



PUSPAKOM e-wallet USER GUIDE



For PUSPAKOM Customer

[New Reservation](#)[Mobile Truck Reservation](#)[My Reservation](#)

My Account

[Profile](#)[Wallet](#)[Account Security](#)

Wallet

[Activate eWallet Account](#)

Click 'Activate ewallet Account' button.

1

Once login to myPuspakom website, click 'My Account'.

2

e-wallet Sign Up

Full Name

IC/Passport Number

Company Details:

Company Name

State

Company Registration Number

Postcode

Address

City

e-wallet User:

e-wallet User ID

e-wallet Password *

minimum 8 characters (contains at least 1 uppercase, 1 lowercase, 1 symbol and 1 number)

Re-type Your Password *

☐ I hereby declared that I have read and agree to the [Terms & Conditions](#).

Cancel

Activate Account →

Upon clicking "Activate eWallet Account", user will be redirected Activation page as shown in picture.

1

Upon clicking "Activate eWallet Account", user will be redirected Activation page as below.

2

Click 'Activate Account'

After activation success, a pop up message will shown and notification email also will received by user.

Your e-wallet account has been successfully activated.

OK

User will redirected to the ewallet login page.

1

Enter username and password

2

Click 'Login'



Login to your account

user@mail.com

☐ Remember me

Reset

Login ↗

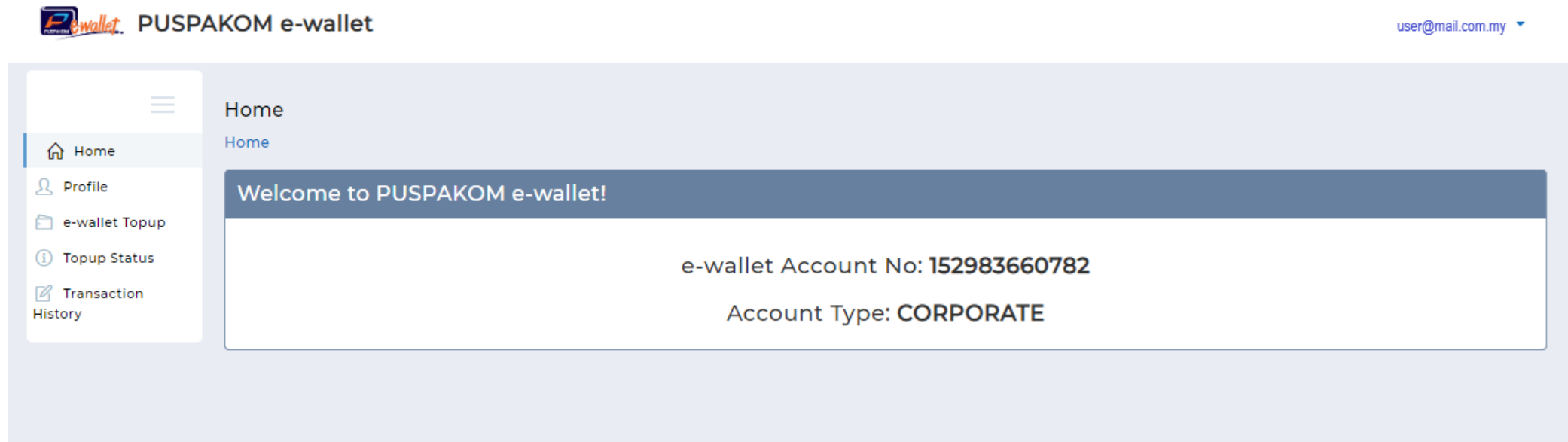
Forgot password ? [click here](#)

[Top Up Agent Registration](#)

About Us | Contact Us | Terms & Condition | Privacy Policy
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Home Page

Upon login, user will be redirected to the home page of PUSPAKOM e-wallet.



Profile Update

- Home
- Profile**
- e-wallet Topup
- Topup Status
- Transaction History

Profile

Profile • Manage User Profile

Profile

Profile Information

Account Type

CORPORATE

Company Name

PUSPAKOM SDN BHD xxx

Account Login Information

Email

user@mail.com.my

Personal Information

Name

user@mail.com.my

Gender

Male ▾

IC No.

