



Asahi Vacations Travel & Tours Sdn Bhd

(1425488-X) (KPK/LN:10538)

APEC BUSINESS TRAVEL CARD

DOCUMENTS CHECK LIST

PHOTO x 2PCS

- ✓ Passport Size
- ✓ Blue Color Background

COPY OF IDENTITY NO x 2PCS

- ✓ Certified True Copy
(Company Secretary Office/
Commissioner Oaths)
- ✓ Identity Copy with Front and
Back

COPY OF OLD & NEW PASSPORT x 2PCS

- ✓ Minimum Passport validity
More than 3.5 years
- ✓ Company Secretary Office/
Commissioner Oaths
- ✓ All Immigration stamping for
The years 2018 – 2020

COMPANY LETTERHEAD x 4PCS

- ✓ Blank Copy of Letter Head

COMPANY REGISTRY FORM x 2PCS

- ✓ Certified True Copy
(Company Secretary Office/
Commissioner Oaths)
- ✓ Form 14,15,17
- ✓ Form 09,24,49

PROCESSING FEES

- ✓ RM 3,000 Per Person

PROCEESING WORKING PERIOD

- ✓ 3 ~ 4 Months

Validity of APEC Business Travel Card

- ✓ Following by Date of Passport
Expired