

PERSONAL FINANCING-i ACCEPTANCE CHECKLIST

Name of Applicant : _____

NRIC : □□□□□□ - □□ - □□□□

(to submit documents to Post Approval Unit, Fulfillment, Lending Operations, Level 14, Tower 1, Wisma AmFirst, Jalan Stadium SS 7/15, 47310 Petaling Jaya, Selangor)

NO.	PART A : REQUIREMENTS
1.	<input type="checkbox"/> Applicant is working with Government or selected Statutory Bodies/ Government Linked Companies (GLCs)
2.	<input type="checkbox"/> The Organisation has Biro Perkhidmatan Angkasa code
3.	<input type="checkbox"/> Permanent Staff – length of service is 3 months and above [with the exception of medical doctor]
4.	<input type="checkbox"/> Applicant is NOT a temporary / contract staff
5.	<input type="checkbox"/> Participation in ASB + PF Combo: Yes / No AMWIN NM Ref. No. _____
6.	New to Salary Deduction Under Biro Perkhidmatan Angkasa (BPA) [only if applicable] <input type="checkbox"/> Face-to-Face interview with the applicant at his/her workplace <input type="checkbox"/> Opening of AmBank Islamic/AmBank savings/current account
NO.	PART B : COMPULSORY DOCUMENTS
1.	<input type="checkbox"/> 1 original Borang Rujukan MCCM Resources Sdn Bhd [Referral Form] [only if applicable and signed by applicant]
2.	<input type="checkbox"/> 1 original Borang Permohonan [Application Form] [signed by applicant, applicant's HOD and Marketing Executive/ Agent]
3.	<input type="checkbox"/> Borang BPA 1/79- [signed by applicant & witnessed by Marketing Executive (section 2), signed by applicant's HOD (section 3)] [1 original & 1 photocopy] – ONLY APPLICABLE TO MDS/BRANCH SALES OR <input type="checkbox"/> SPGA Booking Confirmation Printout – ONLY APPLICABLE TO MCCM REFERRAL
4.	<input type="checkbox"/> 1 original Borang AntiSogokan dan AntiRasuah [signed by applicant & witnessed by Marketing Executive/Agent]
5.	<input type="checkbox"/> 1 original set Perjanjian Am [General Agreement] [signed by applicant & witnessed by Marketing Executive/Agent]
6.	<input type="checkbox"/> 1 original Aqad Form of Reducing Term Takaful (RTT) from AmMetLife Takaful Berhad [signed by applicant & witnessed by Marketing Executive/Agent with his/her rubber stamp] <input type="checkbox"/> 1 photocopy Aqad Form of Reducing Term Takaful (RTT) set Certified True Copy (CTC) by Marketing Executive/Agent <input type="checkbox"/> 1 Reducing Term Takaful (RTT) quotation form CTC by Marketing Executive/Agent <i>These documents are not compulsory if applicant purchase Takaful protection from other Takaful companies or not purchasing any Takaful protection</i>
7.	<input type="checkbox"/> 1 original Certified True Copy (CTC) & 2 copies CTC by applicant's HOD for NRIC [both side]
8.	Payslip <input type="checkbox"/> 1 original CTC & 1 copy CTC by applicant's HOD for latest payslip OR e-payslip <input type="checkbox"/> 1 original CTC & 1 copy CTC by applicant's HOD for November 2020, December 2020 and January 2021 payslip, OR e-payslip <input type="checkbox"/> 1 original CTC & 1 copy CTC by applicant's HOD for latest 3 months payslip (applicable for variable income earner)
9.	<input type="checkbox"/> 1 photocopy of Savings Account Passbook/Current Account Statement [front page with name, account number & CTC by Marketing Executive/Agent] [not required to photostat if customer has an existing AmBank or AmBank Islamic Berhad savings/current account but the said account number must be clearly indicated in Application Form, Section F, item 20] OR <input type="checkbox"/> For 'New to Salary Deduction Under BPA', to attach printing of applicant's deposit thermal receipt at AmBank Islamic/AmBank branches which reflects its savings/current account number and customer's name
10.	Household Income Program <input type="checkbox"/> 1 original copy of spouse's NRIC [both side and CTC by Marketing Executive/Agent], <input type="checkbox"/> Latest 1-month copy of spouse payslip (fixed income earner and CTC by Marketing Executive/Agent) AND <input type="checkbox"/> 1 copy of spouse's latest EPF statement (private sector employment and CTC by Marketing Executive/Agent)
No.	Part C: Supporting Documents
1.	<input type="checkbox"/> Settlement Letter or CCRIS Outstanding Balance : a valid Settlement Letter on account (s) to be settled [for overlapping cases]
2.	<input type="checkbox"/> Additional Income Document [if any]

Confirmed by Sales Staff:

Received by Lending Operations:

Name:

Date:

Name:

Date: