

E-MAIL: yPHONE: +6011-12037291ADDRESS: Bukit Jalil

Office A-3-3, Aurora Place, Plaza Bukit Jalil, No.1, Persiaran Jalil

1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan

Kerinci, 59200 Kuala Lumpur

Employment Pass Corporate Insurance Government Grants &

Incentives Corporate Training HR Consulting Employees Performance Reward

Business Terms Privacy Policy Terms of Use Refund Policy

Anti-Bribery & Corruption Policy | Anti-Money Laundering Policy

| Client Service Charter | Anti-Sexual Harassment Policy | Anti-IP

Theft Policy

MISHU Group of Companies MISHU SDN BHD (202001002122 (1358441-X)) MISHU

CA SDN BHD (202101003460 (1403758--P)) MISHU CONSULTING SDN BHD

(202101025051 (1425351--U)) MISHU HR & TRAINING SDN BHD (202301013282

(1507204-T)) MISHU CORPORATE SERVICES SDN BHD (202101025050

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien

mempunyai pengalaman positif mengurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Enjoy significantly less setup time and the credibility that comes with an established business name.

They go by different names including blank slate company, ready-made company or ready off-shelf company. Regardless of the different names, they share the same idea, which is a legally registered company that is dormant and intended to be sold to another owner.

Like products displayed on shelves in a supermarket, a Shelf Company is ready to be bought immediately and can begin operating extremely quickly.

As we all may know, starting and ending a business is typically a time-consuming process filled with paperwork that everyone might not want to go through. Buying a shelf or ready-made company means that owners can start their business with significantly less paperwork to deal with. In some cases, it's almost a requirement to start out with a shelf company. For example, a client might want to pay immediately, and an existing bank account is needed to legitimately receive the payment. Another very common situation is where owners require a loan for their business or want to bid on a contract. In these cases, buying a credible and established shelf company gives the owner an upper hand as they can present a more trustworthy image. In most situations, a company's longevity and initial paid-up capital create legitimacy.

While it is legal to buy a shelf company, there are scenarios where these companies are bought with illicit intentions such as tax evasion or receiving illegal payments.

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Always ask for a company's due diligence or a shelf company verification report before any purchase to be sure the business has a clean record with no outstanding taxes owed.

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We take pride in what we do as your one-stop digital company secretary. As company secretaries, we are very fond of the small details in businesses. So, rest assured that we filter our selection of businesses available in our list.

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We prioritise companies that we have incorporated ourselves from a clean slate while other companies have gone through our serious inspection and carefully vetted before taking over. Rest assured you can have a pleasant experience browsing through our selection.

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inspection and carefully vetted before taking over. Rest assured you can have a pleasant experience browsing through our selection.

Buying a shelf company is completely legal as the business itself is a legally registered company that has been dormant.

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A shelf company is the same as any other company, so anything that a normal company can do, a shelf company can do too. This also means whatever cannot be done with a normal company cannot be done with a Shelf Company.

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Contact us to view our latest price list of shelf companies based on your requirements. Once everything is confirmed, it is a simple process of transferring ownership of your desired company to you.

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Purchasing shelf companies gives business owners an edge when applying for a loan or pitching as a well-established company has better credentials compared to a new startup.

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There?s absolutely no risk! Take our commitment and try us out.

100% Online | Fully Compliant | Fast and convenient

? One (1) copy of front & back of MyKad or PR card? One (1) Driving

License photo? IC verification (selfie with IC, clear photo)? Proposed

business name (check availability here)? Nature of business? Business

address? Preferred correspondence address with SSM? Current

residential address

1 Year2 Years3 Years4 Years5 Years

A typical renewal takes 15-45 minutes during normal working hours

(Monday-Friday, 9am-6pm). For urgent cases, contact *whose number?*

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(Monday-Friday, 9am-6pm). For urgent cases, contact *whose number?*

Licenses that have expired for over twelve (12) months cannot be renewed online. The owner must present themselves physically at the nearest SSM branch for further rectification.

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Yes, you may renew your license up to 90 days before expiration. The current license will only expire on the pre-set date, and the renewal duration remains unchanged.

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No, the form above will suffice.

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Yes, unsuccessful applications get a 100% refund from us.

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New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There's absolutely no risk! Take our commitment and try us out.

Switch to MISHU as your Company Secretary and enjoy the following perks & benefits. It's only RM60 per month.

100% Online | 5 Working Days | Fully Compliant

No more printing, scanning and emailing back to your secretary. Save the environment!

No more printing, scanning and emailing back to your secretary. Save the environment!

Our services are delivered virtually and in-person, subject to your convenience.

Our services are delivered virtually and in-person, subject to your convenience.

No more pen and paper. Sign documents virtually from any device in seconds.

No more pen and paper. Sign documents virtually from any device in seconds.

We are a one-stop solution for your business process needs.

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You can replace a company secretary at any time, but a replacement must be found within 30 days of

termination/resignation.

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On average, it takes about 5 business days, though
your part is done the moment you inform your
current secretary. We' ll handle the rest.

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current secretary. We' ll handle the rest.

None.

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Usually no penalty fee, but do check with your
existing secretary first.

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我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

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, 我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于 New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM 或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

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Plans that cater to businesses of all sizes ? find your perfect fit
here.

Tax consultants help businesses stay fully compliant with current requirements regarding taxation, including preparing and submitting mandatory annual records, compliance with SST, providing strategies for tax restructuring as well as tax due diligence work. Tax consultants also leverage their in-depth understanding of various tax laws to help business owners legally minimise the amount of tax owed while staying compliant with all local regulations.

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Consultation fees start from RM1,000 (excluding disbursement & service tax) based on annual turnover / assets. Please refer to our fee proposal for more detailed information.

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Yes, business owners are allowed to do their own taxes, but as the details on a company's tax situation can be pretty complicated, many businesses would usually engage a third-party tax professional to advise and assist on tax filing and compliance.

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It means complying with all legal requirements as stipulated by law, and such compliance is very important to avoid severe legal action and loss of credibility.

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Malaysia imposes a two-tier corporate income tax system: a. for resident company, the preferential tax rate on the taxable income is 17% on the first RM600,000 and 24% on any subsequent amount if the local company falls under this category:i. it has a paid-up capital of RM2.5 million or less, and a gross income from business of not more than RM50 million;ii. it does not control, directly or indirectly, another resident company that has a paid-up capital of more than RM2.5 million; andiii. it is not controlled, directly or indirectly, by another resident company that has a paid-up capital of more than RM2.5 million. b. for resident company that does not fall under the above category, the tax rate is 24% on its taxable income.

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a. for resident company, the preferential tax rate on the taxable income is 17% on the first RM600,000 and 24% on any subsequent amount

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- i. it has a paid-up capital of RM2.5 million or less, and a gross income from business of not more than RM50 million;
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b. for resident company that does not fall under the above category, the tax rate is 24% on its taxable income.

We wish! No, any amount owed to the Government must be paid in full.

However, a good tax consultant can help businesses legally reduce this amount as much as possible within the parameter of the law.

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Preparation and filing of mandatory annual documents such as tax estimates, tax estimate corrections, annual tax returns and application for tax refunds, where applicable.

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Our tax filing services include preparation and filing of mandatory annual tax reports, lodging of SST returns, corporate tax, indirect tax, digital tax, tax clearance and withholding tax, partnership tax returns, and more.

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We offer a wide range of tax advisory services including tax compliance advice, tax avoidance strategies, tax computation, tax filing, registration and de-registration of Sales and Service Tax (SST), registration of tax reference numbers and employee numbers, applying for tax incentives etc.

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Tax avoidance refers to the legal way to minimise the amount of income tax owed by an individual or a business, such as through claiming for tax deductions, rebates, credits and incentives allowed under the law, maximising retirement contributions or investing in funds or bonds approved by the Government. Tax evasion, on the other hand, is an illegal way to avoid tax payable to the Government, such as through under-reporting income, falsifying deductions, not reporting all applicable business transactions or hiding money in untraceable

accounts. Tax evasion is a serious offence. Individuals or companies who are found liable can be fined, jailed or both.

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There?s absolutely no risk! Take our commitment and try us out.

Mishu team is very easy to work with and very responsive + helpful.

Would recommend their service to anyone seeking a helpful partner to look after cosec and licensing requirements.... read more Keep it up.

Excellent services provided by Miss Stephanie. The explanation was very clear and easy to understand. No hidden charges, also transparently explain. Well done ?

