

# E-Invoice

## Introduction

E-invoicing provides a secure, effective, and eco-friendly substitute for conventional paper-based invoices by streamlining invoice handling digitally. LHDNM's MyInvois Portal is a specialised platform that offers free digital invoicing services for Malaysian companies, particularly MSMEs. This introduction highlights the possibilities and intuitive features of the portal, which was created especially to make the e-invoicing process easier. Users can effectively browse, create, and manage electronic invoices using VYROX VIP thanks to this comprehensive tutorial.

## 1. Set Up E-Invoice

### 1.1 Sign In VYROX VIP

After you access the VYROX VIP > Admin Console,



### 1.2 Locate Management

Click Management Bodies > Business Name



### 1.3 Enter Detail ID

Click Edit > Scroll Down until found ERP Name, Client ID, Client Secret 1 and Client Secret 2



## 2. Set VYROX VIP as Your E-Invoice ERP

### 3.1 Browse the site

Visit <https://mytax.hasil.gov.my/> and click on MyInvois.



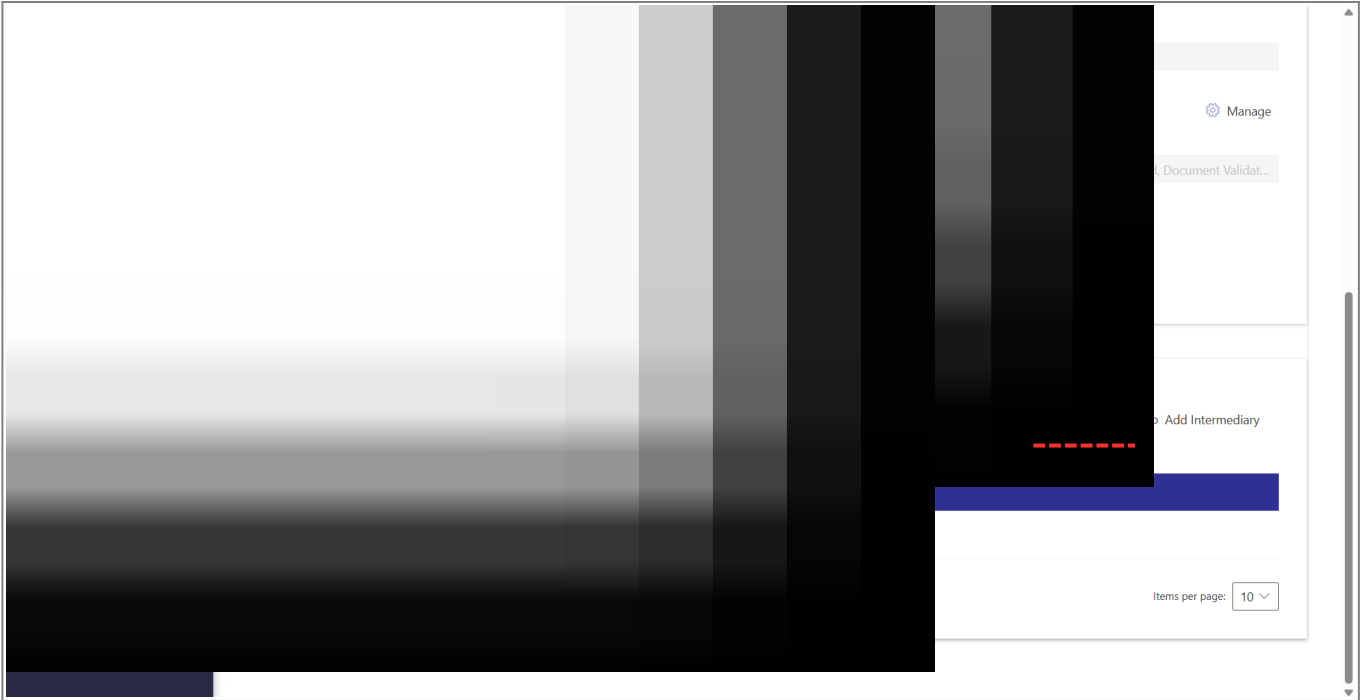
## 2.2 Homepage MyTax

Click on the profile icon located at the top right, then select “View Taxpayer Profile”.

