dan PCB / No relation between Zakat and MTD	Zakat dikehendaki RM300 / RM300 is payable for Zakat	Zakat = RM300
4. PCB sahaja / MTD only	PCB sedia ada = RM500 ingin dinaikkan kepada RM700 / Existing MTD = RM500 Applicant want to increase to RM700.00	Tiada kaitan antara zakat dan PCB / No relation between Zakat and MTD	PCB/ MTD = RM700
	Jumlah keseluruhan PCB bagi kategori ini tidak boleh kurang daripada jumlah yang ditetapkan dalam Jadual PCB, LHDN. / The total amount of MTD for this category cannot be less than the prescribed amount in the MTD table, IRBM.		

Nota: (*) potong mana yang tidak berkenaan. / **Note:** (*) Delete whichever is not applicable