

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service Department
Kumpulan Wang Simpanan Pekerja (KWSP)
[KWSP Office Address]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Inquiry Regarding KWSP Payment

I hope this letter finds you well. I am writing to inquire about the status of my KWSP payment.

Details are as follows:

- Name: [Your Full Name]
- MyKad Number: [Your MyKad Number]
- EPF Account Number: [Your EPF Account Number]
- Period of Inquiry: [Specify the relevant period]

I have reviewed my records and noticed that I have not received the expected contributions for the above-mentioned period. I would greatly appreciate your assistance in providing information regarding the status of my payments.

Thank you for your attention to this matter. I look forward to your prompt response.

Yours sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]