### FREQUENTLY ASK QUESTION (FAQ)

### 1. WHY SHOULD I DONATE TO DFP AND WHERE DOES THE DONATION GO?

Your donation to Dewan Filharmonik Petronas ("DFP") is an investment in the cultural and art enrichment of our community. By donating to DFP, you will be contributing to the sustenance of a vibrant and dynamic cultural hub, providing a platform for talented musicians and artists to showcase their virtuosity, in line with DFP's effort in supporting local talents.

Supporting DFP is about making art accessible to all walks of life, lighting a spark of creativity in underprivileged youths and fostering community pride. You're not just giving; you're building bridges and nurturing our collective spirit.

Your donations will be channeled to subsidize programmes below:

- a) Arts and culture presentations to nurture an appreciation and the sustainability of our heritage.
- b) Charity events and Sustainable Development Goals (SDG) initiatives for the underprivileged communities and school children.

#### 2. WHAT IS THE CURRENCY USED FOR THE DONATIONS TO DFP?

All transactions will be in Ringgit Malaysia (MYR).

### 3. IS THERE A MINIMUM DONATION AMOUNT?

No. You can donate any amount and still be eligible for a tax deduction but restricted to 10% of the aggregate income of the donor pursuant to sub-section 44(6) of the Income Tax Act 1967, provided a copy of the official tax-exempt receipt is available. However, given the fact that there is certain administrative cost that needs to be incurred (postage, notification systems, etc.), we humbly request your consideration on an appropriate donation amount in order for us to issue you an official receipt.

## 4. AS A DONOR, DO I GET A FULL DEDUCTION ALLOWED ON THE DONATION AMOUNT?

For tax reporting purposes, deduction allowed on the donation made to approved organization is restricted to 10% of the aggregate income of a donor (corporate and/or individual).

### 5. IS THERE A MAXIMUM TRANSACTION LIMIT FOR THE DONATION?

No, there is no maximum transaction limit for the donation.

#### 6. HOW CAN I DONATE?

You may donate any amount via cash, cheque, bank transfer or Telegraphic Transfer (TT) for those residing overseas through the following channels:

- Walk-in to our Box Office counter located at Ground Floor, Tower 2, PETRONAS Twin Towers, Kuala Lumpur City Centre, 50088 Kuala Lumpur, Malaysia
- Mail or deliver your cheque (payable to DEWAN FILHARMONIK PETRONAS) to Level 2, Tower 2, PETRONAS Twin Towers, Kuala Lumpur City Centre, 50088 Kuala Lumpur, Malaysia
- Bank transfer to:

Dewan Filharmonik Petronas

Bank Name: CIMB Bank Berhad, KLCC Branch

Account No.: 8001084013 SWIFT Code: CIBBMYKL

 For cash donations or bank transfer into our account, please email us your remittance slip and include your personal details (full name, identity card number/passport number, current address, phone number and email) should you wish to claim the official tax-exempt receipt to contactus@dfp.com.my

# 7. WHAT INFORMATION DO YOU NEED FROM ME IF I WANT TO GET AN OFFICIAL TAX-EXEMPT RECEIPT FOR MY DONATION?

Under the Inland Revenue Board Guidelines of sub-section 44(6) of the Income Tax Act 1967 dated 30 January 2020 ("Guidelines"), donors must provide complete information of the following details in order to obtain an official tax-exempt receipt from the organization:

- For individual donors:
  - Donor's full name as per NRIC / Passport;
  - NRIC number / passport number; and
  - Complete mailing address of current residence
- For donors other than individual donors:
  - Donor's full name;
  - Business / organization registration number; and
  - Complete mailing address

The Guidelines also state that the approved organization is not allowed to issue official tax-exemption receipts to donors who fail to provide complete information as stated above.

### 8. HOW LONG WILL IT TAKE FOR ME TO RECEIVE MY OFFICIAL TAX-EXEMPT RECEIPT?

You should receive your official tax-exempt receipt via mail on the following month of the donation made, provided that all required information has been obtained. Do notify us if this has not happened and we will attend to your request.

## 9. I DONATED TO DFP SOME TIME AGO. IS THERE A TIME LIMIT IF I WANT TO CLAIM MY OFFICIAL TAX-EXEMPT RECEIPT?

Yes, you can only claim your tax-exempt donation when filing your income tax return in the assessment year the donation was made. For example, if you make a tax-exempt donation in the year 2024, you can claim tax deduction of the tax-exempt donation when filing your tax return for the year assessment 2024.

# 10.I LOST THE ORIGINAL OFFICIAL TAX-EXEMPT RECEIPT THAT DFP HAVE ISSUED. CAN I GET ANOTHER COPY FROM YOU?

We can only issue a certified true copy receipt to replace the original receipt that you have lost. Please note that to minimize our administrative cost (postage, notification systems etc.), we will only allow a one-time issuance of replacement receipts.

For enquiries not addressed in the FAQ, please get in touch with us via our online contact form, or drop an email to <a href="mailto:donation@dfp.com.my">donation@dfp.com.my</a>

## 11.WHO DO I CONTACT IF I HAVE A QUESTION OR ISSUE WITH MY DONATION?

Please contact us at our Business & Strategic Relations Management Department at <a href="mailto:donation@dfp.com.my">donation@dfp.com.my</a> or +603 2331 7008, Monday-Friday 10am – 5pm.

# 12.HOW MUCH OF MY DONATION WILL GO TOWARD THE PROGRAMS PLANNED BY DFP?

All donations will be spent for our program's services. More information about our donation proceeds and the use of funds is available on our official website.

## 13.I'M REPRESENTING A CORPORATE ENTITY OR OWN A COMPANY. I WOULD LIKE TO MAKE A CORPORATE DONATION ON REGULAR BASIS.

Various donor, sponsorship and branding opportunities including corporate hospitality, corporate sponsorship, concert sponsorship and corporate social responsibility programs are available for you and your esteemed organization.

Corporate/concert sponsorship allows your company unique brand positioning and exposure while simultaneously contributing towards performing arts in the country and the city of Kuala Lumpur.

Our Business Development team would be pleased to share with you the exciting corporate hospitality, sponsorship, hall hire and even tax-exempt benefits available from the various programs and activities at DFP.

Please contact us at +603 2331 7008 or email <u>bizdev@dfp.com.my</u> to begin this wonderful relationship as a valued donor, sponsor, and partner.

# 14.HOW CAN I DONATE ON MONTHLY BASIS OR SETUP A RECURRING DONATION?

Kindly contact us at <a href="mailto:donation@dfp.com.my">donation@dfp.com.my</a> for assistance and arrangement for monthly or recurring donation.