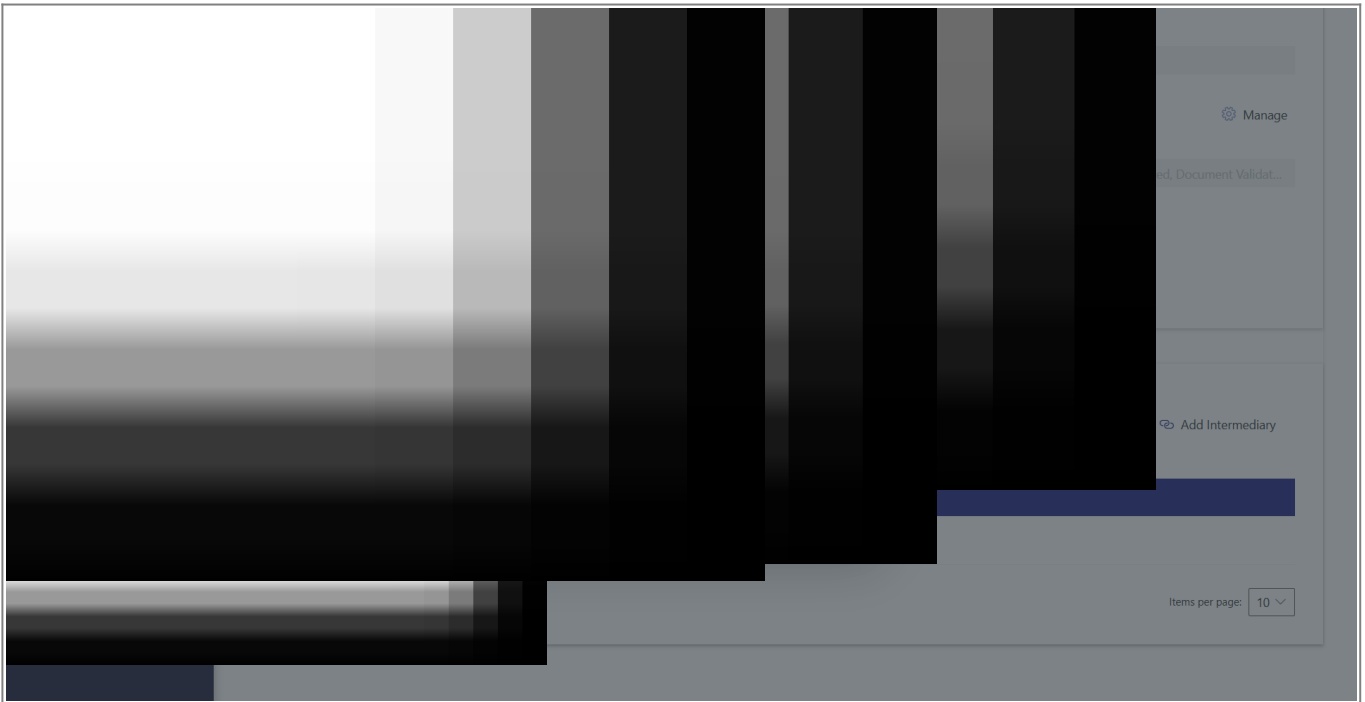


## 2.3 Registration Method

Scroll down to the “Register ERP” section and click on the “Register ERP” button.



Enter an ERP name, like “VYROX Account ERP”, and choose a secret expiration period, ideally three years. Set it as the primary ERP system and complete the registration.



## 2.4 Get the ID

Please copy the Client ID, Secret 1, and Secret 2 individually and paste them at the step. Continue the step by inserting an e-invoice into VYROX VIP.

