

Application Form

MTC Financial Incentive for Purchase of Machinery 2018

A. Company Information

1. **Company:**

2. **Address:**

Postcode: **Town:**

3. **Factory address (If different from Item 2):**

Postcode: **Town:**

4. **Own manufacturing facility** or
 Sharing manufacturing facility with other company

5. **Tel no.:** -

6. **Fax no.:** -

7. **Contact person:**

8. **H/P no.:** -

9. **Email:**

10. **Member of one of the following associations (Membership No.: _____)**
 MFC **MPMA** **MWIA**
 MWMJC **PEKA** **TEAM**

15. Project and commissioning schedule

Description	Scheduled Completion Date
1. Civil works	
2. Delivery of machinery (Arrival)	
3. Installation of machine	
4. Trial runs	
5. Commissioning	

16. Country of origin:

D. Company's Declaration

I, declare and confirm that the machine(s) to be purchased would be utilised directly in our own manufacturing process. I shall undertake to refund in full the disbursed amount to MTC in the event of non-compliance. I confirm that the details furnished herein are true and accurate:

- Company is incorporated in Peninsular Malaysia and involved in sawmilling or production of value added wood-based products.
- Company is in operation for at least three (3) years.
- Company does not receive other grant or subsidy for the procurement of the said machine(s) from other government or government-linked agencies.

Applicant's Signature	Company's Stamp
Name: Designation: Date (dd/mm/yy): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	

E. Verification by Timber Associations

We hereby confirm that _____ (applicant) is an active member of our association, and is incorporated in Peninsular Malaysia.

<p>Signature</p>	<p>Association's Stamp</p>
<p>Name:</p>	
<p>Designation:</p>	
<p>Date (dd/mm/yy): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/></p>	

F. Document Checklist

NO.	DOCUMENT	CERTIFIED AS TRUE COPIES (Please tick)	REMARKS
A	COMPLETED APPLICATION FORM		
B	THIS CHECKLIST		
C	OTHER DOCUMENTS REQUIRED		
1	Purchase order/contract		
2	Photos of machine(s)		
3	Technical specifications of machine(s)		
4	Form 24 and Form 49 as per Company Act 1965		
5	Form of Annual Return		
6	Manufacturing process flow chart explaining major processes, and the relevant position of the purchased machine(s) on the factory floor		
7	Latest 3 years audited accounts		
8	Latest 3 months bank statements		
9	Latest Employees Provident Fund's statement		

Note: Please sort the documents submitted in the sequence as per the checklist above.

IMPORTANT NOTES:

1. All documents can be certified either by the chief executive officers, managing directors, and owners of the companies or accountants.
2. All documents must be submitted according to the checklist above.
3. Incomplete submissions may lead to delays in approval of application.