

National Industries Park Withdrawal of BG Paper User's Manual

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Table Designs

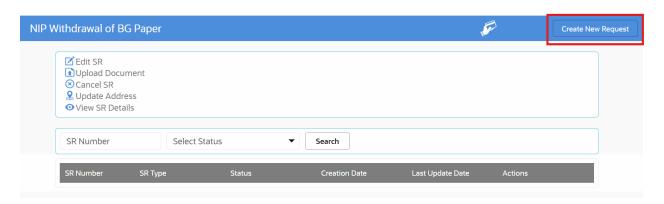
DOCUMENT DETAILS

Document Name	Withdrawal of BG Paper
Project Name	
Business Unit	National Industries Park
Author(s)	DT Training Dept.
Last Updated Date	15 th November 2025
Current Version	1.0

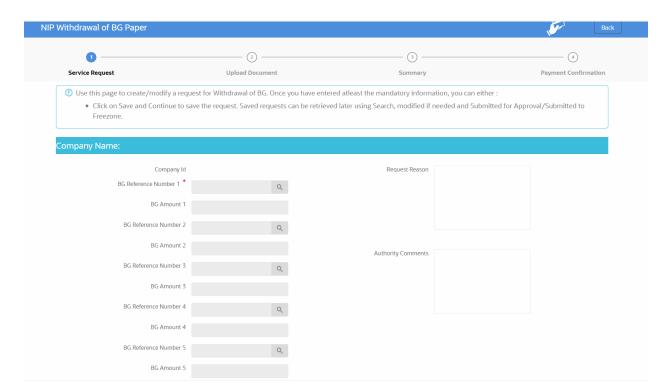
This service enables customers to request for withdrawal of the submitted Paper or Bank Employee Guarantee from NIP Authority.

Procedure:

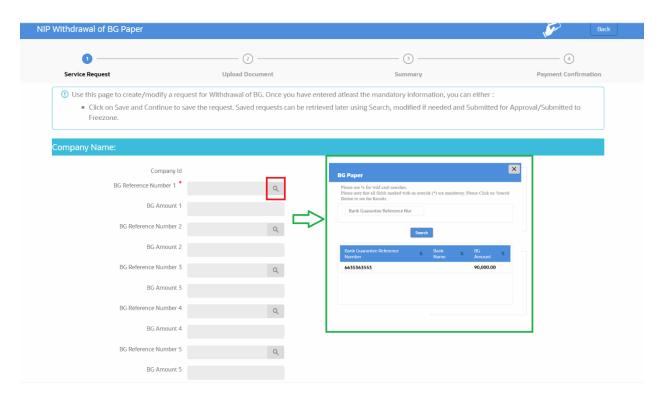
1. Click "Create New Request" to initiate the process:



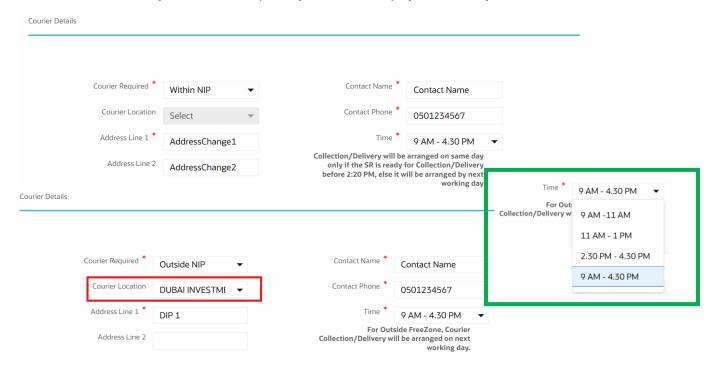
2. Enter the information as shown below:



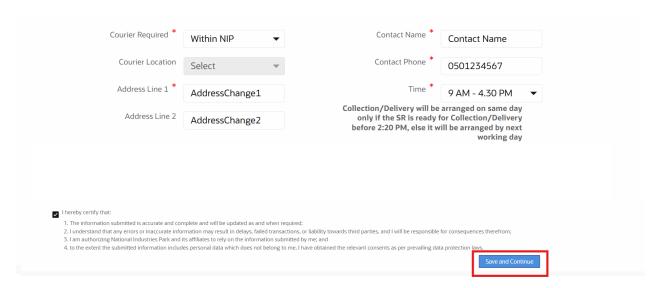
3. Select the "Bank Guarantee" you wish to withdraw.



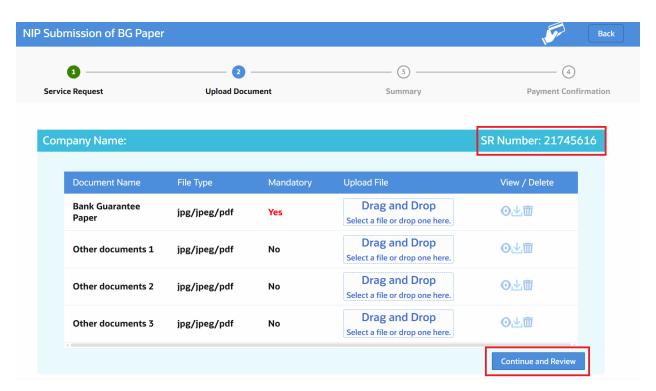
- 4. Update the courier information either "Within NIP" or "Outside NIP". You may change the address as required. "Courier Location" is only required if Outside NIP is selected.
 - Courier information is required for the delivery of document from NIP.



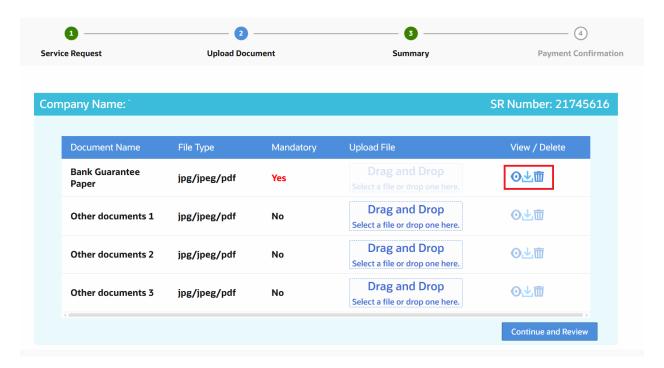
5. Click "Save and Continue" to proceed.



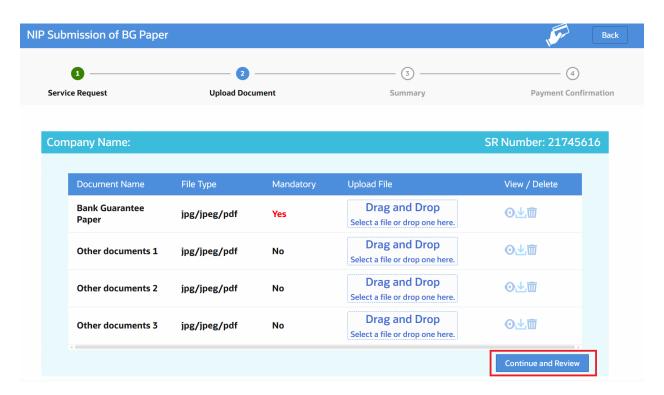
- 6. Upload the required documents by using the "Drag and Drop" option or simply by selecting a file. Click "Continue and Review".
 - The SR number will be generated at this stage.



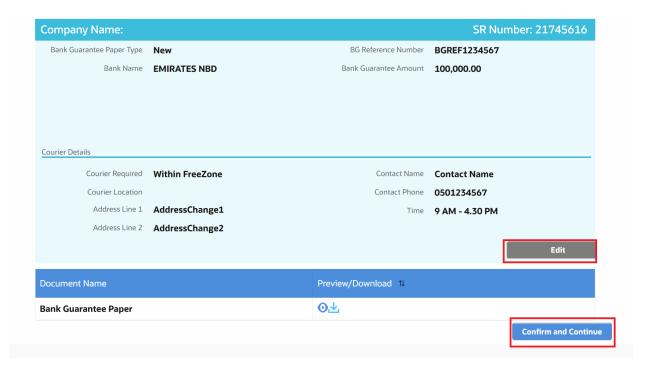
You may review, download or delete a file you have uploaded using the available options on the right.



7. Click on "Continue and Review" to move on to the next section.



8. A summary will be displayed along with the SR number. You can edit the details, view the document or click "Confirm and Continue" to proceed.



9. The fees will be displayed. Click "**Submit**" to complete the request. A submission confirmation message will be displayed.