Example: xxxxxx-xx-xxxx

Date of Birth

06-01-1994 | 📅

Address

Level 3 & 4,
Wisma DRB-HICOM,
No 2, Jalan Usahawan U1/8,
Seksyen U1

Postcode

40150

State

Select from list ▾

Update


Fill in any fields user want to update

1

2

Click 'Update' button to update user profile.

E-wallet Top Up Transaction

 PUSPAKOM e-wallet

user@mail.com.my

Home

Profile

e-wallet Topup

Topup Status

Transaction History

e-wallet Topup

e-wallet Topup • Manage Top Up Transaction

1 Company Info

2 Payment

3 Complete

Topup Payment To: PUSPAKOM Sdn Bhd

Account No : 500510930136 (Maybank Berhad)

Company Name *

Registration No.

Account No.

Available Balance

Topup Amount *

PUSPAKOM SDN BHD xxx

285985-U

152983660782

0

Continue >

1

Enter any amount (not less than RM1) for top up.

2

Click 'Continue' for the next process.

E-wallet Top Up Transaction

1

Company Info

2

Payment

3

Complete

Payment Options

Payment Options *

Bank Slip

Online Banking (Available Soon!)

Bank Slip

Amount

1230

Transaction ID *

TRX-747

Bank *

CIMB Bank Berhad

Transaction Date *

29-01-2019

Bank Slip Proof *

(PDF or Image file less than 5MB size)

Drop file here or click to add document.

Upload Documents :

Name	Size	Description	Actions
payment_proof.pdf	0.61 MB	Bank Slip	<div>Remove</div>

Remove all

< Back

Continue>

1

Fill in all the fields and attach proof of payment.

2

Click 'Continue' for the next process.

E-wallet Top Up Transaction

Topup Payment To: PUSPAKOM Sdn Bhd
Account No : 500510930136 (Maybank Berhad)

1 Company Info

2 Payment

3 Complete

Total Amount

Amount

1230

Transaction ID

TRX-747

Bank

CIMB Bank Berhad

Transaction Date

29-01-2019

< Back

Submit✔

1 Confirm all the information inserted are correct.

2 Click 'Submit' to proceed for transaction.

Your topup request is now pending for Puspakom review and approval.

OK

3 User will receive this message and notification email when the request has been sent.

Top Up Status

Home

Profile

e-wallet Topup

Topup Status

Transaction History

Top Up Request Status

Status » View Topup Request Status

Topup Request Status Search

Account No.

Transaction Start Date

Transaction End Date

Status

Select from list

Reset

Search

Account No.	Company	Transaction Date	Transaction ID	Bank Name	Amount	Status
152983660782	PUSPAKOM SDN BHD xxx	13-02-2019	TRX-747	CIMB Bank Berhad	1,230.00	PENDING

Showing 1 to 1 of 1 entries

User can view their top up request status to keep track of their top up transaction.

Status Guide:

PENDING : Request still under review.

APPROVED: Request already approved by PUSPAKOM.

REJECTED: Request is rejected by PUSPAKOM.

Home

Profile

e-wallet Topup

Topup Status

Transaction History

Top Up Request Status

Status » View Topup Request Status

Topup Request Status Search

Account No.

Transaction Start Date

Transaction End Date

Status

Select from list

Reset

Search

Account No.	Company	Transaction Date	Transaction ID	Bank Name	Amount	Status
152983660782	PUSPAKOM SDN BHD xxx	13-02-2019	TRX-747	CIMB Bank Berhad	1,230.00	APPROVED

Showing 1 to 1 of 1 entries

Once top up request been approved by PUSPAKOM, user will receive email notification and the status will change to 'Approved'.

Transaction History

Fill in the fields if user want to search history by specific keyword. Then click 'Search button'.

Home

Profile

e-wallet Topup

Topup Status

Transaction History

Transaction History

History » Transaction History Inquiry

Transaction History Search

Account No.