Amazing and knowledgeable agency. I spoke to Rochelle and for the next 45 mins she was a wealth of knowledge and was not stingy with information whilst being extremely helpful.... read more There is a genuine sense of helpfulness with MISHU Highly recommended

It's a very professional company. Managed everything from the start of the company, worked quickly and explained the details well. make you easy to understand If you... read more want to open a company, I recommend MISHU. You won't be disappointed.?

Highly efficient and helpful team. Working with Mishu is smooth and effortless. A good place to start for new business owners.

Setting up a company has never been more convenient and accessible! A big thanks to the sales team and the company secretary who are able to get things done... read more quickly.

The service is good; the response is fast. I never thought incorporating a company will be so simple. The price is affordable too. Thank you, Alex and Elvina. Both of... read more you are professional, kind and helpful! Nice dealing with both of you.

I discovered MiShu through google and I must say, I am very lucky to have discovered Mishu. Mishu has a very dedicated team that specializes in what you need.... read more We appointed them as our

company secretary & their services did not fail. It was swift, easy, fast responses time! On top of that, our other Enquiry was answered and they have been very very helpful. Special thanks to all of them that has assisted us. Those of you who are reading this, if you'd like a fast response and a team of specialized individuals that can help you - go to Mishu. Well, we did and so far, we are very happy with their services. WK Int.

The services was amazing ?they guide very well for beginner who want open a company. Definitely will recommend to my friends

I had been intern in marketing team here with MISHU for 10 weeks, the experience is awesome. Is really place to learn , totally different comparing to my friend. Best... read more internship ever.

Thank you MISHU. Thank you Rochelle. Great service, it is very professional, swift and direct. We will be back to MISHU in the future for their services. 100% RECOMMENDED!

I'm super delighted by how seamless and professional the registration process has been, and MISHU's team has been thoroughly helpful in every step of the way, from filling out the... read more business questionnaire to submitting the necessary documents for SSM. It only took less than two weeks (it could've been shorter if I wasn't super busy and forgetful) to finally get my Registration Certificate. The PIC of my company application is also responsive and professional. Their service fee is also affordable and worth the investment. I truly recommend aspiring business owners to seek their service if you don't want to go through the hassle of registering your company.

MISHU has delivered efficient and good service in helping the setup

of my Company. Has a team of very helpful and friendly staffs, the good service provided by Ms Shi... [read more](#) Yun and Ms Rochelle is efficient. Their teamwork is good, communication wise is fast and processes are clear and easy to understand. Pricing is reasonable and is cost effective.

Excellent service!! Been with MISHU for 1 year and so far the service has been really good. They are quick to respond to your queries and have always prepared all... [read more](#) the required documentations on time. Definitely recommend!

If you guys want to start your own company, Mr. Alex and his team will absolutely do their best to help. All the ssm things will be settle, paperless service... [read more](#) plus good rapport and customer services. Thank you so much ??

Absolutely fantastic service. I got my company incorporated in a week, and my bank acc done the following week. Best part is, everything is online bro. Where got people... [read more](#) sign physical docs anymore. Go green bro. Save earth. 100% recommended. I've compared w a few others that does online cosec also, but Mishu has the best reviews. And it is indeed legit!

The team at Mishu handled our corporate incorporation with great professionalism and advised us every stage of the way in ensuring we understood the local operating standards. Their package rate... [read more](#) and service fees have been reasonable and fair. Highly recommended to use their services for your business's incorporation needs.

Incorporated a company with the help of Mishu Team in mid July 2020,

and now incorporated second company with them. Mishu Team provides professional advice and we feel assured with... read more the support service that Mishu has provided to us. The team has been prompt, professional and polite at all times when we were dealing with them.

We are very happy with their services and will continue to remain their customer and highly recommended for any startup company.

Very efficient and affordable Corp Services for Malaysia operations. They always have been reactive to any request I had, with a smile! Highly recommended.

I'm from Bidayuh Baker, a bakery in Bangsar South area.. MISHU has done a great job, efficient, staffs are friendly & helpful. Thank you !

It was a wonderful experience in setting up a new enterprise with MISHU. Ms Eileen was extremely friendly and helpful throughout the whole process even when encountered with some technical... read more issues with SSM. She was extremely patient in handling the issues and highly efficient. I am really amazed by her dedication in assisting me. Definitely recommend their service!

Thank you Alex & Fatin all thru the smooth process. Your's deal were in professional way and i will refer to my friends. Charges also comparable with others. 100% guaranteed.

Silky smooth! Excellent and efficient services provided by Ms. Rochelle and Ms. Shi Yun of MISHU from start to incorporation of my new company. Many thanks for the wholesome advisory... read more and step by step guide accorded with reasonable pricing. Totally recommended. Happy customer.

Great service, efficient communication and a really easy way to engage company secretary with lots of help and support to get the right deal!

Micho is a professional company that helped my facilitate all of my company's incorporation work. Their customer service representatives are really kind, helpful, and cooperative. I will surely continue dealing... read more with them.

Highly recommended. Started 2 different Sdn Bhd's with them. Maybe a 3rd one on the way. Fast, reliable and to the point. Being friendly and helpful are their plus... read more points!

MISHU has many connection with bankers and has helped my company to get an account opened the next day without having to fill up any bank documentation or appointment. Banker... read more settled it for us at a branch nearby our place. SUPER convenient!

Very quick response and knowledgeable company secretary. Best is when you have any question you can just ask them and they will usually respond quite fast. They have many team... read more members to support. Very different from my previous company secretary where I don't really know when they will respond or who else I can contact when one is mia. MISHU is just amazing!

Recently sign up their company for SSM registration, the service is good and very convenient, all things just done it online , no need go the site. Message reply is... read more fast. Feeling good to use theirs service.

The Mishu team were super helpful, professional and patient throughout my business registration process. I would highly recommend

their business advisory and registration services !! ???

I have a pleasant experience with MISHU in incorporate a new company. They provides prompt and professional services to us. Appreciated and highly recommended

Thanks Mishu ! For providing us great and helpful service when you are no direction what'sthe next. They do help us make things easy n solve. Professional fee are reasonable... read more and affordable. Staff are friendly and well communicate. They will update you from time from time, which make you feel no worry when you engaged them for the services provided. Highly recommended if you are new to the company world.

Very glad with the service provided by the professional team! You'll be amazed that it is very easy, fast & hassle free to let Mishu handle your new company incorporation!

Professional service, clear explanation & prompt feedback within the same day for all company secretary related queries. Just completed my annual return, all done seamlessly online, zero paperwork, just love... read more it. Highly recommended for any startup company looking for one stop company secretary service at affordable price.

Discovering Mishu is a blessing because they helped to get my company setup swiftly and affordably. No hidden costs and surprises throughout the journey as everything is explained in detailed.... read more Their guidance (from Rochelle, Shi Yun and Lydie) and patience is what I appreciate and valued most. Keep it up Mishu!

I have a pleasant journey with MISHU in incooperated my new company. For a newbie like me, they are patient to answer all my questions.

Good customer service. Thanks a... read more lot for this experience.

For sure will using your service in the future.

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KL Gateway OfficeE-12-02, MenaraSuezcap 2, KL Gateway,No.2, Jalan

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Secure your business identity with help from a qualified team of registered trademark agents and qualified IP professionals.

Expert trademark services within Malaysia from start to finish.

The term 'trademark' refers to a recognisable insignia, phrase, word, or symbol that denotes a specific product or service and legally differentiates it from all other products of its kind. A trademark exclusively identifies a product as belonging to a specific company and recognizes the company's ownership of the brand. In simple English: it's a text or visual element that has become synonymous with your company, giving you the legal right to prohibit potential competitors from using it to deceive customers.

The Intellectual Property Corporation of Malaysia (MyIPO) recognises 45 classes of trademarks which can be separated into two (2) main categories: Goods (TM) : Class 1 ? Class 34 Services (SM) : Class 35 ? Class 45

Chemical

Cosmetics & Cleaning Preparations Class

Lubricants and Fuels

Pharmaceuticals

Metals Goods

Machinery

Hand Tools

Electrical and Scientific Apparatus

Medical Apparatus

Environmental Control Apparatus

Vehicles

Firearms

Jewellery

Musical Instruments

Paper Goods & Printed Matter

Rubber Goods

Leather Goods

Non-Metallic Building Materials

Furniture and Articles Not Otherwise Classified

Housewares and Glass

Cordage and Fibres

Yarns and Threads

Fabrics

Clothing

Fancy Goods

Floor Coverings

Toys and Sporting Goods

Meats and Processed Foods

Staple Foods

Natural Agricultural Products

Light Beverages

Wines and Spirits

Smokers? Articles

Advertising and Business

Insurance and Financial

Construction & Repair

Communication

Transportation and Storage

Material Treatment

Education and Entertainment

Computer, Scientific and Legal

Hotels and Restaurants

Medical, Beauty and Agricultural

Personal

If the use of which is likely to confuse or deceive the public or
contrary to law.

