

Checklist for Approval in Principal from Labuan FSA for Registration under Section 16

No.	Documents Required	Payment
	STEP 1	
1.	Form 9 (Application for reservation of name)	RM50/USD15
	Note: Once approved by Labuan FSA, proceed with step 2	
	STEP 2	
1.	Application for re-domiciliation process where prior approval by Labuan FSA is required (optional)	RM300/ USD100
	Documents required: Notice of Board Resolution	
2.	Once approved, Labuan FSA will issue Certificate of Confirmation	RM100/ USD30
	Note: Certificate of confirmation is valid for a period of 12 months, failure to proceed with STEP 3 will cause the approval be deemed as null and void	
	STEP 3	
1.	Application for re-domiciliation process	RM300/ USD100
	Documents required:	
a)	Board Resolution	
b)	Memorandum & Articles from the country of origin (to attach translation in English if original copy not in English)	
c)	Consent of Shareholders/Debenture Holders/Creditors	
d)	Consent of Transfer from Other Jurisdiction	
e)	Letter of Declaration/Affidavit by Director	
f)	Certified Copy of Certificate of Incorporation from its Country of Origin	
g)	Certified Copy of the Register of Directors	
h)	Certified Copy of the Register of Members	
i)	Certified Copy of Discontinuance of Deregistration Certificate from Country of Origin or any document that is meant for similar purpose	
j)	Memorandum & Articles under Labuan Companies Act 1990	
k)	Form 6 : Statutory Declaration of Compliance	
l)	Any other supporting documents (optional)	
	Upon approval, Labuan FSA will issue Certificate of Registration of a Foreign Company as being continued in Labuan (Form 8)	

	Note: Registration fee is applicable and the amount of fee is depending on the amount of paid up capital as below:		
	Paid Up Capital	Registration Fee	
	Not exceeding RM50,000	RM1000	
	RM50,001 to RM 1 million	RM2000	
	RM1,000,0001 and more	RM5000	
	Total fee payable		RM750 plus registration fee

Checklist for Registration under Section 16 without approval in principal by Labuan FSA										
No.	Documents Required	Payment								
	STEP 1									
1.	Form 9 (Application for reservation of name): Name must be similar to the registered name at the country of origin.	RM50/ USD15								
	Note: Once approved by Labuan FSA, proceed with step 2									
	STEP 2									
1.	Application for re-domiciliation process	RM300/ USD100								
	Documents required:									
a)	Board Resolution									
b)	Memorandum & Articles from the country of origin (to attach English translation if original copy not in English)									
c)	Consent of Shareholders/Debenture Holders/Creditors									
d)	Consent of Transfer from Other Jurisdiction									
e)	Letter of Declaration/Affidavit by Director									
f)	Certified Copy of Certificate of Incorporation from its Country of Origin									
g)	Certified Copy of the Register of Directors									
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j)	Memorandum & Articles under Labuan Companies Act 1990									
k)	Form 6 : Statutory Declaration of Compliance									
l)	Any other supporting documents (optional)									
	Upon approval, Labuan FSA will issue Certificate of Registration of a Foreign Company as being continued in Labuan (Form 8)									
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Paid Up Capital	Registration Fee									
Not exceeding RM50,000	RM1000									
RM50,001 to RM 1 million	RM2000									
RM1,000,0001 and more	RM5000									
	Total fee payable	RM350 plus registration fee								