Transaction Start Date

Transaction End Date

Transaction Type

Status

Reservation No.

Invoice No.

Reset

Search

Account No.	Transaction Date	Transaction Type	Payment Method	Reservation No.	Invoice No.	Top-up Trx Ref	Transaction Fees	Transaction Amount	Running Balance	Top
152983660782	13-02-2019	TOPUP	BANK IN SLIP			TRX-747	0	1,230.00	1,230.00	

Showing 1 to 1 of 1 entries

View Transaction

Account No.152983660782

Transaction Details

Transaction Amount

1230

Transaction ID

127371107503

Transaction Date

13-02-2019 16:34:23 PM

Top-up Trx Ref

TRX-747

Transaction Type

TOPUP

Reservation No.

Transaction Fees

0

Invoice No.

Status

SUCCESS

Transaction Description

Close

Customer can view the details of transaction history. Double click the data to view details.



For Top Up Agent

Registration




Login to your account

 user



☐ Remember me

Reset

Login 

Forgot password ? [click here](#)

[Top Up Agent Registration](#)

Click the 'Top Up Agent Registration' link

Upon clicking the link, user will be redirected to Registration page.

Registration

Full Name *

IC Number *

Company Details:

Company Name *

City *

Company Registration Number *

Postcode *

Address *

State *

Top Up Agent Details:

e-wallet User ID (Email ID) *

e-wallet Password *

Good password!

Re-type Your Password *

Link to customers:

Customer Email ID *

Customer Name

Company Name

Registration No.

Upload Authorization Letter / Document : * (PDF or Image file less than 5MB size)

Please attach the authorization letter here.

New Documents :

Name	Size	Description	Actions
Authorization_Letter_Sample.pdf	0.05 MB		Remove

[Remove all](#)

[Download Sample Authorization Letter](#)

☒ I hereby declared that I have read and agree to the [Terms & Conditions](#).

[Back](#)

[Submit](#)

1

Fill in the fields including email ID and password.

2

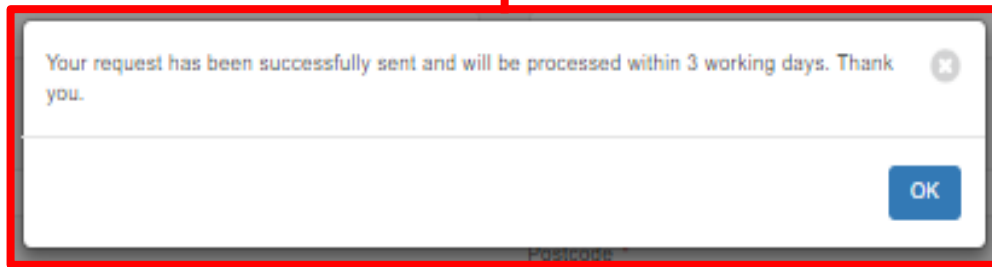
To link to customers, type the exact email of customer and select. To add more customers, click '+' icon button. Attach the authorization letter of customer.

3

Click 'Submit' to complete registration.

Registration & Login

After the registration successful, notification email will be sent to top up agent and the pop up message will shown.



Once PUSPAKOM approved the registration, top up agent will receive email notifying that the registration already approved and will be provided the link to login page.

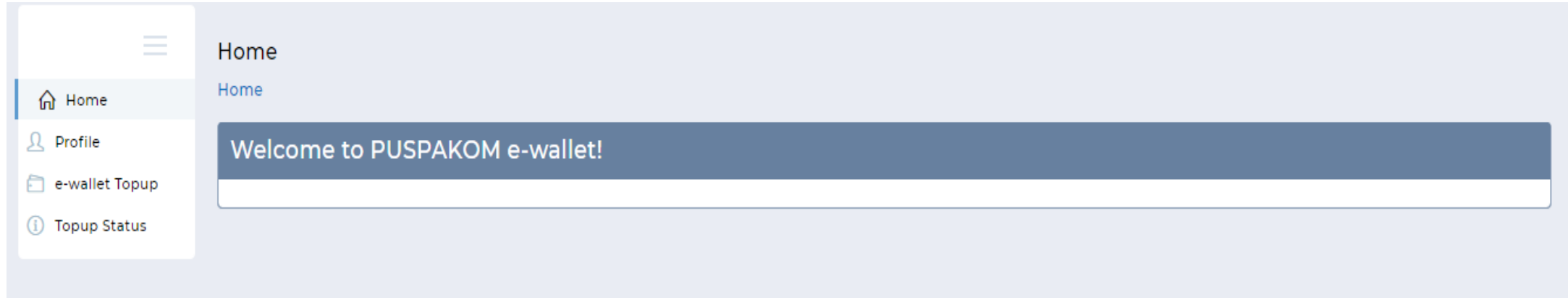
Enter username and password.

1

2

Click 'Login'

Home Page



The home page of PUSPAKOM e-wallet will be redirected to Top Up Agent after login.

Profile Update

Profile

Profile • Manage User Profile

Profile

Profile Information

Account Type

Account Login Information

Email

puspakomtesting@gmail.com

Personal Information

Name

user3

Gender

Select from list

IC No.

999999-99-9999

Date of Birth

Address

bumi

Postcode

22132

State

Kuala Lumpur

Update

1 Fill in any fields user want to update

2 Click 'Update' button to update user profile.

E-wallet Top Up Transaction

Home

Profile

e-wallet Topup

Topup Status

e-wallet Topup

e-wallet Topup • Manage Top Up Transaction

Topup Payment To: PUSPAKOM Sdn Bhd
Account No : 500510930136 (Maybank Berhad)

1 Company Info

2 Payment

3 Complete

Company Name *

PUSPAKOM SDN BHD xxx

Registration No.

285985-U

Account No.

152983660782

Available Balance

0

Topup Amount *

Continue >

1

Choose the customer's company name that user want to top up.

2

Enter any amount (not less than RM1) for top up.

3

Click 'Continue' for the next process.

E-wallet Top Up Transaction

1

Company Info

2

Payment

3

Complete

Payment Options

Payment Options *

Bank Slip

Online Banking (Available Soon!)

Bank Slip

Amount

1230

Transaction ID *

TRX-747

Bank *

CIMB Bank Berhad

Transaction Date *

29-01-2019

Bank Slip Proof *

(PDF or Image file less than 5MB size)

Drop file here or click to add document.

Upload Documents :

Name	Size	Description	Actions
payment_proof.pdf	0.61 MB	Bank Slip	<div>Remove</div>

Remove all

< Back

Continue>

1

Fill in all the fields and attach proof of payment.

2

Click 'Continue' for the next process.

E-wallet Top Up Transaction

Topup Payment To: PUSPAKOM Sdn Bhd
Account No : 500510930136 (Maybank Berhad)

1 Company Info

2 Payment

3 Complete

Total Amount

Amount

1230

Transaction ID

TRX-747

Bank

CIMB Bank Berhad

Transaction Date

29-01-2019

< Back

Submit✔

1 Confirm all the information inserted are correct.

2 Click 'Submit' to proceed for transaction.

Your topup request is now pending for Puspakom review and approval.

OK

3 User will receive this message and notification email when the request has been sent. Customer also will be notified by email.

Top Up Status

Home

Profile

e-wallet Topup

Topup Status

Top Up Request Status

Status » View Topup Request Status

Topup Request Status Search

Account No.

Transaction Start Date

Transaction End Date

Status

Select from list

Reset

Search

Account No.	Company	Transaction Date	Transaction ID	Bank Name	Amount	Status
152983660782	PUSPAKOM SDN BHD xxx	13-02-2019	TRX-747	CIMB Bank Berhad	1,230.00	PENDING

Showing 1 to 1 of 1 entries

User can view their top up request status to keep track of their top up transaction.

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REJECTED: Request is rejected by PUSPAKOM.

Home

Profile

e-wallet Topup

Topup Status

Top Up Request Status

Status » View Topup Request Status

Topup Request Status Search

Account No.