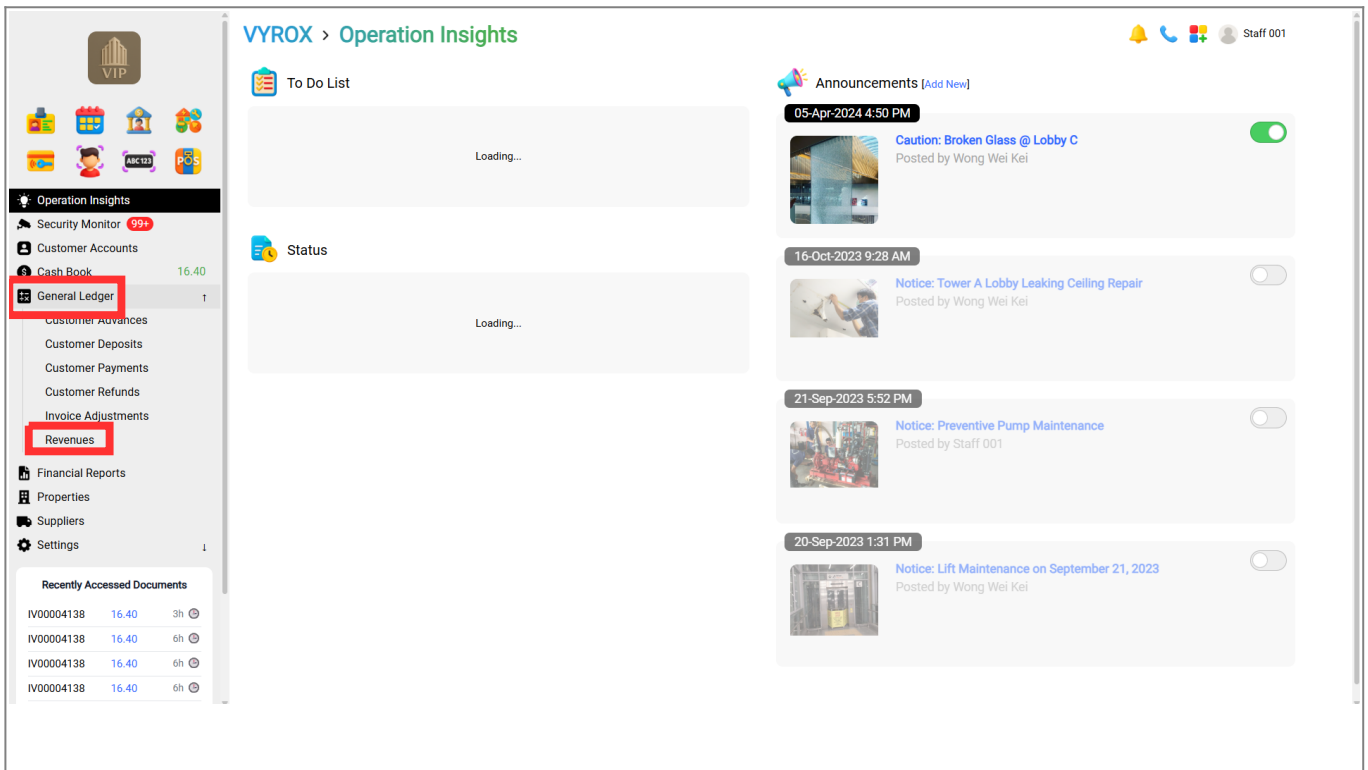


**Note: Company name, BRN, and TIN are required fields.**

### 3. Create and Validate Individual E-Invoice (by Staff)

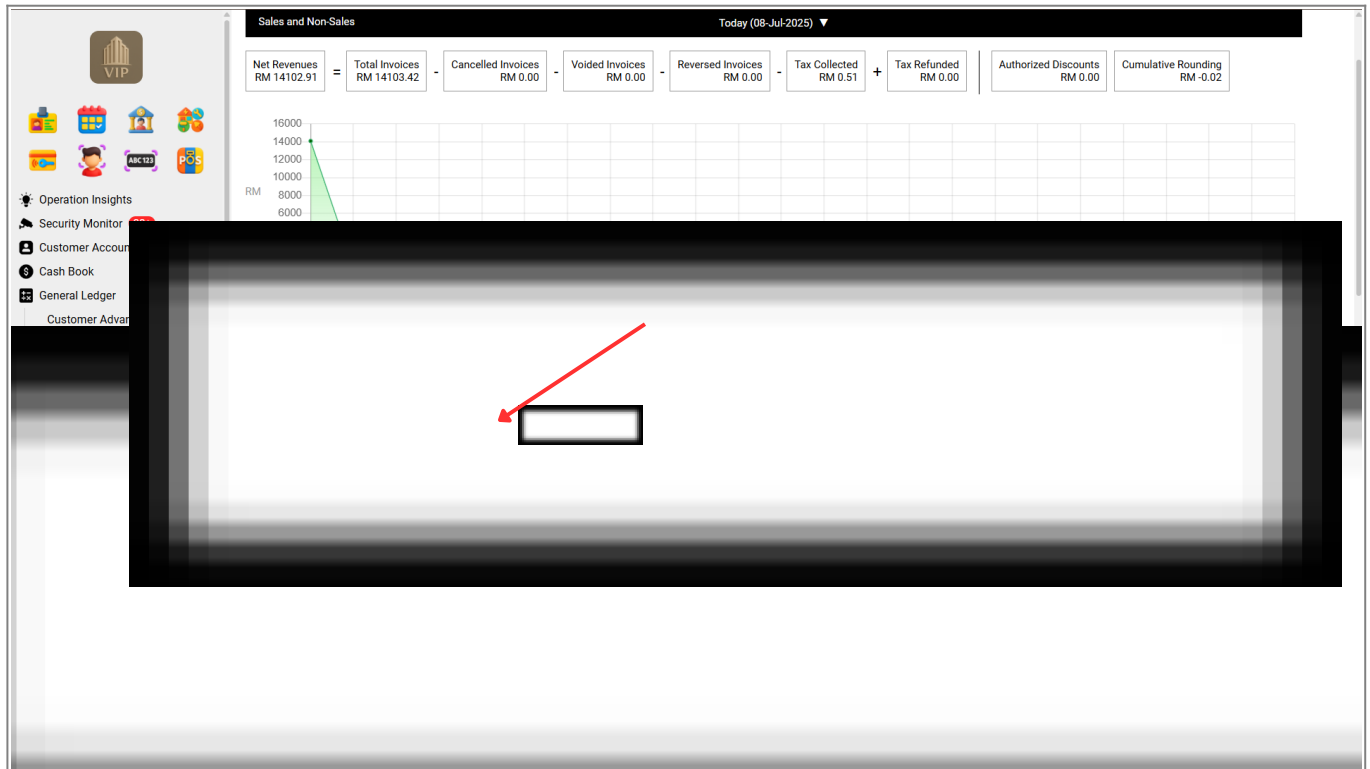
#### 3.1 Go To General Page

VYROX VIP > General Ledger > Revenues.



### 3.2 Go to Revenues

Click the tick icon.



### 3.3 Form and Response Submission

Complete the information and click on the “Confirm Submit e-invoice Validation” button.

**Billing Information** X

Bill To: Customer with TIN

ID Type: NRIC (MyKad/MyPR/MyKas)

Buyer Full Legal Name(s)

MyKad/MyPR/MyKas Number Tax Identification Number (TIN)

+60 Mobile Phone Number Email Address

Address Line 3

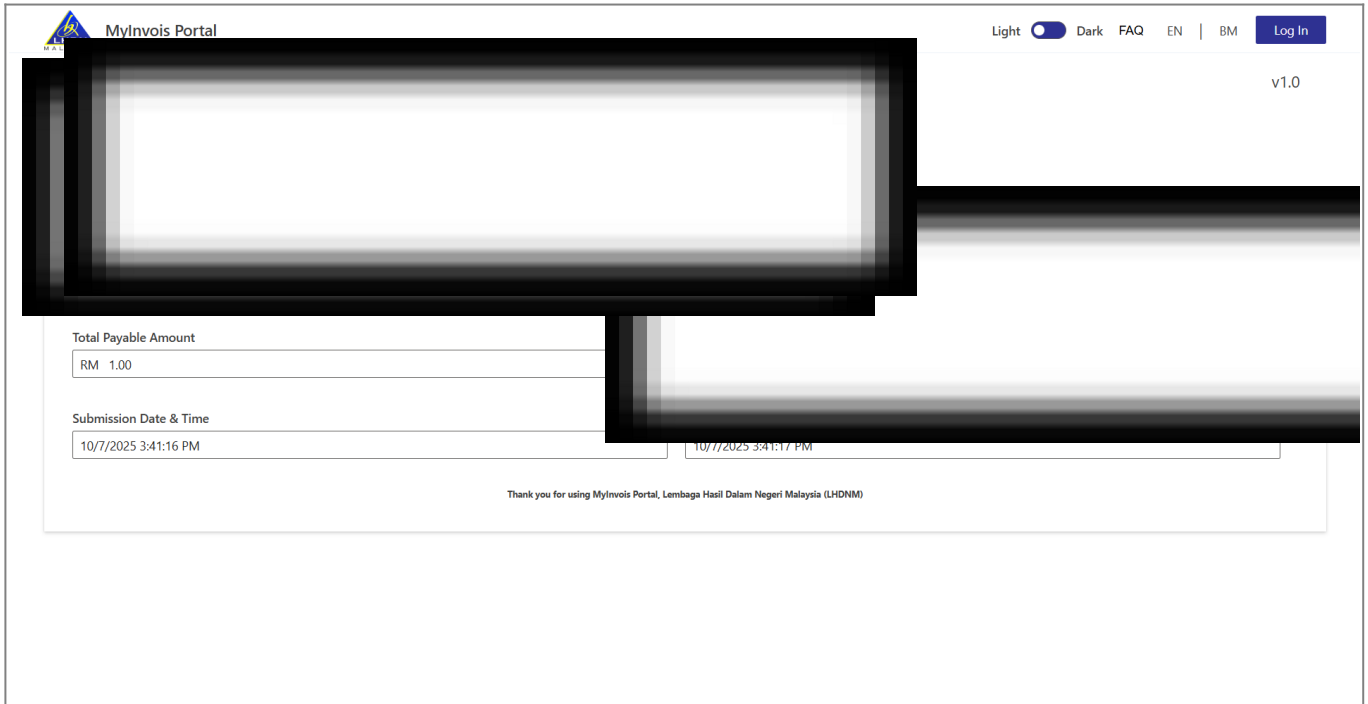
Malaysia

Edit Buyer Billing Information Confirm Submit e-invoice Validation

\*Note: Grey checkmark: Not Submitted, green checkmark: Valid, Caution  $\triangle$ : invalid, Blue checkmark:

Pending for LHDN verification

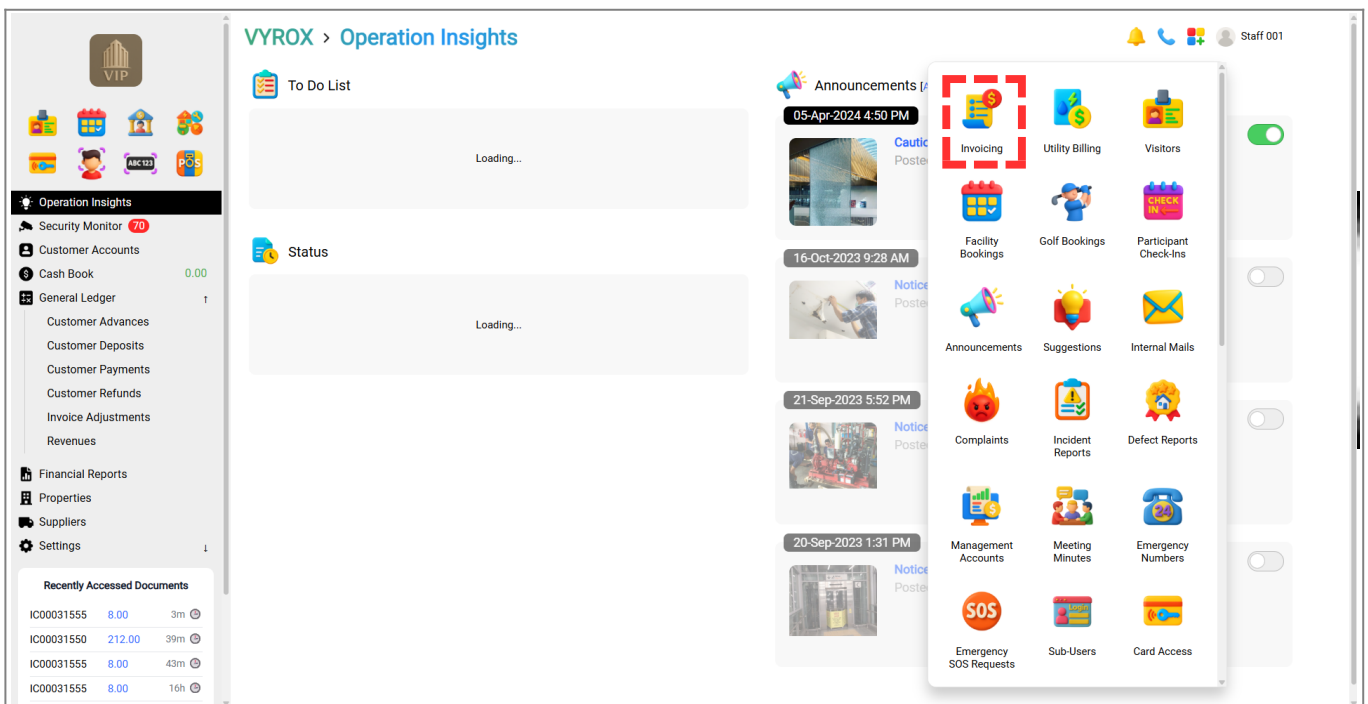
Upon completion of the submission process, select the green checkmark that will appear in the following manner.



## 4. Create and Validate Consolidated E-Invoice (by Staff)

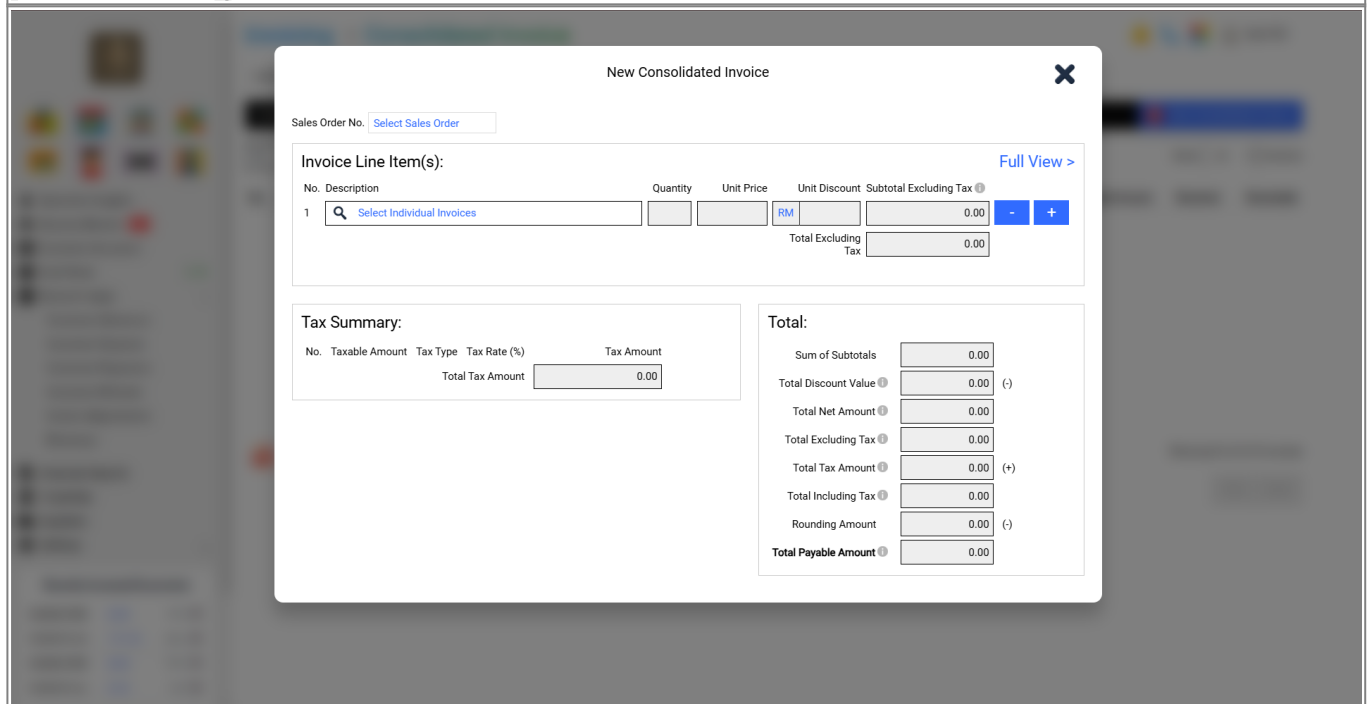
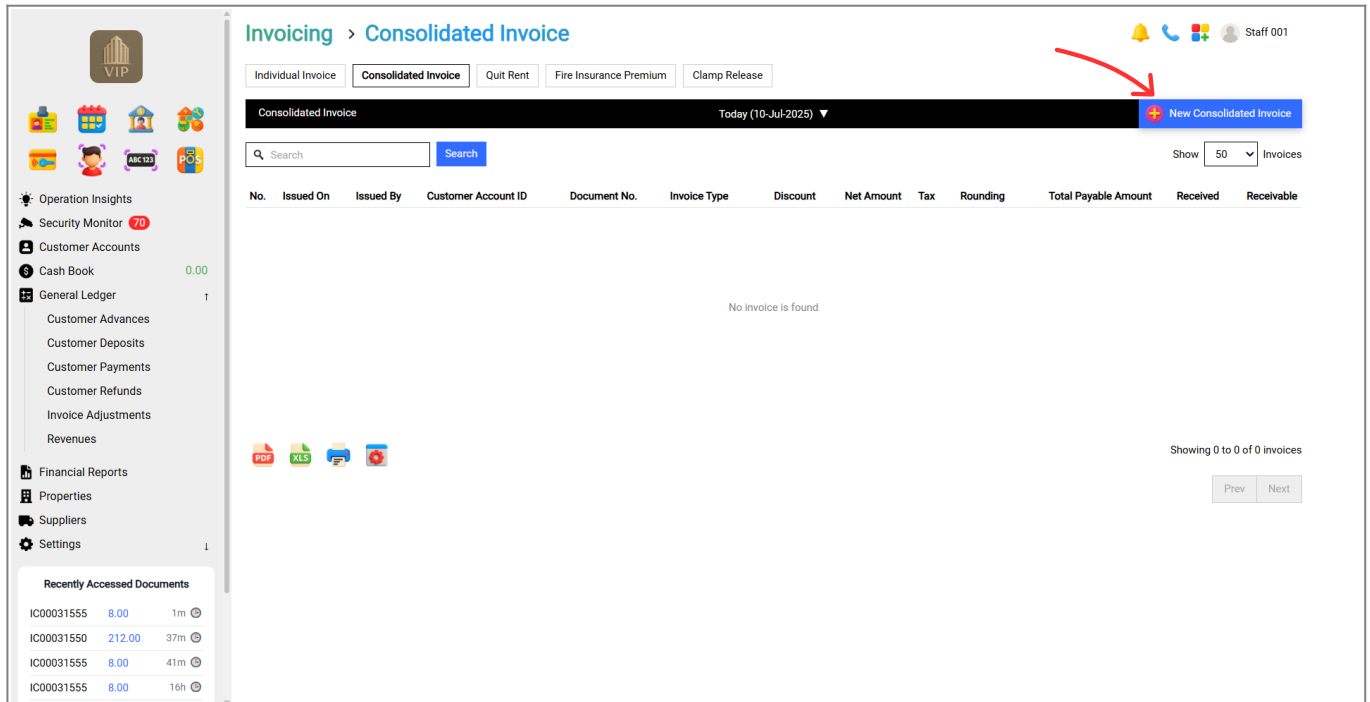
### 4.1 Set up e-invoicing

