

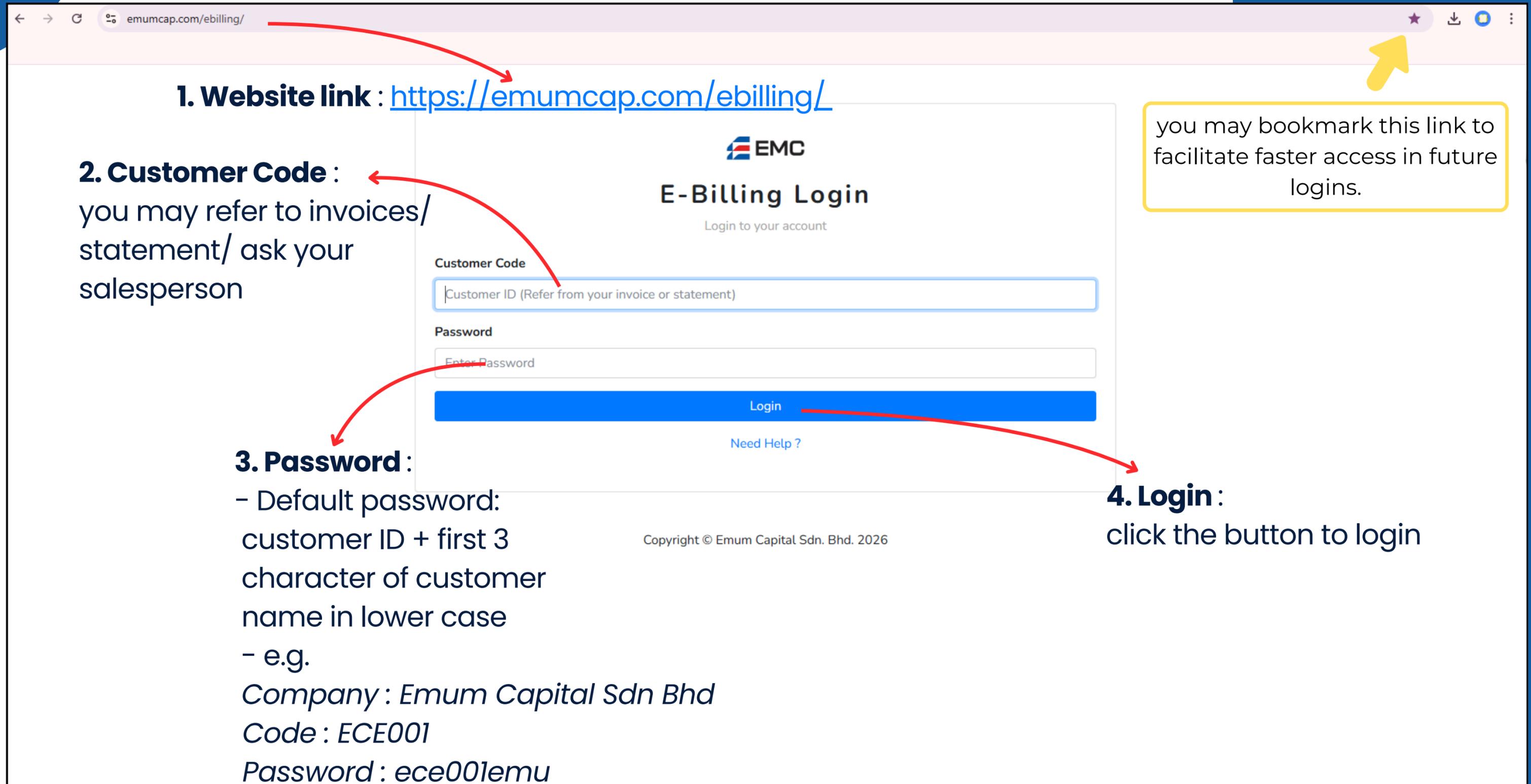


# E-BILLING PORTAL GUIDELINE

EMUM CAPITAL SDN BHD



# Customer Login Page



The screenshot shows a web browser at the URL [emumcap.com/ebilling/](https://emumcap.com/ebilling/). The page features the EMC logo and the title "E-Billing Login" with the subtitle "Login to your account". There are two input fields: "Customer Code" with a placeholder "Customer ID (Refer from your invoice or statement)" and "Password" with a placeholder "Enter Password". A blue "Login" button is positioned below the fields, and a "Need Help?" link is located underneath it. A copyright notice "Copyright © Emum Capital Sdn. Bhd. 2026" is at the bottom center. Annotations include a red arrow pointing from the browser's address bar to the URL text, a red arrow from the "Customer Code" field to its description, a red arrow from the "Password" field to its description, and a red arrow from the "Login" button to its description. A yellow box on the right contains a tip about bookmarking the link, with a yellow arrow pointing to the star icon in the browser's address bar.

**1. Website link :** <https://emumcap.com/ebilling/>

**2. Customer Code :**  
you may refer to invoices/  
statement/ ask your  
salesperson

**3. Password :**  
- Default password:  
customer ID + first 3  
character of customer  
name in lower case  
- e.g.  
*Company : Emum Capital Sdn Bhd*  
*Code : ECE001*  
*Password : ece001emu*

**4. Login :**  
click the button to login

you may bookmark this link to  
facilitate faster access in future  
logins.

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Hi,  
**Change Your Password**

Please change your default password.

Current Password

New Password

Confirm New Password

Save

**4. Change Password :**  
Change your own  
memorable password.

And then click



emumcap.com/ebilling/user/changepassword

EMC Home **Billing** Change Password Help Logout

Hi, **Home Page :**  
After save new password, portal will jump to Home Page.

New password changed.

Search Your Billing Reference :

Reference No.

No Result.

