



Types of Remittance & Requirements

Outward Remittance

Trade	
Type of Remittance	Required Documents
Trade (Normal TT)	• Remittance Application Form • Tha Ka Form • Sale Contract /Purchase Order • Import License (IL) • Import Declaration / Release Order Notification • By Sea – (A) (B/L) – (B) Delivery Order of MPA Copy (D/O) • By Air – Airway Bill • By Road – Cargo Receipt/ Truck Bill • Invoice • Packing list • Approved Letter from related Government Ministry) (if required)

Non-Trade

Purpose of Remittance	Required Documents
Must Provide	• Remittance Application Form • Form A
Package Tour Service	• Tour schedule include of per person package cost • Invoice • Withholding Tax • Package Tour Service Flyer
- Annual License Fee - Software Fee - Consultancy Fee - Other General Service Charges	• Agreement (OR) Contract • Payment Schedule • Withholding Tax slip or undertaking letter for WH • Invoice
- Salary - Family Support - Card Replenishment	• Employment Contract • Income Tax slip or undertaking letter for income tax • Appointment Letter (or) Pay Slip • NRC (or) Passport Copy and VISA Copy • Household registration list (for Myanmar) or Undertaking letter for relationship (if transfer family support to Family Member) • Marriage Certificate or Undertaking letter for relationship (if transfer Family Support to spouse or family member) • Spouse or Family member NRC or Passport if transfer Family Support to spouse or Family Member

- School Fee - Examination Fee - Seminar Fee	• Request undertaking Letter confirmation of transfer for school fees • Acceptance Letter from School • Invoice with School's Letter Head • Bank Detail of School Account Name and Account Number • Passport Copy • VISA Copy • NRC Copy • Census Copy
- Loan - Interest	• Apply Letter (With Company Letter head) to FEMD • CBM Approval Letter for loan with updated Repayment Loan and Interest detail repayment schedule • Loan Agreement / Contract • Repayment Loan and Interest detail schedule • Withholding Tax Slip
Dividends (Investment / Capital)	• CBM Approval Letter for the payment of Dividends or Investment/Capital • Agreement / Contract • Clearance Payment Detail related Documents • MIC permit (Myanmar Investment Commission) if the company is under MIC • DICA (Directorate of Investment and Company Administration) • Approval from DICA • Clearance Income and Expenditure (Profit and loss) • Financial Statement of Audit Certificate • Withholding Tax Slip

- Investment - Capital - Equity (Redemption and Liquidation)	• Report to CBM (Oversea Bank Statement) • CBM Approval Letter • Approval from DICA • Agreement / Contract • Clearance Payment Detail related Documents • MIC (Myanmar Investment Commission) if Company is Under MIC • DICA (Directorate of Investment and Company Administration) • Clearance Income and Expenditure • Financial Statement of Audit Certificate • Withholding Tax Slip
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Remark - "Need CBM FESC Approval for All Non-Trade Outward TT Payment".