Configure your e-invoicing settings, including your company's tax information for MyInvois portal integration, according to VYROX VIP documentation.



## 4.2 Consolidate invoices

- In the browse screen, select the “New Consolidated E-invoice” function.



- Choose the relevant invoices for consolidation. Review the aggregated invoice details and click “submit”.

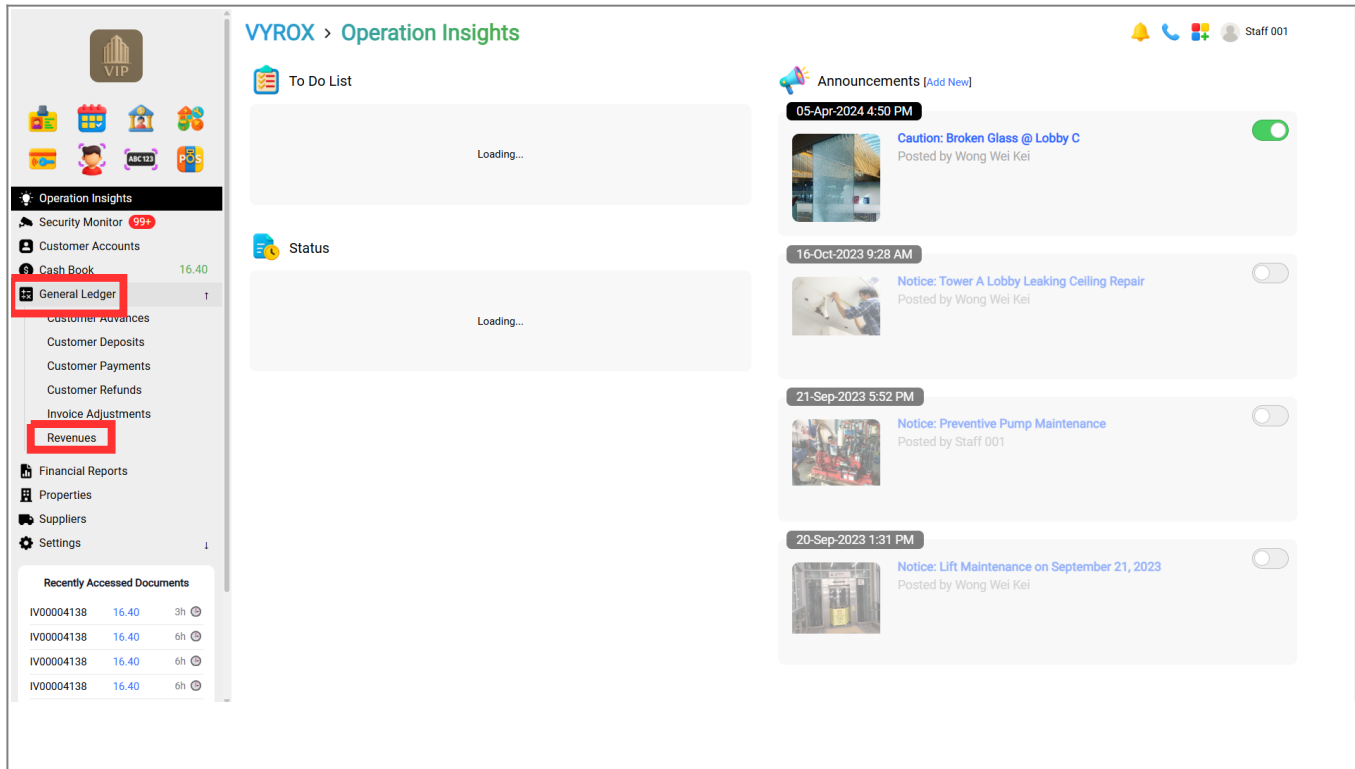
Upon submission, the system will proceed to validate the consolidated e-invoice. The status of your e-invoices can be monitored within the VYROX VIP Account, indicating whether they are submitted, validated, invalid, or cancelled.