**Search Invoices :**  
If you know your invoice or credit note number, you can search through this box and click

**or**

**Billing / More Search Options :**  
If you wish to download the invoices by weekly or monthly, you can click **Billing / More Search Options** to use advance searching tools

you can access the advance searching option in **2** ways  
I) Billing  
II) More Search Options

I

II

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Hi,  
Transactions Reference

Month:   January February March April May June July August September October November December

Year:

Type:

Reference No.

Search:

Billing Date	Reference No	Amount	Period	Uploaded

### 5. More Search Options :

you can use the filter to assist you to get the invoice you want.  
(refer to step a, b & c)

### 6. After selection :

**MUST** click  to run the filter.

**a. Month :**  
you may choose the month you want

**b. Year :**  
you need to choose the year to ensure the document you get is correct

**c. Type (optional) :**  
you can choose whether you want only or all documents

Hi,  
Transactions Reference

Month: October | Year: 2025 | Type: - All - | Reference No.: Reference Number | Find | Refresh

Dear Customer,

EMUM has implemented E-invoices since 01/12/2024. Kindly download your invoice one by one, ensuring it includes the QR code. If any invoices previously downloaded without the QR code, please re-download them.

Thank you for your understanding, and we apologize for the inconvenience caused.

Show 100 entries

Search:

Type	Billing Date	Reference No	Amount	Period	Uploaded
Invoice	2025/10/02	<a href="#">EC2510-0042</a>	RM 16,720.00	2025-10	2025-10-07
Invoice	2025/10/02	<a href="#">EC2510-0042</a>	RM 16,720.00	2025-10	2025-10-07
Invoice	2025/10/02	<a href="#">EC2510-0043</a>	RM 16,720.00	2025-10	2025-10-07
Invoice	2025/10/02	<a href="#">EC2510-0043</a>	RM 16,720.00	2025-10	2025-10-07

Showing 1 to 4 of 4 entries

**Sorting :**

you can sort document by types, billing date, reference no, amount & etc ...

**7. Preview & Download :**

you can click on the **doc. number** to preview it and click the **download button** to download the invoices.



*Thank  
You*

