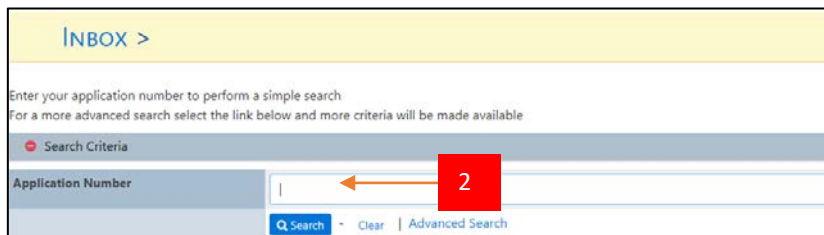
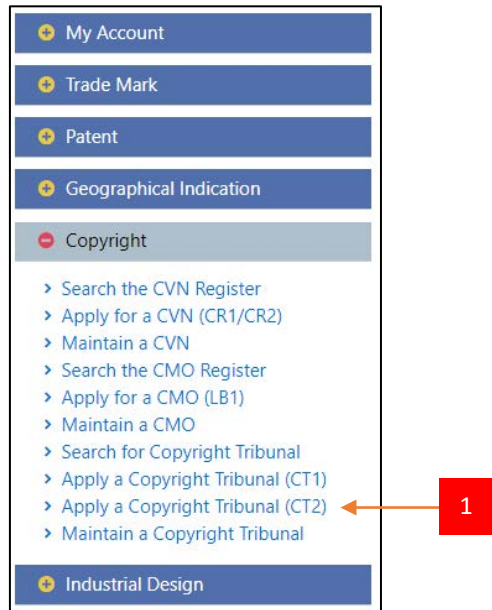
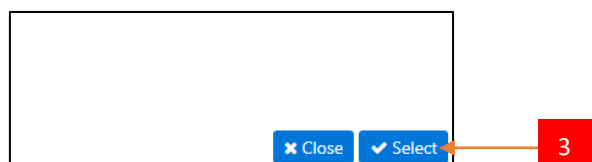
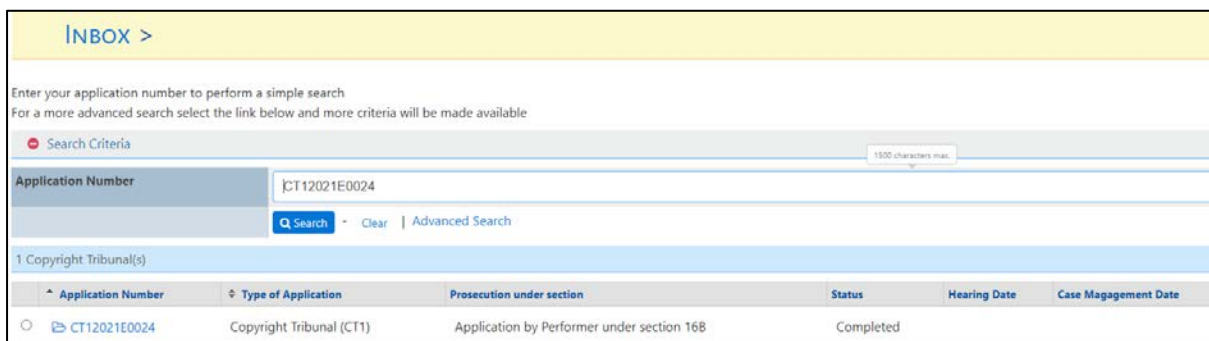


# APPLY CT2



1. After log in at Extra, Applicant need to click “Apply a Copyright Tribunal (CT2)” under Copyright module.
2. A page appeared as above. Applicant need to insert the application number got from CT1.




- A list is appeared below the searching tab. Applicant need to choose the related application number and click the Select button at the right side.

**INBOX > APPLY FOR A COPYRIGHT TRIBUNAL (CT2)**

Complete the fields below, and press Submit at the bottom right hand corner, to submit your application.  
 You can save your application at any stage by pressing Save at the bottom right hand corner.  
 All fields marked with need to be completed.  
 For further information please refer to the Copyright section of this website.

**Your saved copyright requests**

If you have a saved application that you wish to complete, press Select below and choose it from your list.

Select 

**Reference**

Reference

**CT Application**


Case

Application Number	Type of Application	Prosecution under section	Status	Hearing Date	Case Management Date	Re
CT12021E0024	Copyright Tribunal (CT1)	Application by Performer under section 16B	Completed			

**Section A : Applicant**

**Identity**

Identify who the applicant is for this application. If you or your organisation are the applicant then select that you are applying in your own right, if not then you are acting as an agent. Select whether you're acting for your own right, as an agent or as a legal representative, where appropriate addresses will be populated accordingly.