Transaction Start Date

Transaction End Date

Status

Select from list

Reset

Search

Account No.	Company	Transaction Date	Transaction ID	Bank Name	Amount	Status
152983660782	PUSPAKOM SDN BHD xxx	13-02-2019	TRX-747	CIMB Bank Berhad	1,230.00	APPROVED

Showing 1 to 1 of 1 entries

Once top up request been approved by PUSPAKOM, user will receive email notification and the status will change to 'Approved'. Customer also will be notified by email.

Top Up Status

User can search for specific data by searching in the advanced search and click 'Search' button.

Home

Profile

e-wallet Topup

Topup Status

Top Up Request Status

Status View Topup Request Status

Topup Request Status Search

Account No.

Transaction Start Date

Transaction End Date

Status

Select from list

Reset

Search

Account No.	Company	Transaction Date	Transaction ID	Bank Name	Amount	Status
152983660782	PUSPAKOM SDN BHD xxx	13-02-2019	TRX-747	CIMB Bank Berhad	1,230.00	APPROVED

Showing 1 to 1 of 1 entries

Top Up Request

Account No.

186059455978

Company

IRIS Corporation Berhad

Registration No.

IRIS Corporation Berhad

Company Type

CORPORATE

Payment Details

Current Balance

11274

Payment Method

Bank In Slip

Top Up Amount *

1213

Transaction Date *

13-02-2019

Bank Name *

Bank Simpanan Nasional (BSN)

Transaction ID *

TRX12345

Approve/Reject Reason *

Attachments

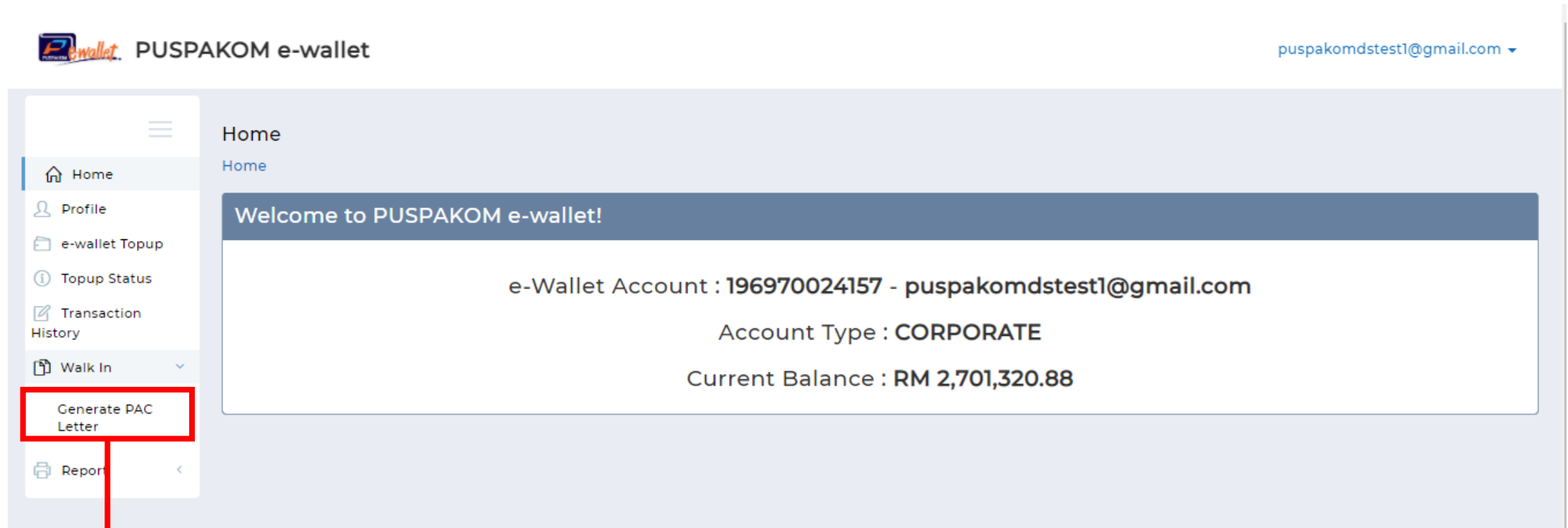
Name	Size	Description	Actions
Authorization_Letter_Sample.pdf	0.05 MB	test	<div>View</div> <div>Download</div>

User can view details of top up status by double clicking the data in table list.



