



NEFFUL (MALAYSIA) SDN BHD (200601007191)(AJL931652)

妮芙露 (馬來西亞) 私人有限公司

KUALA LUMPUR

UBN BANKING HALL,
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E: customer@nefful.com.my

SARAWAK

G & 1st, Sublot 22, Lot 12248,
Trinity Hub, Jalan Datuk Tawi Sli,
93250, Kuching, Sarawak
T: (60) 82-545-588 F: (60) 82-545-599

PENANG

G-13-1 & G-13-2, Lorong Bayan Indah 1,
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AUTHORIZATION LETTER FOR COLLECTION OF COMMISSIONS

代領獎金委託書

Name of Applicant 申請人姓名	Distributor No. (Applicant) 申請人編號	Contact No. 聯絡電話
Name of Authorized Party 委託人姓名	Distributor No. (Authorized Party) 委託人編號	Contact No. 聯絡電話
The Cheque is payable to 支票抬頭		

Commission Collection Arrangement (Select one option) 獎金領取次數 (請擇一勾選)			
<input type="checkbox"/> Outstanding Amount (One-time) 目前餘額 (單次)	<input type="checkbox"/> Outstanding & Monthly in the future 目前餘額及以後每個月份		
Collection Method (Select one option) 領取方式 (請擇一勾選)			
<input type="checkbox"/> Normal Cheque 普通支票	<input type="checkbox"/> Cash Cheque (only available collect at Kuala Lumpur Office) 現金支票 (只限于吉隆坡公司領取)		
Collection Venue (Select one option) 領取地點			
<input type="checkbox"/> Self-Collection 自取	<input type="checkbox"/> Kuala Lumpur office 吉隆坡公司	<input type="checkbox"/> Sarawak office 砂拉越公司	<input type="checkbox"/> Penang office 檳城公司

I hereby authorize a third party to manage all commissions related matters, including collect my commissions payout, commissions statement, taxation issues, etc. I shall undertake all liabilities and indemnity and hold Nefful International harmless against all legal or taxation claims, damages, losses and liabilities incurred to the Company as a result of releasing my commissions as instructed hereof.

本人同意授權委託人處理一切有關本獎金事務之權限，包括代領獎金支票、獎金明細取得、稅務問題聯繫等，若發生任何法律上或稅務上之爭議或損失，本人願自行負責，特立此委託書為憑。

Important Notes 注意事項
1. Applicable for distributors who are citizens or permanent residents Malaysia or a foreigner with holds a valid passport. Commissions payout will be in the form of normal cheque or cash cheque. 具有馬來西亞國籍/馬來西亞永久居民/持有有效護照之外籍人士使用。獎金將以普通支票或現金支票方式撥出。
2. Applicant must attach Malaysia identity card (MyKad) / MyPR / his/her valid passport copy with this form. The attachment must show the passport number and passport holder's signature. 申請人須附上馬來西亞身份證(MyKad)影本/馬來西亞永久居民身份證(MyPR)影本/有效期限內之護照影本。影本必須顯示護照號碼和護照持有人簽名之頁，方為完整。
3. Cheque will be prepared on the 10 th and 20 th of every month. 於每月10日及20日可開支票。
4. An administrative fee of MYR5.00 shall apply to every cheque requisition, deductible from commission earnings. If cheque is lost or expired, the applicant shall undertake all costs involved and the relevant legal responsibilities. 每張馬幣支票手續費為MYR5.00，由獎金中扣除。過期或遺失導致重開，申請人需自行承擔所有銀行費用及相關法律責任。
5. All cash cheques must be withdrawn at Maybank, Jalan P.Ramlee Branch (opposite KL Office) with identity documents shown for verification. 所有現金支票須持身分證明文件到馬來亞銀行，比南利路分行(吉隆坡公司對面)取出現金。
6. Incomplete application form and/or non-submission of passport copy will not be processed. Only original copy of application form is accepted. 表格不完整或未附上身分證或護照影本恕不受理。本表格只接受正本。

Signature of Applicant | 申請人簽名

Signature of Authorized Party | 委託人簽名

FOR OFFICIAL USE ONLY | 公司專用

Remarks 備註					
Registered countries/regions by Applicant 申請人已登錄之國家/地區	<input type="checkbox"/> Taiwan 台灣	<input type="checkbox"/> USA 美國	<input type="checkbox"/> Hong Kong, China 中國香港	<input type="checkbox"/> Malaysia 馬來西亞	<input type="checkbox"/> Singapore 新加坡

Staff In-Charge | 經辦人

Head of Department | 部門主管

Accounts Department | 財務部