If the use of which is likely to confuse or deceive the public or
contrary to law.

If it contains or comprises any scandalous or offensive matter or
would not otherwise be entitled to protection in any court of law.

If it contains or comprises any scandalous or offensive matter or
would not otherwise be entitled to protection in any court of law.

If it might be prejudicial to the interest or security of the nation,
for example a mark containing a potentially inflammatory statement or
word.

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for example a mark containing a potentially inflammatory statement or
word.

A thorough comparison of local marks to check for any established

trademarks that bear a resemblance.

Done via the respective Trademark Office.

The Trademark Office will examine the application for statutory compliances and notify the applicant of any further action required.

The trademark is published in a government gazette subject to the satisfaction of the registrar. Third parties have three months to oppose the application.

On completion of objections and opposition and payment of RM fee, a Certificate of Registration will be issued by the Trademark Office.

Once registered, a trademark is valid for ten (10) years and can be renewed for another ten (10) years indefinitely.

Traditionally, distinctive logos, symbols, images, names, signatures, words, letters, numerals or any combination thereof may be trademarked. Non-Traditional Marks (NTMs) such as smells, sounds, colours, shapes, moving images, tastes and textures are now also registrable in Malaysia.

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Although usage alone provides a measure of protection, registration with MyIPO provides your business with the most comprehensive trademark protection.

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It is not compulsory, as an unregistered mark is still protected by law. However, it is highly advisable to register your trademark, as registration provides additional advantages and protection. It also makes it easier for you to enforce your trade mark right.

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A registered trademark enjoys some presumption of rights which makes it much easier to bring a case against an offending party, while unregistered marks have a bigger burden of proof to demonstrate a sufficient level of goodwill and reputation in Malaysia.

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Effectively, yes. A trademark search allows you to verify that the mark you intend to register is available for registration in Malaysia, and that there are no existing trademarks that are too similar.

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mark you intend to register is available for registration in Malaysia, and that there are no existing trademarks that are too similar.

If your trade mark happens to be identical, or confusingly similar to another registered trademark, then chances are, you might not be able to register it. Consult our trade mark agent to advise you how to go about it.

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Usually it may take between 1 ? 3 years, depending on the complexity of the trade mark you are filing for registration.

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The registration will be valid for ten (10) years from the date of filing of the trademark and can be renewed for a further ten (10) years indefinitely.

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No, trademark protection is territorial in nature. Your Malaysian trademark is not valid in other countries, and you will need to apply for a trademark there instead.

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Yes, as owner, you may choose to licence or assign the trademark.

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KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan

Kerinci, 59200 Kuala Lumpur

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Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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There?s absolutely no risk! Take our commitment and try us out.

Effortlessly manage all business transactions with virtual Visa prepaid cards and a user-friendly dashboard.

Issue unlimited cards to departments and customise them to keep track of multiple bill payments, all protected by Visa's world standard security infrastructure.

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Gain full visibility of company expenses with a user-friendly interface with real-time reporting of all transactions from a single screen.

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We help reduce transfer fees and conversion costs across multiple currencies, as well as offer exclusive discounted rates for enterprise SaaS plans with reputable partners like Microsoft, Adobe, Slack and more.

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Yes, Visa prepaid cards are available for SMEs, start-ups, gig workers

& even individuals.

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& even individuals.

Get in touch with us and we will walk you through the documents needed for SMEs, startups and companies to register.

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Visa prepaid cards can be used for any transaction that accepts Visa as a payment method.

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No, with prepaid cards you must transfer funds that the company will be using into the card(s). You can issue multiple cards, set spending limits & even customise spend categories to have full control and oversight over operational expenditure.

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 dalam masa 30 hari dari tarikh pembayaran dan kami

akan memulangkan yuran sepenuhnya.

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There?s absolutely no risk! Take our commitment and try us out.

Want to make a statement without spending a fortune? You need one of our cost-efficient web design solutions.

We'll help you to understand the choices that you have.

A very straightforward online form will be used to submit your design brief.

Within 5 to 10 working days, we'll email you the first draft.

When submitting your final material, you can ask for design adjustments.

Your website will go live after we notify Google of its existence.

A seamless browsing experience across all devices is essential given the rise in smartphone usage.

Need something direct to describe your work to others? What you need is our brochure web design service.

Need something direct to describe your work to others? What you need is our brochure web design service.

Are you looking to open an online store and sell goods? You can set up your store with our e-commerce web design service.

Are you looking to open an online store and sell goods? You can set up your store with our e-commerce web design service.

Make reservations online with our appointment-making web design solution will schedule those meetings.

Make reservations online with our appointment-making web design solution will schedule those meetings.

If you have items to sell on display without needing payment, then you require our professional catalogue web service.

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Confused about which of our services might be best for your business?

Drop us a message and let us know about your project

Confused about which of our services might be best for your business?

Drop us a message and let us know about your project

RM4,500-

RM6,800RM 8,500

RM12,000RM15,800

Web Pages

.com Domain & Hosting

Revisions

Mobile Responsive

SEO Friendly

Ownership & Access

Stock Photos

Wireframe Design

Graphic Design

Web Security

Live Chat/WhatsApp

Web Maintenance

CMS Training Video

SSL Certificates

3-5 Web Pages

FREE 1 Year.com Domain & Hosting

2 Revisions

Mobile Responsive

SEO Friendly

Ownership & Access

Stock Photos

Wireframe Design

Graphic Design (Fixed)

Web Security

Live Chat/WhatsApp

Web Maintenance

CMS Training Video

SSL Certificates

10 Web Pages

FREE 1 Year.com Domain & Hosting

3 Revisions

Mobile Responsive

SEO Friendly

Ownership & Access

15 Stock Photos

Wireframe Design

Graphic Design (Competitor Look and Feel)

Web Security

Live Chat/WhatsApp

Max 2 Hours Web Maintenance in 1st Year

CMS Training Video

SSL Certificates

10 Web Pages

FREE 1 Year.com Domain & Hosting

4 Revisions

Mobile Responsive

SEO Friendly

Ownership & Access

20 Stock Photos

Wireframe Design

Customized Graphic Design

Web Security

Live Chat/WhatsApp

Max 4 Hours Web Maintenance in 1st Year

CMS Training Video

SSL Certificates

WordPress is currently the popular option for most businesses. Other platforms, including Shopify, Laravel, and many more, can be used to create websites, but WordPress stands out from the competition. With no limitations, WordPress is incredibly accommodating and adaptable in website creation. Understanding the project needs and selecting the most appropriate platform will aid in creating better outcomes because building a website with greater trust and dependability is crucial.

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create websites, but WordPress stands out from the competition. With no limitations, WordPress is incredibly accommodating and adaptable in website creation. Understanding the project needs and selecting the most appropriate platform will aid in creating better outcomes because building a website with greater trust and dependability is crucial.

A website needs routine maintenance to sustain its versatility and dependability. The security of your website would be enhanced; new audiences would be attracted, traffic would increase, and more with proper maintenance. Certainly, we can assist you with suitable and expert website upkeep in addition to creation, as this helps to achieve steady growth and maintain the direction of your organisation.

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People are eager to complete these duties on the go, whether purchasing tickets, placing an online order, browsing, etc. Therefore, creating a responsive website will improve how your website appears and functions on both large and small devices. Additionally, it boosts search engine rankings and website traffic. Indeed, we can guarantee a responsive site that will appeal to your visitors and provide an enhanced browsing experience.

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creating a responsive website will improve how your website appears and functions on both large and small devices. Additionally, it boosts search engine rankings and website traffic. Indeed, we can guarantee a responsive site that will appeal to your visitors and provide an enhanced browsing experience.

For simple information websites with fewer features, it would take about 1 to 2 months from the beginning to the completion if you had picked a professional website development business. Website builders can accelerate the creation of your website, but it might be challenging to rely on them because everything must be done back to square one. An expert's advice or viewpoint could result in better outcomes.

