

## FORM CHECKLIST

### APPLICATION FOR REGISTRATION AS A GEOLOGICAL CONSULTANCY FIRM (BODY CORPORATE)

*(To be submitted together with Form K3)*

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	<u>Applicant</u>	<u>For Office Use</u>
1. Form K3 has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
2. Processing Fee of RM100.00	<input type="checkbox"/>	<input type="checkbox"/>
Option - Courier service charge of RM 15.00 for delivery of Certificate of Registration.	<input type="checkbox"/>	<input type="checkbox"/>
3. Form M - List of <b>all</b> Directors in the Body Corporate has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
A Board of Directors where at least 50% of its Members are Registered Professional Geologists.		
4. Form N - List of <b>all</b> Shareholders equity has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
At least 70% of its share equity held by Registered Professional Geologists.	<input type="checkbox"/>	<input type="checkbox"/>
5. Paid-up capital – Minimum paid up capital of RM50,000.00	<input type="checkbox"/>	<input type="checkbox"/>
6. Form SD - Statutory Declaration of all directors and shareholders has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
7. Declaration Letter on involvement in Geological Consultancy Firm.	<input type="checkbox"/>	<input type="checkbox"/>
8. Acknowledgement Letter on Registered Professional Geologist's involvement in the Geological Consultancy Firm. (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>
9. Acknowledgement Letter by company or other than GCFs (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>

10. Copy of Resolution from the Board of Directors authorizing the Registered Professional Geologist to make all the final geological decisions on behalf of the Body Corporate.

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11. Form Certified by SSM (Companies Commission of Malaysia) & Approval Stamp must be original

(i) Form 49

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(ii) Form 24

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(iii) Form 32A (certified by company secretary)

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12. Certified true copy of Registration of Business.

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**Notes / Other Matters :**

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I confirm that I have completed the above and fulfil BoG's requirements.

Signed by the Director-in-charge

Name: .....

Registration No. : .....

Date : .....

For Office Use Only

Signature of Officer-in-charge  
Board of Geologists Malaysia

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Date: