
1. APEC Travel Business Card



Asia-Pacific Economic Cooperation

APEC is an organization established in 1989 to create greater economic cooperation in the Asia Pacific region. This organization came into force on 1st March 1999.

APEC Business Travel Card is initiated by the Asia-Pacific Economic Cooperation (APEC) as an effort to help members of the business community to frequently commute with the participating countries.

There are (21) economies involved in the organization:

Australia, The United States, Brunei, Canada, Chile, China, Hong Kong (China), Indonesia, Japan, Korea, Malaysia, Mexico, New Zealand, Papua New Guinea, Peru, Russia, The Philippines, Singapore, Taiwan, Thailand and Vietnam.

Only 19 countries, including Malaysia which provide facilities as follows:

- APEC Card in lieu of **VISA**
APEC participating countries that requires a VISA and some participation in APEC do not need VISA.
- Provide APEC lanes or Special Line (Premier Lane) at the main gates by air or land of their respective countries to enjoy the process moves more quickly and smoothly.

However, Canada and The United States have yet to fully participate in this scheme. Despite that, both these countries provide **'PREMIER LANE'** for the purposes of ease of movement faster and smoothly.

2. APEC Business Travel Card Privileges

SAMPLE

APEC BUSINESS TRAVEL CARD THAT HAS BEEN PRE-CLEARED FULLY
(FULL CLEARED CARD)

(Front)



19 PRE-CLEARED ECONOMY

(Back)



1. **AUS**-Australia
2. **BRN**-Brunei
3. **CHL**-Chile
4. **CHN**-China
5. **HKG**-Hong Kong
6. **IDN**-Indonesia
7. **JPN**-Japan
8. **KOR**-Korea
9. **MYS**-Malaysia
10. **MEX**-Mexico
11. **NZL**-New Zealand
12. **PPG**-Papua New Guinea
13. **PER**-Peru
14. **RUS**-Russia
15. **PHL**-Philippines
16. **SGP**-Singapore
17. **TWN**-Taiwan
18. **THA**-Thailand
19. **VNM**-Vietnam

This card provides cardholders with pre-cleared, multiple entry (without visa) for a short stay business visits and access to express immigration processing upon arrival and departure through Premier Lanes.

The card saves time and cost for business person in meeting visa requirements and conditions in the countries concerned. Information provided in the application form by the applicant for APEC Business Travel Card will be shared with all participating countries to obtain the pre-clearance status prior to issuance of the APEC Card.

This card provides access to express immigration processing upon arrival and departure through Premier Lanes. In Malaysia, the 'Premier Lanes' are only available at:

- 1 Kuala Lumpur International Airport (KLIA)
- 2 Kuala Lumpur International Airport (KLIA 2);
- 3 Penang Kuala Lumpur International Airport
- 4 Sultan Iskandar Complex, Johor Baharu; and
- 5 Sultan Abu Bakar Complex (Second Link), Gelang Patah, Johor

This card indirectly promotes trade and businesses relation between the participating countries.

To qualify for the APEC Business Travel Card, the applicant must be actively involved in business that requires them to *frequently commute* to the countries concerned.

Pre-Clearances or approval by the participating countries will be channeled through the ABTC System to Immigration Department of Malaysia.

• The members of the Administration & Professional, The Dignitaries, Senior Government Officials or equivalent. **Senior Government Officials** frequently travels to the Asia Pacific Region with APEC countries must be endorsed by the Ministry or Department concerned

Government/
Administrative
Members

3. **Eligible Applicants**



**Asia-Pacific
Economic Cooperation**

➤ Malaysian Citizen Only

Busines and
Investment
Members

The members of the business and investment community who has activities of trade and investment with the (21) economies and must be endorsed by the appointed regulatory agencies through a Supporting Letter

1

Non Eligible Applicants



2

- 1
- 2
- 3
- 4
- 5
- 6

• Name or company in the criminal record of the applicant or the black list:
• Royal Malaysian Police
• Immigration Department of Malaysia

• Applicant from liability (spouse or children).

• Athletes, journalists, entertainers, musician's artists or equivalent

• People who want to engage in employment or work while on vacation

• **Enterprise** status companies

• Non-frequent traveler (passive)

Acknowledgement:

1. The regulatory agencies appointed are responsible for ensure:

- a) Qualified applicants.
- b) Existence of company and a bona fide applicant.
- c) The applicant holds **an executive post (manager and above)**.
- d) Company or the applicant is registered with Regulatory Agency.

The validity of the supporting letter is three (3) months from the issuance date.

4. List of Regulatory Agencies

1. Related government agencies:



2. Malaysian Representative Offices Abroad
3. Federation of Malaysian Manufacturer (FMM)
4. Malay Chamber of Commerce Malaysia (MCCM)
5. **Associated Chinese Chamber of Commerce & Industry (ACCCIM)**
6. **Malaysian Indian Chamber of Commerce & Industry(MAICCI)**
7. **Malaysian Service Providers Confederation(MSPC)**
8. **Malaysian International Chamber of Commerce & Industry(MICCI)**
9. **Professional Bodies: Engineering, Accounting, Legal, Medical and Development**
10. If there are any associations, chambers of commerce or other agency that has the capacity to certify and issue letters to support the application ABTC on behalf of any company, association, chambers of commerce or other relevant agencies must obtain written permission or a letter of appointment from the Home Ministry (MOHA) over the previous.