For simple information websites with fewer features, it would take about 1 to 2 months from the beginning to the completion if you had picked a professional website development business. Website builders can accelerate the creation of your website, but it might be challenging to rely on them because everything must be done back to square one. An expert's advice or viewpoint could result in better outcomes.

Yes, you can continue to update your website after it has been launched, and we also advise doing so. You risk losing your online presence in search engines if you don't keep your website updated with new and up-to-date content.

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new and up-to-date content.

Yes, we provide a basic SEO setup package that includes elements such as tracking and analytics setup, as well as metadata creation. Clients can also request monthly quotes for additional SEO services to optimise further. Working on a website's SEO is crucial because it dramatically increases traffic and conversions.

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Hampir tiada risiko untuk anda ? percayalah pada kami!

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LLP ????????????????????????????? SSM ?????????????????????????????????????

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There?s absolutely no risk! Take our commitment and try us out.

Tukar ke Bahasa Malaysia

Effective Date: 1 May 2020

1. Our Commitment to Your Privacy

1.1 MISHU (hereinafter, “MISHU” , “we” , “us” or “our”) is owned and operated by MISHU Sdn Bhd (Company No. 202001002122 (1358441-X)). MISHU is committed to protecting the privacy and security of your personal data.

1.2 This Privacy Policy (“Policy”) describes how we collect, maintain, use, disclose and safeguard your personal data (as defined in the Personal Data Protection Act 2010) and the personal data of any third party individual as required to be provided by you in the course of you utilising our websites <https://mishu.my> (the “Platform”), including when you purchase a product or service, download our e-document or sign up to our newsletter (“Personal Data”). It also tells you about your rights and how the law protects you.

1.3 This Policy supplements the other notices and terms (including our Website Terms of Use and Terms of Business) and is not intended to override them.

2. Your Consent Is Important

2.1 At MISHU, we value your privacy and

strive to protect your Personal Data as provided by you in the course of utilising the Platform in compliance with the laws of Malaysia.

2.2 Before you use our services, please read this Policy in its entirety, as it serves to help you make informed decisions about how we collect and process your Personal Data.

2.3 MISHU will only collect and use your Personal Data in accordance with such applicable laws (including the Personal Data Protection Act 2010), this Policy and/or the privacy terms in any agreement(s) that you may have or will enter with MISHU.

2.4 This Policy explains:

2.4.1 what kind of Personal Data we collect about you and how we collect it from you;

2.4.2 how we use your Personal Data;

2.4.3 the parties that we disclose your Personal Data to;

2.4.4 the rights in respect of your Personal Data; and

2.4.5 the choices we offer, including how to access and update your Personal Data.

2.5 By providing us your Personal Data, using our products and/or services and communicating with us, you hereby consent to the

processing of your Personal Data in accordance with this Policy.

2.6 If you provide us information on behalf of someone else, you confirm that the other person has appointed you to act on his/her behalf and has agreed that you can:

2.6.1 give consent on his/her behalf to the processing of his/her Personal Data;

2.6.2 receive on his/her behalf any privacy notice; and

2.6.3 give consent to the transfer of his/her Personal Data abroad.

2.7 If you are a user of our Platform, the provision of your Personal Data is voluntary.

However, if you do not provide your Personal Data, we will not be able to process your Personal Data for the purposes outlined in this Policy and may cause us to be unable to provide our products and/or services to or accept payments from you.

2.8 If you are an agent, vendor, supplier, service provider or strategic partner, the provision of your Personal Data is mandatory and failure to provide your Personal Data may cause us to be unable to engage you to provide services and/or products or issue payments to you for services and/or products provided.

3. Information Collection and Use

3.1 As part of registering for a user account with MISHU and in order to enable us to deal with your inquiries and/or to generally provide you with our products and/or services, we may need to and/or may be required to collect, record, hold, use, disclose and store (“process”) Personal Data and financial information about you, including but not limited:

3.1.1 to establish your personal identification and background; and/or

3.1.2 to establish your financial standing and creditworthiness (where required).

3.2 We collect the following personal information from you:

3.2.1 contact information, such as your name, email address, mailing address and phone number;

3.2.2 personal identification information (e.g. identity card number or passport number);

3.2.3 nationality;

3.2.4 age or date of birth;

3.2.5 billing information, residential address and billing address;

3.2.6 information about your business,

such as company name, address, business type, owner, directors' and shareholders' details;

3.2.7 bank account details including statements; and

3.2.8 professional or job title or occupation,

including any other information as required by us from time to time for the purposes specified in this Clause 3.

3.3 We may also collect the personal information of third parties when you add the names of directors, shareholders, partners, officers or other beneficiaries on our application forms. Collection of a third party's personally identifiable information may be necessary to process and register your order for certain products or services.

3.4 The information you provide when you register with us may include information that may be used to identify an individual, such as name, personal identification number, home/office address, email address, phone number etc. Further, it will also include business information that you contribute which concerns business and personal relationships between yourself and other individuals and organisations ("User Data").

3.5 We may obtain this information from you directly and from a variety of sources, including but not limited to:

3.5.1 through your relationship with us, for example information provided by you in enquiry/application/registration forms, when you sign up for a user account with us, when using our products and/or services, when taking part in MISHU' s customer surveys, competitions, activities and promotions, when you message or communicate with us by phone, email or other correspondence methods and during financial reviews;

3.5.2 through your verbal and/or written communications with us and/or our authorised agents;

3.5.3 through any photos/videos collected by us and/or our authorised agents;

3.5.4 from third parties connected with you, such as your partners, directors, shareholders, employers, employees, joint account holders, guarantors, subject to your prior consent;

3.5.5 from an analysis of the way you use and manage your account(s) with us; and/or

3.5.6 from such other sources in respect of which you have given your consent to

disclose information relating to you and/or where not otherwise restricted.

4. How We Use Your Personal data?

4.1 Other than as stated above, we may use your Personal Data for one or more of the following purposes:

4.2 Where you are a user of the Platform:

4.2.1 to perform our obligations in respect of any contract entered into with you;

4.2.2 to administer your user account;

4.2.3 to send invoices and receipts;

4.2.4 to assess your order for any of our products and/or services;

4.2.5 to provide you with any products and/or services you have purchased;

4.2.6 to process your subscriptions and to deliver the products and/or services to you;

4.2.7 to process payments relating to any products and/or services you have purchased;

4.2.8 to verify your financial standing through credit reference checks;

4.2.9 to manage and maintain your relationship with us;

4.2.10 to provide you with information on our and/or third-party's products, services and offers which may be of interest to you;

4.2.11 to improve our products and/or services and to develop new products and/or services;

4.2.12 to notify you about benefits and changes to the features of our products, or services and/or Platform;

4.2.13 to notify you of software updates that affect products and/or services provided by us;

4.2.14 to process your participation in any offers, competitions, events, activities, contests, polls, surveys or promotions; and/or

4.2.15 to use Cookies (as defined herein) to enhance our processes, advertising, notifications, authentication, security and compliance, analytics and/or preference management.

4.3 Where you are our agent, vendor, supplier, service provider or strategic partner:

4.3.1 for the purposes of engaging you to provide products and/or services to us or our users;

4.3.2 to facilitate or enable any checks as may be required by us in order to engage you;

4.3.3 to process payments relating to

any products and/or services you have provided;

4.3.4 to verify your financial standing

through credit reference checks;

4.3.5 to provide personalised feedback

to you, so that you are able to identify specific

areas for improvement; and/or

4.3.6 to contact you in relation to the

provision of your products and/or services.

4.4 General:

4.4.1 to respond to your enquiries,

feedback and complaints;

4.4.2 to improve the quality,

efficiency and utilisation of MISHU' s services;

4.4.3 to maintain, update, consolidate

and improve the accuracy of our database records;

4.4.4 to produce data, reports and

statistics which have been anonymised or

aggregated in a manner that does not identify you

as an individual;

4.4.5 to conduct research for data

analytical purposes including but not limited to

data mining and analysis of your transaction

with us;

4.4.6 to meet the disclosure

requirements of any law binding on MISHU;

4.4.7 for audit, compliance and risk

management purposes;

4.4.8 to assess financial and insurance risks;

4.4.9 to transfer or assign our rights, interests and obligations under any of your agreement(s) with us;

4.4.10 to protect or enforce our rights to recover any debt owing to us;

4.4.11 to maintain the safety and security of our services;

4.4.12 for crime detection, prevention and prosecution;

4.4.13 to detect, prevent and address any technical issues arise from our services; and/or

4.4.14 for any other purpose that is required or permitted by any law, regulations and/or guidelines.