For Corporate User

Walk In



1

Go to 'Walk In' tab upon login to e-wallet account. Click 'Generate PAC Letter'.

Home

Profile

e-wallet Topup

Topup Status

Transaction History

Walk In

Generate PAC Letter

Report

Generate PAC Letter

Report • Corporate e-Wallet Monthly Statement

Vehicle Plate Number

Date From :

Date To :

* NOTE: Maximum duration of PAC Letter is 7 Days only.

Generate PAC Letter

1

Fill in Vehicle Plate Number and choose the date range. Make sure the date range does not exceed 7 days.

2

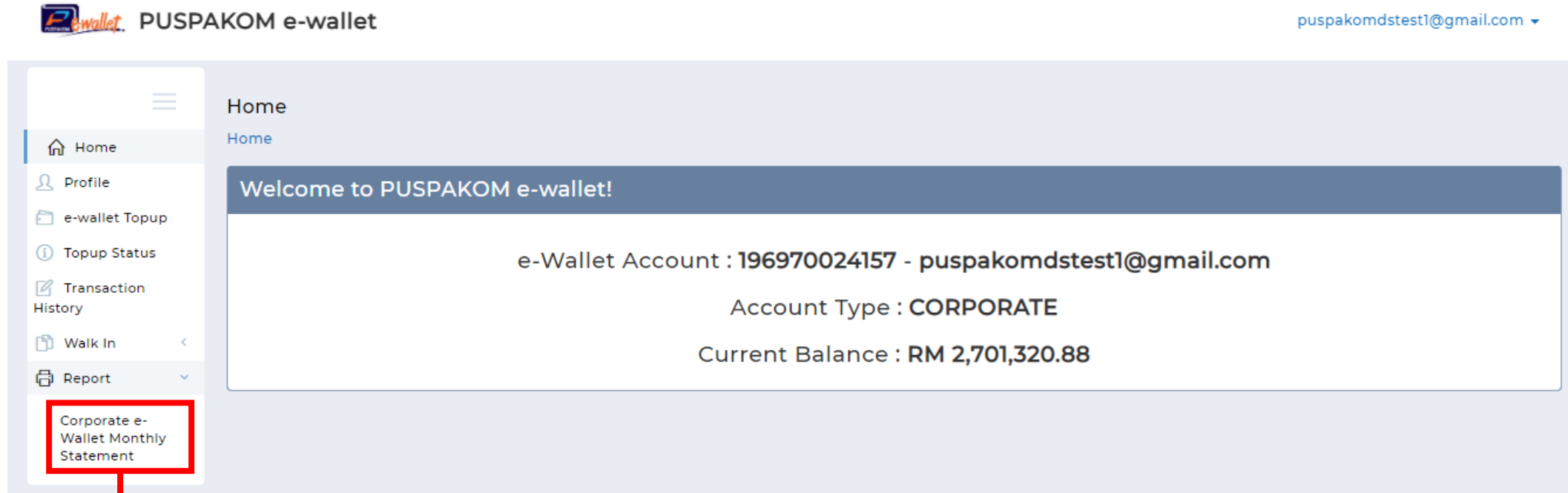
Click 'Generate PAC Letter'. Letter will be downloaded after button is clicked.



PAC_LETTER_2021....pdf



Corporate Monthly Statement



1

Go to 'Report' tab. Click 'Corporate e-wallet Monthly Statement'.

1

Select 'Year' and 'Month'.

Corporate e-Wallet Monthly Statement

Report • Corporate e-Wallet Monthly Statement

Year

Select from list



Month

Select from list



Generate Statement



EWALLET_MONTHL....xls



2

Click 'Generate Statement'. Report will be downloaded after button is clicked.