Upon validation, the supplier is required to provide the e-invoice to the buyer, typically incorporating a QR code. The buyer is able to use the QR code for invoice validation on the MyInvois portal.

# 5. Validate Individual E-Invoice (by Customer)

## 5.1 Go To General Page

VYROX VIP > General Ledger > Revenues.



## 5.2 Go to Revenues

Click on Payable Amount > Customers can use their phones for scanning.



The screenshot displays a web browser window with the URL `newdemo.homeserva.com/invoice.php?id=62870`. The page content includes:

- Customer Information:** 59200 Kuala Lumpur, Kuala Lumpur Malaysia, MOBILE: +6019437348.
- Invoice Details:** Invoice No.: IV00004146, Invoice Issuance Date: 10-Jul-2025, Invoice Due Date: 10-Jul-2025.
- Item Description Table:**

| No.                         | Item Description  | Duration | Rate         | Subtotal     |
|-----------------------------|---|----------|--------------|--------------|
| 1                           | FACILITY BOOKING NVSSZ POOL TABLE 1 FROM 10-JUL-2025 5:00 PM TO 10-JUL-2025 6:00 PM | 1 HOUR   | 15.00 / HOUR | 15.00        |
| Sum of Subtotals            |   |          |              | 15.00        |
| Total Discount Value        |   |          |              | 0.00         |
| Total Net Amount            |   |          |              | 15.00        |
| Total Tax Amount            |   |          |              | 1.20         |
| Total Including Tax         |   |          |              | 16.20        |
| Rounding Amount             |   |          |              | 0.00         |
| <b>Total Payable Amount</b> |   |          |              | <b>16.20</b> |
- Payment Instructions:** A section with a QR code and text: "Please ensure that the Total Payable Amount of RM 16.20 is paid in full immediately. Payments can be made through any of the payment channels and their respective payment methods listed below."
  - (1) Pay Online - Scan or click the QR code on the right or tap the [Pay] button below to access the secure online payment page. Choose the payment option that is most convenient for you.
  - (2) Pay by Cheque at Any Bank Branch - Payee: PERAK CORPORATION Cross A/C PAYEE ONLY, Amount: RINGGIT MALAYSIA SIXTEEN AND CENTS TWENTY ONLY.
  - (3) Pay by Manual Transfer - Payment Processor Name: RHB, Account Holder Name: JMB HORIZON SDN BHD, Account Number: 4512321401021054, Payment Reference: IV00004146.
- Transaction Table:**

| Invoice No. | Amount | Time | Item No. | Description          | Processor  | Account No.      | Amount                | Time | Item No. | Description | Processor | Account No. | Amount |
|-------------|--------|------|----------|----------------------|------------|------------------|-----------------------|------|----------|-------------|-----------|-------------|--------|
| IV00004     | 8.00   | 37m  | 44       | 10-Jul-2025 12:00 AM | IC00031547 | New 6618 Sdn Bhd | Late Payment Interest | 0.00 | 100.00   | 0.00        | 0.000000  |             | 100.00 |
| IC00031550  | 212.00 | 1h   | 43       | 10-Jul-2025 12:00 AM | IC00031546 | 6618 Sdn Bhd     | Late Payment Interest | 0.00 | 4.00     | 0.00        | 0.000000  |             | 4.00   |
| IC00031555  | 8.00   | 1h   | 42       | 10-Jul-2025 12:00 AM | IC00031545 | Alex13           | Late Payment Interest | 0.00 | 79.00    | 0.00        | 0.000000  |             | 79.00  |

### 5.3 Form and Response Submission

Complete the information and click on the "Confirm Submit e-invoice Validation" button.

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Last update: **2025/07/10 09:04**



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