4.5 We have the right to use your photos, images and recordings for our marketing, advertising and publicity purposes without any payment of royalty or image fees to you. We may also publish your name and photo on the Platform at our sole and absolute discretion when you become a winner in a contest which you participate in that we may from time to time organise. If you do not agree to such use, please

write to us.

4.6 We will seek your separate consent for any other purposes which do not fall within the purposes stated above.

5. Disclosure of Your Personal data

5.1 As a part of providing you with our products and/or services and the management and/or operation of the same, we may disclose your Personal Data (to the extent necessary) to the following third parties:

5.1.1 companies and/or organisations that act as our service providers, strategic partners and/or licensors;

5.1.2 companies and/or organisations that assist us in providing value added services that you have requested;

5.1.3 your advisers (including but not limited to accountants, valuers, adjustors, auditors, tax consultants, lawyers, bankers, financial advisers or other professional advisers) which are authorised by you;

5.1.4 any person notified by you as authorised to give instructions or to use the account(s) or products and/or services on your behalf;

5.1.5 any rating agency, insurer or

insurance broker or direct or indirect provider of credit protection;

5.1.6 any financial institutions, merchants, e-wallet service providers, VISA International Services Association, MasterCard International Incorporated and other card associations in relation to any credit card and/or debit card issued to you;

5.1.7 any person connected to the enforcement or preservation of any of our rights under your agreement(s) with us;

5.1.8 Immigration Department, Companies Commission of Malaysia and their appointed agencies; foreign embassies, consulates and their appointed agencies; and other relevant government departments/agencies, statutory authorities and industry regulators in connection with any investigation or enquiries;

5.1.9 fraud and crime prevention agencies for the purposes of assessing the risk of crime, fraud and money laundering and this is a condition of us entering into any contract with you;

5.1.10 our IT service providers who provide technical infrastructure services, software and development work, analyse

how our services are used, or provide customer service to you; and/or

5.1.11 other parties in respect of whom you have given your express or implied consent.

5.2 With your authorisation, we may disclose your User Data (and any Personal Data related thereto) through our service to a third-party. If you authorise this disclosure, the use and disclosure restrictions contained in this Policy will not apply to such third party. We do not control the privacy practices of any third parties.

5.3 We do not currently have any affiliates, but if we do in the future, we may disclose your Personal Data to a parent company, any subsidiaries or other companies under a common control (collectively, “Affiliates”), in which case we will require our Affiliates to honour this Policy.

5.4 Your Personal Data may also be disclosed as part of any merger, acquisition, joint venture, debt financing, sale of MISHU or its business assets, as well as in the event of an insolvency, bankruptcy or receivership in which Personal Data could be transferred to third parties as one of our business assets. In such an

event, we will attempt to notify you before your Personal Data is transferred, but you may not have the right to opt out of, or object to, any such transfer.

5.5 The above Clauses 5.1 and 5.2 shall be subject, at all times, to any laws (including regulations, standards, guidelines and/or obligations) applicable to MISHU (whether in or outside Malaysia).

6. Disclosure for Marketing and Promotional Purposes

6.1 If you have given us your permission, we may contact you by mail, telephone, SMS, text/picture/video online instant messaging, email or other correspondence methods about our or our strategic partners', sponsors' or advertisers' products, services, promotions, special offers, events or activities that may be of interest to you

6.2 We do not and will not disclose, rent, sell or otherwise make available your Personal Data to third parties for direct marketing purposes.

6.3 If you prefer not to receive any marketing communications, notifications and materials from us, you can opt out at any time.

6.4 You may select whether or not you wish to continue to receive newsletters, updates, promotional materials, festive greetings or other communications. In addition, you may “opt out” of receiving any category of subscription, marketing or promotional email from us by following the unsubscribe instructions or using the unsubscribe links within the emails that we send to you. Please note, however, that as long as you remain as a user with us, you may not “opt out” of receiving user-related notifications and materials from us.

7. When Do We Disclose Your Personal data?

Save as set out above, we will otherwise treat your Personal Data as private and confidential and will not disclose your information to anyone except in any of the following situations:

7.1.1 where you have given permission for us to disclose your Personal Data in accordance with this Policy;

7.1.2 where we are required or permitted to do so by law;

7.1.3 where required or authorised by any order of court, tribunal or authority, whether governmental or quasi-governmental with jurisdiction over MISHU;

7.1.4 where we may transfer rights and obligations under this Policy; and/or

7.1.5 where we are required to meet our obligations to any relevant regulatory authority.

8. What If Personal Data Provided by You Is Incomplete?

8.1 Where indicated, it is obligatory for you to provide your Personal Data to us to enable us to process your application for our products and/or services. Should you decline to provide such obligatory Personal Data, we may not be able to process your application/request or provide you with our products and/or services.

8.2 You confirm that all your Personal Data is true, accurate and complete and that none of the Personal Data provided is misleading or outdated. In the event of any change to your Personal Data, you will promptly update us on any such change.

9. Your Rights to Access and Correct Your Personal data

9.1 We can assist you to access and correct your Personal Data provided to us, and the following will apply:

9.1.1 You may have access to your Personal Data by making a request

via , subject to payment of the relevant processing fee (if applicable). We will use reasonable efforts to provide you with a copy of the requested Personal Data within twenty-one (21) days of receiving your duly completed Access Request Form and the processing fee.

9.1.2 Please note that MISHU may have to withhold access to your Personal Data in certain situations, for example when we are unable to confirm your identity or where information requested for is of a confidential nature or in the event where we receive repeated requests for the same information. Nevertheless, we will notify you of the reasons for not being able to accede to your request.

9.1.3 Where your request for data access is successful and you are of the opinion that such Personal Data held by us is inaccurate, incomplete, misleading or where relevant, not up-to-date, you may make a request to correct such Personal Data.

9.1.4 You can also assist us to keep your Personal Data (such as your current mailing address) up-to-date, as it will enable us to serve you better.

9.1.5 In the event you wish to correct

or update your Personal Data previously provided to us, you may write in or notify us at the address provided in Clause 9.1. We will use reasonable efforts to comply with your request to correct your Personal Data within twenty-one (21) days of receiving your written request.

9.1.6 Please note that MISHU may use its discretion in allowing the correction or update requested or may require further documentary evidence of the new information to avoid fraud and inaccuracy.

10. Exercising Your Choices in Respect of The Disclosure and Use of Your Personal data Subject always to our contractual rights and obligations under relevant laws and regulations, you may exercise your choice in respect of the disclosure, retention and use of your Personal Data by MISHU. Should you wish to do so, kindly contact us at:

10.1.1 Tel: +6011-1203 7291

10.1.2 Email:

11. Transfer of Personal Data

Your Personal Data may be transferred to, stored, used and processed in a jurisdiction other than the jurisdiction of your company's incorporation, your home nation or otherwise in the country,

state and city in which you are present while using any services provided by MISHU (“Alternate Country”), to companies which are located outside of your home nation or Alternate Country and/or where MISHU’ s servers and/or service providers and partners are located outside of your home nation or Alternate Country. You understand and consent to the transfer of your Personal Data out of your home nation or Alternate Country as described herein.

12. Cookies

12.1 MISHU, its affiliates, licensors, and third parties with whom we partner, may use cookies, web beacons, tags, scripts, local shared objects such as HTML5 and Flash (sometimes called “flash cookies”), advertising identifiers (including mobile identifiers such as Apple’ s IDFA or Google’ s Advertising ID) and similar technology (“Cookies”) in connection with your use of the Platform. Cookies may have unique identifiers, and reside, among other places, on your computer or mobile device, in emails we send to you, and on our web pages. Cookies may transmit information about you and your use of our products and/or services, such as your browser type, search preferences, IP address, data relating to

advertisements that have been displayed to you or that you have clicked on, and the date and time of your use. Cookies may be persistent or stored only during an individual session.

12.2 MISHU may allow third parties to use Cookies on the Platform to collect the same type of information for the same purposes MISHU does for itself. Third parties may be able to associate the information they collect with other information they have about you from other sources. We do not necessarily have any responsibility, access to, or control over the Cookies they use.

12.3 Additionally, we may share non-personally identifiable information from or about you with third parties, such as location data, advertising identifiers, or a cryptographic hash of a common account identifier (such as an email address), to facilitate the display of targeted advertising.