I am acting :  In my own right  Authorized Person 


**Section A : Applicant**

**Identity**

Identify who the applicant is for this application. If you or your organisation are the applicant then select that you are applying in your own right, if not then you are acting as an agent. Select whether you're acting for your own right, as an agent or as a legal representative, where appropriate addresses will be populated accordingly.

I am acting :  In my own right  Authorized Person

**Section B : Respondent**

Respondent  Search 

**Information**

Section C :

**Application or reference**

Application by Performer under section 16B(3C)  
 Reference under section 27D(2)  
 Application under section 27F(2)  
 Application under section 27K(2)

**Section D :**

**Grounds of Application or references**

Note : the applicant(s) must provide grounds of application or references mentioned in Section C above

**Section E :**

**Declaration**

I (state name and NRIC no.)

do solemnly and sincerely declare that the contents of this form are true and I make this solemn declaration conscientiously believing the same to be true.

**Payment**

- An Apply Page for Copyright Tribunal 2 is appeared as above. Click the Select under the tab 'Your saved Copyright requests' if there are saved application that wish to complete.
- For section A, Applicant need to select the Identity based on their preferences.
- For section B, Applicant need to choose the respondent by clicking the Search button. After click the button, a page is appeared as below:

INBOX > SEARCH INDIVIDUAL/COMPANY

CustomerHelpText

Use the form below to search for clients.

Should you want to edit your own client, tick the checkbox "Individual/Company linked to myself".

Search

Customer type	No selection	Name	
Type of ID	No selection	Id	
Agent Number		Mobile	
Phone		Address	
Email		Country	No selection
Post Code		Town	No selection
State	No selection	Nationality	No selection
Type of Profile	No selection		
Death Date	from to		
Bumiputra	<input type="radio"/> Yes <input type="radio"/> No		
Individual/Company linked to myself	<input type="checkbox"/>		

-

I could not find the identity of the current role and wish to provide it manually with the minimal information I possess.  
Note: The applicant has the duty to identify the respondent before filing. Use this option only as a last resort.  
Press the "Add" button below to keyin the information.

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7. If the respondent is already saved in the system, search it by using some of their information and click Search button. A list of respondents will be shown below the searching tab.
8. Tick which respondent related, and click the Select button.
9. If the respondent is not yet in the system, click the Add button.
10. A page to create a new person as below is appeared:

INBOX > MAINTAIN INDIVIDUAL/COMPANY Logout

Edit Individual/Company

Type	Company
Nationality	No selection
ID Type	No selection
Individual/Company ID	<small>This field is mandatory for Malaysians only. Otherwise, please select a foreign nationality.</small>
Name	Name as per MyKad
Import Client	<input type="button" value="Import From SSM"/>
Email	
Email(2)	
Email(3)	
Phone	
Mobile	
Kind of profile	No selection
Anonymous/Pseudonym/Pen Name	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Is Dead	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Addresses	<input type="button" value="Add"/>

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11. Complete the information above and click the Submit button.
12. The information will automatically be generated in field Respondent at apply page.

Information

Section C:

Application or reference

- Application by Performer under section 16B(2)
- Reference under section 27D(2)
- Application under section 27F(2)
- Application under section 27K(2)

Application under section 27K (2)

Date of decision

I, being "a licensing body"/"a person entitled to the benefit of the order made under section 271 or 271, hereby apply to the Copyright Tribunal to confirm/ vary the order made by the Tribunal under section 271 or 271 by a decision dated

test

(section 27K).

Section D:

Grounds of Application or references

Note: (the applicant(s)) must provide grounds of application or references mentioned in Section C above

test

Section E:

Declaration

I (state name and NRIC no.)

test

do solemnly and sincerely declare that the contents of this form are true and I make this solemn declaration conscientiously believing the same to be true.

Payment

Fee(s)	Fee Amount	Total
CT2 application	300.00	300.00

Digicert Signature

ID

PIN

Close Save Submit

13. For Information, Applicant need to fill in all the field especially the field that come out with red dot.
14. Please notice here that under Section C, every application/references has differences fees, Applicant can see it through tab Payment at below of the apply page.
15. After complete fill in the apply page, click the Submit button.
16. Do not forget to insert the Digicert ID and pin.
17. Applicant will get a popup notification that contain CT2 case number.

