

## RESIDENCE PASS – TALENT RENEWAL CHECKLIST

CHECKING FOR COMPLETENESS		REMARKS
<b>A</b>	<b>FOR PRINCIPAL</b>	
1	Copy of passport (all pages, including empty pages) in colour	
2	Passport-sized photo ( <b>Blue</b> Background)	
3	Completed IMM16 Form ( <b>Signature</b> is compulsory)	
4	Completed Local Sponsor Form	
5	Copy of MyKad (front and back)	
6	Copy of latest two (2) years Tax Declaration Slip (e-BE )	
<b>B</b>	<b>FOR SPOUSE AND CHILDREN (below 18 years of age)</b>	
1	Copy of passport (all pages, including empty pages) in colour	
2	<b>PRINCIPAL's</b> Copy of passport (ID page, current valid pass)	
3	Passport-sized photo ( <b>Blue</b> Background)	
4	Completed IMM16 Form ( <b>Signature</b> is compulsory)	
5	*Copy of marriage certificate/birth certificate	
<b>C</b>	<b>FOR CHILDREN (18 years old - 24 years old) / PARENTS / PARENTS IN LAW / COMMON LAW SPOUSE</b>	
1	Copy of passport (all pages, including empty pages) in colour	
2	<b>PRINCIPAL's</b> Copy of passport (ID page, current valid pass)	
3	Passport-sized photos ( <b>Blue</b> Background)	
4	Completed IM12 Form ( <b>Signature</b> is compulsory)	
5	Personal Bond Form (duly stamped by Lembaga Hasil Dalam Negeri Malaysia) ( <b>Inland Revenue Board Of Malaysia and submitted within the 3-months validity from stamping date</b> )	
6	<b>For children above 18 years old -24 years old</b> <ul style="list-style-type: none"> <li>*Copy of Birth Certificate</li> <li>Statutory declaration in the presence of Commissioner of Oath and attested by Embassy (AM80 form)</li> </ul> <b>For parents/parents in law:</b> <ul style="list-style-type: none"> <li>*Copy of Birth Certificate of Principal holder/spouse</li> </ul> <b>For common law spouse:</b> <ul style="list-style-type: none"> <li>New Affidavit/Proof of relationship letter from Principal's Embassy/Consulate General (<b>yearly basis</b>)</li> </ul>	
<b>D</b>	<b>ADDITIONAL DOCUMENTS FOR ADOPTED CHILDREN AND STEPCHILDREN</b>	
1	*Adoption document issued by Respective High Court	
2	*Custody document issued by Respective High Court	2

*\*Translated into English (if applicable) and attested by the Embassy/High Commission/Consulate General of Respective country OR in Malaysia. Non-translated certificate copy is required*

All submissions are to be made via RP-T online system. Processing will take 14 working days upon receipt of a complete application.

### NOTE:

Immigration Department of Malaysia reserves the right to request for any additional documents that is not listed in the checklist.