12.4 If you do not wish for your Personal Data to be collected via Cookies on the Platform, you may deactivate Cookies by adjusting your internet browser settings to disable, block or deactivate cookies, by deleting your browsing history and clearing the cache from your internet browser. You may also be able to limit our sharing of some

of these information through your mobile device settings.

13. Links to Third-Party Websites

The Platform may contain links to third parties' websites. Please note that MISHU is not responsible for the collection, use, maintenance, sharing, or disclosure of data and information by such third parties. If you provide information directly to such sites, the privacy policy and terms of service on those sites are applicable and MISHU shall not be responsible for the information processing practices or privacy policies of such sites.

14. Personal Data from Minors and Other Individuals

14.1 As a parent or legal guardian, you are under the obligation to not allow a minor (individuals under eighteen (18) years of age) under your care to submit personal data to MISHU in their own capacity. In the event that such personal data is provided to MISHU, you hereby consent to the processing of the minor's personal data and personally accept and agree to be bound by this Policy and take responsibility for his or her actions.

14.2 In some circumstances where you may have

provided Personal Data relating to other individuals (such as your spouse, family members, friends, business partners, shareholders or directors), in such circumstances you represent and warrant that you are authorised to provide their personal data to MISHU and you have obtained their consent for their Personal Data be processed and used in the manner as set forth in this Policy.

15. Enquiries or Complaints

Should you have any queries, concerns or complaints in relation to this Policy or how we handle your Personal Data, kindly contact us at:

15.1.1 Tel: +6011-1203 7291

15.1.2 Email:

16. Amendment and Language

16.1 MISHU shall have the right to modify, update or amend the terms of this Policy at any time, and from time to time, by placing the updated Policy on the Platform. By continuing to communicate with MISHU, continuing to use MISHU' s products and/or services following the modifications, updates or amendments to this Policy, you acknowledge that such actions shall signify your acceptance of such modifications, updates or amendments.

16.2 In the event of any conflict between the English and other language versions of this Policy, the English version shall prevail.

E-MAIL: yPHONE:

+6011-12037291ADDRESS: Bukit Jalil Office A-3-3,

Aurora Place,Plaza Bukit Jalil,No.1, Persiaran

Jalil 1,Bandar Bukit Jalil,57000 Kuala Lumpur.

KL Gateway OfficeE-12-02, MenaraSuezcap 2, KL

Gateway,No.2, Jalan Kerinchi,59200 Kuala Lumpur

Employment PassCorporate InsuranceGovernment

Grants & IncentivesCorporate TrainingHR

ConsultingEmployees Performance Reward

Business TermsPrivacy PolicyTerms of UseRefund

Policy

Anti-Bribery & Corruption Policy | Anti-Money

Laundering Policy | Client Service Charter | Anti-

Sexual Harassment Policy | Anti-IP Theft Policy

MISHU Group of CompaniesMISHU SDN BHD

(202001002122 (1358441-X)) MISHU CA SDN BHD

(202101003460 (1403758--P)) MISHU CONSULTING SDN

BHD (202101025051 (1425351--U)) MISHU HR &

TRAINING SDN BHD (202301013282 (1507204-T))MISHU

CORPORATE SERVICES SDN BHD (202101025050

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Kami komited sepenuhnya terhadap servis yang cekap

agar semua klien mempunyai pengalaman positif
berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya
tinggal e-mel kami di dalam masa
30 hari dari tarikh pembayaran dan kami akan
memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa
jaminan ini hanya meliputi perkhidmatan
pendaftaran Sdn Bhd dan LLP baharu, dan wang yang
telah dibayar kepada SSM atau pihak berkuasa lain
sebagai sebahagian daripada proses pendaftaran
tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada
kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

30

，我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于
New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM
或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

We are committed to providing excellent customer
service to ensure you have a pleasant experience
doing business with us.

If for any reason you are unhappy with our
services for issues that we are directly
responsible for, simply email us at

 within 30 days from your payment date and we will provide a full refund – no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There' s absolutely no risk! Take our commitment and try us out.

Effective Date: 1 October 2023

At MISHU (hereinafter referred to as "MISHU", "we", "us" or "our"), we highly value the trust of our customers, including you, place in us.

To honour that trust, we have crafted this Refund Policy ("Policy") to ensure transparency in the refund process and complete satisfaction of our customers.

1. ELIGIBILITY

1.1. In the event you purchase a company incorporation/LLP registration package with MISHU but change your mind before or after we submit your company/LLP details to the Companies Commission of Malaysia ("CCM"), we will refund to you all the money paid to us (after deducting any fees paid to the CCM or other government authorities, if applicable), subject to you providing written notice to us within thirty (30) days from the date of payment of the fees to us.

1.2. If your company incorporation/LLP registration application ("Application") is rejected by the CCM and you choose to continue with the Application process, you will not be entitled to a refund of any money paid to us for the company incorporation/LLP registration service. We will continue assisting you until your company/LLP is successfully incorporated/registered.

1.3. If, on the other hand, you decide not to proceed with the Application following rejection by the CCM, we will refund fifty per cent (50%) of the professional fees for the company incorporation/LLP registration service.

1.4. If your request for the company incorporation/LLP registration

service has been rejected or declined by us due to your failure to pass or complete our Know Your Client (KYC) procedures, we will refund fifty per cent (50%) of the professional fees for the company incorporation/LLP registration service.

1.5. In relation to the services other than the company incorporation/LLP registration, the cancellation methods and refund terms are governed by the respective service specific terms and conditions entered into between you and us.

1.6. If you place an order for a product (such as company seals, share certificate, rubber stamp) or other miscellaneous services (such as the preparation of resolutions by our company secretary) and subsequently change your mind, we will refund to you all the money paid to us for the product or service, subject to you providing us with written notice within one (1) business day of your placing of the order and provided that we have not started working on your order or engaged a third party for its fulfilment. No refunds will be given in any other circumstances.

2. CASE-BY-CASE EVALUATION AND CONTACT INFORMATION

2.1. All refund requests must be made in writing to . Each refund request will be individually evaluated and is subject to our approval.

2.2. Upon evaluation and approval, the refund terms outlined in Clause 1 above will generally be followed. However, we reserve the right to provide refunds on a case-by-case basis.

2.3. You hereby acknowledge and agree that MISHU's decision for any refunds processed under this Policy shall be final and binding on

you. .

3. REFUND PROCESS AND TIMING

3.1. Upon approval of your refund request by us, we will issue refund within fourteen (14) business days from the date of approval.

3.2. You acknowledge and agree that when the refund is issued to your payment method, our issuance of a refund receipt serves only as a confirmation that we have initiated the refund to the payment method chosen by you and communicated to us.

3.3. We have no control over the timing of when the refund will be credited to your payment method. You further acknowledge and agree that the payment provider and/or the issuing bank associated with your payment method determine and regulate the timeframes for processing the refund.

4. CHANGES TO THE POLICY

4.1. We reserve the right to modify, amend, vary, change, replace and/or update this Policy at any time as we deem fit, without prior notice to you.

E-MAIL: yPHONE: +6011-12037291ADDRESS: Bukit Jalil

Office A-3-3, Aurora Place, Plaza Bukit Jalil, No.1, Persiaran Jalil

1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan Kerinchi, 59200 Kuala Lumpur

Employment Pass Corporate Insurance Government Grants &

Incentives Corporate Training HR Consulting Employees Performance Reward

Business Terms Privacy Policy Terms of Use Refund Policy

Anti-Bribery & Corruption Policy | Anti-Money Laundering Policy

Theft Policy

MISHU Group of CompaniesMISHU SDN BHD (202001002122 (1358441-X)) MISHU
CA SDN BHD (202101003460 (1403758--P)) MISHU CONSULTING SDN BHD
(202101025051 (1425351--U)) MISHU HR & TRAINING SDN BHD (202301013282
(1507204-T))MISHU CORPORATE SERVICES SDN BHD (202101025050
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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien
mempunyai pengalaman positif mengurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami
akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya
meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang
yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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?? 30 ??????????

???????????? ? ?????? ????????????????? New Sdn Bhd ? New
LLP ????????????????????????????? SSM ?????????????????????????????????????