5. ABTC Checklist



Asia-Pacific Economic Cooperation

CHECK LIST	
ABTC APPLICATION (Residing & Engage In Business In The Country)	
1. ABTC Application Form	<input type="checkbox"/>
2. Passport Size Photograph (Blue Background)	<input type="checkbox"/>
3. Application Letter From The company	<input type="checkbox"/>
4. Supporting Letter From The Appointed Regulatory Agency	<input type="checkbox"/>
5. A Copy Of The Passport (minimum of 3 years validity)	<input type="checkbox"/>
6. A Copy Of The Identity Card	<input type="checkbox"/>
7. AUTHORIZED PERSON ; Authorized letter from company (Company Letter Head)	<input type="checkbox"/>
ABTC APPLICATION (Residing & Engage In Business Abroad)	
1. ABTC Application Form	<input type="checkbox"/>
2. Passport Size Photograph (Blue Background)	<input type="checkbox"/>
3. Application Letter From The company	<input type="checkbox"/>
4. Supporting Letter From The Appointed Regulatory Agency	<input type="checkbox"/>
5. A Copy Of The Passport (minimum of 3 years validity)	<input type="checkbox"/>
6. A Copy Of The Identity Card	<input type="checkbox"/>
7. A Copy Of The Work Permit or Permanent Resident ship	<input type="checkbox"/>
8. AUTHORIZED PERSON ; Authorized letter from company (Company Letter Head)	<input type="checkbox"/>
REPLACEMENT OF LOST APEC CARD	
1. Police Report	<input type="checkbox"/>
2. A Copy Of Latest Passport	<input type="checkbox"/>

Please compile the application according to the checklist given.



Validity minimum 3 years and above

Please submit new APEC Business Travel Card application six (6) months before expiry date of the existing card.

Applicant (Malaysian Engaged In Business Locally):

i.	APEC Application form
ii.	A copy of Malaysian passport (minimum validity, 3 years and above)
iii.	A copy of identity card
iv.	Recent passport sized photograph - 1 piece (blue background)
v.	Application letter from the applicant's company (company letter) with confirmation on: a. Name, date of birth, identity card and passport number of the applicant. b. Applicant's position in company and justification for applying an APEC Business Card Travel
vi.	Supporting letter from the relevant Regulatory Agency
vii.	AUTHORIZED PERSON ; authorized letter from company (with company letterhead)

Applicant (Malaysian Engaged In Business Abroad):

i.	APEC Application form
ii.	A copy of Malaysian passport (minimum validity, 3 years and above)
iii.	A copy of identity card
iv.	Recent passport sized photograph - 1 piece (blue background)
v.	Application letter from the applicant's company (company letter) with confirmation on: a. Name, date of birth, identity card and passport number of the applicant b. Applicant's position in company and justification for applying an APEC Business Card Travel
vi.	Supporting Letter from the relevant Regulatory Agency
vii.	A copy of Work Permit or Permanent Resident ID
viii.	AUTHORIZED PERSON ; Authorized letter from the company (with company letterhead)



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Applicants authorizing representatives please provide:

- i. Authorization letter from the respective company
- ii. Photocopy of the representatives IC

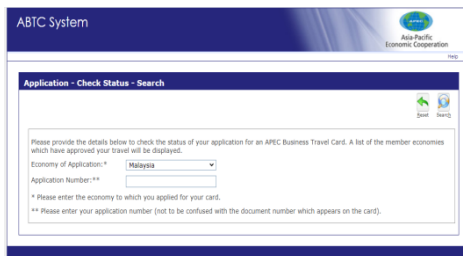


Example: "Slip Akuan Penerimaan Dokumen Permohonan ABTC" at APEC Service Counter



**To check your application status:
Application number: 43210**

<https://www.abtc-aps.org/abtc-core/status/check.html>



Please submit your complete set of application or the APEC Business Travel Card to:

**Director
Visa, Pass and Permit Division
Immigration Department of Malaysia
No 15, 1st Floor (Podium)
Persiaran Perdana, Precinct 2
Pusat Pentadbiran Kerajaan Persekutuan
62550 PUTRAJAYA
(APEC Business Travel Card Unit)**

by individually or; through your representative, postal or courier service.

For inquiries please contact APEC Unit, Visa, Pass and Permit Division, Immigration Department of Malaysia at:

Telephone: 03-88801496

Email: apcc@imi.gov.my

APEC Unit will:

Provides an application number upon processing your application for an APEC Business Travel Card..

You may check application status via <https://www.abtc-aps.org/abtc-core/status/check.html>.

Please be informed that you may obtain your application number through your chambers or association as well or via email.



Asia-Pacific Economic Cooperation

APEC Business Travel
Card Depends On The
Pre-Clearance Process
From
**(19) APEC
ECONOMIES
PARTICIPATING.**

ABTC System

Application - Check Status - Result

List of member economies which have approved for travel for the selected APEC Business Travel Card:

Economy of Application:

Application Number:

You have been approved to travel to the following member economies:

- Australia
- Brucei Darussalam
- Chile
- China
- Chinese Taipei
- Hong Kong, China
- Indonesia
- Japan
- Korea
- Malaysia
- Mexico
- New Zealand
- Paper New Guinea
- Peru
- Philippines
- Russia
- Singapore
- Thailand
- Viet Nam

**Pre-clearance
(19) APEC
economies
participating**

7. Processing Duration and Fee

A fee of **RM100.00** would be charge each time an APEC card is issued. Payment method using **e-Payment** only (debit/credit card).

Processing Duration:

For new APEC Business Travel Card Application (ABTC); or

New Application upon expiry of the existing APEC Business Travel Card(ABTC),

Depends on pre-clearance from the participation economies takes a duration of approximately **(3-6) months or more.**

Printing of APEC Business Travel Card:

Processing duration: **(1) working day**

APEC card re-printing:

- Replacement of lost APEC card;**
- Change of passport details; or**
- Change of faded photograph.**

8. Lost APEC Card, please submit:

- An official letter from the company requesting for re-printing; and**
- A copy of Police Report from local or oversea (other than English or Malay, please submit translated copy as well).**