We are committed to providing excellent customer service to ensure you
have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we
are directly responsible for, simply email us at

within 30 days from your payment date and we will provide a full refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

We offer professional company secretarial services in Malaysia to help businesses streamline their corporate governance and comply with legal requirements. Our efficient solutions are tailored to meet each client's unique needs, freeing up their time to focus on growth and success.

Contact us today to experience the expertise of our Company Secretary Kuala Lumpur (KL) team and ensure your business's regulatory compliance and smooth operations.

4.9/5.0 based on 100+ Google reviews

MISHU is dedicated to providing a comprehensive one-stop solution to help businesses start, build, and grow. We understand the importance of having a reliable company secretary in Malaysia who can assist with regulatory compliance. Our experienced Kuala Lumpur (KL) team is well-versed in the intricacies of local regulations and can efficiently handle all aspects of company secretary services in Malaysia.

In addition to company secretarial services, we offer a wide range of services, including company incorporation, employment pass (expat visa) assistance in Malaysia, HR advisory, and LLP registration. We also offer accounting and bookkeeping, tax compliance and advisory, and payroll services to help businesses like yours manage finances more efficiently.

RM1,010 SSM Fee

Processing Fee

Lock-In Period

100% paperless

100% money back guarantee [Click to learn more](#)

RM1,599

*no hidden fees

> RM3,500

*excluding hidden fees

> RM10,000

*excluding hidden fees

See what our clients say

I thought incorporating a company was complicated, with MISHU's help, it makes this process so easy. A heartwarming company secretary, fast response and friendly. Really appreciate that Mr Alex being so helpful. If you guys want to start your own company, Mr Alex and his team will absolutely do their best to help. All the SSM things will be settled, paperless service plus good rapport and customer services. Thank you so much

I had a pleasant journey with MISHU in incorporating my new company. For a newbie like me, they are patient to answer all my questions. Good customer service. Thanks a lot for this experience. For sure will be using your service in the future.

Six types of corporate insurance SMEs should know of, the tax-deductible status of insurance policies

A dozen of the most frequent questions we get from foreign prospects on starting a business in Malaysia.

A full overview of the requirements, processes, and timelines involved

in opening a gym in Malaysia.

A dozen of the most frequent questions we get from foreign prospects on starting a business in Malaysia.

Key considerations for SME owners to filter through the many options and find their ideal banking partner for a business...

The ultimate side-by-side comparison between Sdn Bhds, LLPs, Conventional Partnerships, and Sole Proprietorships.

As Limited Liability Partnerships and Enterprises have little overlap in practical application, it's rare for an entrepreneur to be unsure...

Differences between an LLP and Conventional Partnership are not immediately clear, but they exist.

For those interested in setting up a spa in Malaysia, this guide fully covers the requirements, processes and timelines involved...

Two polar opposites as far as business structures go, but because of that each serves its purpose extremely well.

We highlight hidden nominee director risks with the recent story of a Grab driver with 60 nominee directorships - no,...

Answers to the eight most frequently asked questions about Sdn Bhd directors in Malaysia.

Balance sheets, cash flow statements, and profit and loss statements.

All SME owners should know them - no excuses.

A step-by-step guide to establish a simple accounting system for a Sole Proprietorship or other SMEs in Malaysia.

Rules surrounding LVG Tax in Malaysia to help online SME owners determine if their business operations are affected.

How Service Tax hikes imposed on one end of a supply chain can cascade to every player in Malaysia,

Announced last year, Malaysia's upcoming e-invoicing system will unite the many tax reporting workflows across the country under one streamlined...

Just enough knowledge to make an informed decision about single vs double entry bookkeeping for your business.

A list of all four essential LLP tax forms, their submission deadlines, and non-compliance penalties.

For your convenience, we've compiled a list of all six essential Sdn Bhd tax forms, their submission deadlines, and non-compliance...

We've written a super simple 3-step guide to filing income tax with LHDN, and we want you to share it...

A full overview of the requirements, processes, and timelines involved...

For those interested in setting up a spa in Malaysia,...

A complete overview of the requirements, fees, licenses, and processes...

According to The Department Of Labour's official list, as of...

For medical practitioners interested in private practice, our guide on...

We examine how Malaysia categorises foreign retailers that need WRT...

A comprehensive guide to evaluating license runners so first time...

A look at the sources, costs and wait time of...

All aspects of WRT licenses that foreign entrepreneurs should know,...

Five training options under Skim Bantuan Latihan Khas (SBL-Khas), one

of the major training schemes offered by HRD Corp.

Ten questions about employee termination Malaysian employers must know answers to based on employment law.

Answers to the eight most frequently asked questions about Sdn Bhd directors in Malaysia.

To truly scale, you need a dedicated HR personnel or team. That's where these eight HR letter templates become essential.

Preparing a comprehensive employee handbook is no simple task! Here are eight things employers in Malaysia must know.

Five takeaways from LinkedIn's Workplace Learning Report to fortify your next learning and development program.

Have you ever considered that a lack of leadership training and development for managers could be holding your organisation back?

When it comes to overtime vs hiring, here are 5 factors employers in Malaysia must consider.

In this post, we'll provide an overview of mandatory and optional types of leave in Malaysia so you know what's...

A checklist of key features of payroll SaaS that simplifies payroll obligations for Malaysian SMEs.

We showcase three examples of startups, then address challenges and the business structure that protects your startup business in Malaysia.

A comprehensive answer to every first-time entrepreneur's question: What is a company secretary in Malaysia?

To entrepreneurs looking to expand in the ASEAN region, here's six reasons to skip Singapore and give Malaysia a shot.

At one point or other, many new and seasoned entrepreneurs will ask themselves: Can I start a business in another...

Ongoing research from Stanford and MIT revealed nuanced differences in how generative AI can help different types of workers.

We look at a national survey which found three out of five respondents afraid of losing their jobs.

MISHU, your Digital Company Secretary that is always ready to help!

Imagine driving back home or through a busy street. Take a quick peek at your surroundings, and I guarantee that...

An overview of Spouse Visas, permissions granted, and how to obtain one from the Malaysian Immigration Department.

The minimum requirements and application process for directors to obtain a 2 year Labuan Work Permit.

The minimum requirements and application process to obtain a 10 year Residence Pass-Talent visa in Malaysia.

Everything expatriates and employers in Malaysia must know about applying for a long term social visit pass including cost, requirements...

Requirements, specifications, and a step-by-step explanation of how to apply for a Malaysian Professional Visit Pass.

We answer the nine most common questions we get on Dependent Passes from Malaysian employers hiring expatriates.

Intro Immigration statistics show over 50,000 expatriate passes issued between January and May 2023 alone. Expat Insider's 2022 global index...

At one point or other, many new and seasoned entrepreneurs will ask

themselves: Can I start a business in another...

I'm sure as Malaysians we love #FOOD. We place our Malaysian cuisine close to our hearts and we sing it...

Six types of corporate insurance SMEs should know of, the tax-deductible status of insurance policies

For your convenience, we've compiled a list of all six essential Sdn Bhd tax forms, their submission deadlines, and non-compliance...

Ten questions about employee termination Malaysian employers must know answers to based on employment law.

We highlight hidden nominee director risks with the recent story of a Grab driver with 60 nominee directorships - no,...

Only one section of the Companies Act 2016 specifically addresses the responsibility of a nominee director, and it's probably not...

How easy is it to remove a company director in Malaysia? As it turns out, fairly easily!

We address common questions surrounding Labuan Protected Cell Companies, including use cases, fees, and compliance requirements.

We look at a young Malaysian's misfortune of becoming bankrupt at 23 at the hands of their father's poor judgement.

Preparing a comprehensive employee handbook is no simple task! Here are eight things employers in Malaysia must know.

A Company Secretary is a professional responsible for ensuring that a company complies with relevant laws and regulations. They act as the company's legal representative, maintain company records, and ensure its administration is in order.

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company complies with relevant laws and regulations. They act as the company's legal representative, maintain company records, and ensure its administration is in order.

In Malaysia, a company secretary must be a natural person who is a member of a professional body recognised by the Ministry of Domestic Trade and Consumer Affairs. The professional bodies recognised by the ministry include: The Malaysian Association of Company Secretaries (MACS). The Malaysian Institute of Chartered Secretaries and Administrators (MAICSA). The Institute of Chartered Secretaries and Administrators (ICSA).

In Malaysia, a company secretary must be a natural person who is a member of a professional body recognised by the Ministry of Domestic Trade and Consumer Affairs. The professional bodies recognised by the ministry include:

Every company in Malaysia is required by law to designate a Company Secretary within 30 days of its incorporation. The Company Secretary must be appointed from a recognised professional body and have the necessary qualifications and experience to carry out their duties. The appointment must be filed with the Companies Commission of Malaysia (CCM) within 14 days of the appointment. Any changes in the appointment of the Company Secretary must also be notified to the CCM within 14 days. The procedures for appointment and notification are detailed on the CCM website.

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If all submissions are in order, it takes 3-5 business days. Note that missing details, however minor, often lead to delays, which is why it's important to compile all relevant information before filing documents.

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Yes and no. Incorporation can be done without a business address, but one will be needed later to secure the necessary operating licenses post-incorporation. To save time, incorporate now so that by the time you do have a business address, you're not starting from square one.

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Minimum one (1) and maximum fifty (50) shareholders.

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E-MAIL: PHONE: +6011-12037291 ADDRESS: Bukit Jalil

Office A-3-3, Aurora Place, Plaza Bukit Jalil, No.1, Persiaran Jalil
1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan
Kerinci, 59200 Kuala Lumpur

Employment Pass Corporate Insurance Government Grants &

Incentives Corporate Training HR Consulting Employees Performance Reward

Business TermsPrivacy PolicyTerms of UseRefund Policy
Anti-Bribery & Corruption Policy | Anti-Money Laundering Policy
| Client Service Charter | Anti-Sexual Harassment Policy | Anti-IP
Theft Policy
MISHU Group of CompaniesMISHU SDN BHD (202001002122 (1358441-X)) MISHU
CA SDN BHD (202101003460 (1403758--P)) MISHU CONSULTING SDN BHD
(202101025051 (1425351--U)) MISHU HR & TRAINING SDN BHD (202301013282
(1507204-T))MISHU CORPORATE SERVICES SDN BHD (202101025050
(1425350--K)) Copyright © 2023 MISHU. | All Rights Reserved. Powered
by SEO Agency Newnormz

Kami komited sepenuhnya terhadap servis yang cekap agar semua klien mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

??
?? 30 ??????????
???????????? ? ?????? ????????????????? New Sdn Bhd ? New
LLP ????????????????????????????? SSM ?????????????????????????????????????

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Effective Date: 1 May 2020

1. Introduction

1.1. These Terms of Business (this “TOB”) is a binding agreement between you and MISHU (hereinafter referred to as “MISHU” , “we” , “us” or “our” , as the case may be). MISHU is owned and operated by MISHU Sdn Bhd (Company No. 202001002122 (1358441-X)).

1.2. This TOB governs and regulates our performance and provision of the following services to you through our website <https://mishu.my> (including the document portal which we provide as part of the services) (the “Platform”):

1.2.1. company incorporation or switching of corporate secretary for an existing entity;

1.2.2. limited liability partnership (LLP) registration or switching of compliance officer for an existing LLP;

1.2.3. monthly corporate secretarial services;

1.2.4. employment visa application services;

1.2.5. licenses and permits application services; and

1.2.6. general business advisory services.

Any other services offered on the Platform will, from time to time, be governed by separate terms of business which will be uploaded to the Platform.

1.3. By clicking “register” you unconditionally acknowledge and agree that:

1.3.1. you have read and understood this TOB;

1.3.2. you are of legal age to enter into a binding agreement; and

1.3.3. you are legally bound by this TOB.

1.4. Please read and understand this TOB carefully before continuing to use our services, as it contains important information regarding your legal rights and remedies. This TOB should be read in conjunction with our Privacy Policy (<https://mishu.my/privacy-policy/>) and Website Terms of Use (<https://mishu.my/terms-of-use/>). If you do not understand this TOB, or any services or products we provide, you should contact us before placing any order, filling any forms and/or sending us any information.

1.5. We reserve the right, in our sole and absolute discretion, to modify, vary, amend, change and/or update this TOB, and any policies or agreements which are incorporated herein at any

time as we deem fit and with reasonable notice to you (for example, by posting an update on the Platform, or by emailing the updated TOB to you).

Such modifications, variations, amendments, changes and/or updates to this TOB shall be effective upon the posting of an updated version on the Platform. You agree that it shall be your responsibility to review this TOB regularly to ensure your understanding of this TOB is current and you understand the terms and conditions that apply to your access to, and use of, the services.

1.6. Your non-termination or continued access to and use of the services after the effective date of any modifications, variations, amendments, changes and/or updates constitutes your acceptance of, and agreement to be bound by, the revised TOB.

1.7. If you do not agree to this TOB or with any subsequent modifications, variations, amendments, changes and/or updates, you may terminate this TOB in accordance with Clause 15.4 of this TOB. If you have any question regarding this TOB, please consult a professional lawyer.

2. Placing of an Order

2.1. When you place an order for any service or product using the online facilities or tools provided on the Platform, you make an offer to

purchase the requested service or product in accordance with this TOB (“Order”).

2.2. When you place an Order, you will receive a message via an email from us acknowledging that we have received and are reviewing your Order.

2.3. Your Order constitutes an offer to us to purchase our service or product and is subject to acceptance by us, in our sole and absolute discretion. We will confirm such acceptance of the Order by sending you a message via an email confirming our acceptance.

2.4. Each Order, once accepted by us, becomes a service contract and shall immediately constitute a separate and independent binding contract between you and us, incorporating this TOB.

2.5. We reserve the right to decline or refuse any such requests in our sole and absolute discretion without providing a reason.

3. Status

3.1. By submitting an Order to us, you expressly represent and warrant that (a) you are legally entitled to accept and agree to this TOB; (b) you are at least eighteen (18) years old; (c) you are duly authorised to submit the Order; and

(d) you intend to enter into a legally binding contract with us if we accept your Order.

3.2. Without limiting the generality of the foregoing, the services are not available to persons under the age of eighteen (18) or such persons that are forbidden for any reason whatsoever to enter into a contractual relationship.

4. Price and Payment

4.1. When you make an online payment to us for any service or product, your payment is processed by our secure third-party payment gateway provider. The payment gateway provider will store your banking, e-wallet or debit/credit card details securely, without us having access to the details. Our systems only retain details of the last 4 digits of your card or bank account number for reference purposes. The last 4 digits are recorded in the finance section of your registered account.

4.2. The processing of payments or credit, if applicable, in connection with your use of the Platform is subject to the terms and conditions and the privacy policy of the payment gateway provider and your financial institution, e-wallet or debit/credit card company. We are not

responsible for any errors made by the payment gateway provider. In connection with your use of the services, we will receive certain transaction details that we will use exclusively in line with our Privacy Policy.

4.3. We will not be liable for any loss or damage, including theft or fraud, arising directly or indirectly from:

4.3.1. our failure or omission to protect your personal data from being seen by other persons or otherwise obtained by other persons when you enter your payment details online;

4.3.2. your failure to provide accurate information in the course of the online payment process; or

4.3.3. any other reasons in connection with the specified mode of payment.

4.4. The services provided by MISHU to you are charged in Ringgit Malaysia (MYR). Payment received means when money is confirmed as having been deposited in our bank account as cleared funds.

4.5. The prices shown on our Platform are exclusive of sale and services tax (“SST”), government filing fees and stamp duty.

The total purchase price, including SST and any

other filing fees and stamp duty, will be displayed in your shopping cart prior to confirming the order. For government filing fees and stamp duty, we shall process all payments made by you by acting on your behalf. All prices are payable immediately.

4.6. You remain liable for the payment of the applicable taxes and you shall pay all our invoices, where applicable, in full, free of any withholding and/or deductions for applicable taxes and bank charges.

4.7. We reserve the right to change, modify or update the prices and fees on our Platform and to change, or withdraw any service or product at any time, and such changes or modifications shall be posted on the Platform and be effective immediately.

4.8. Every effort is made to ensure that the prices are correct, but in the event of serious error, any transaction shall be voidable by us and you would then be entitled to a full refund.

4.9. If you have purchased or obtained services for a period of months or years, changes or modifications in prices and/or fees shall be effective when the services in question come up for renewal, as further described below. Prior to

the renewal of our services, you will receive a notice by email from us requesting for your confirmation as to whether you would like to proceed with our services, based on the revised prices and/or fees. If we do not hear from you within fourteen (14) calendar days from the date of our email notification to you on the change, modification or update of any of our prices and/or fees on the Platform, you will be deemed to have accepted our revised prices and/or fees posted on the Platform and you will be charged the revised prices and/or fees when the services in question come up for renewal.

4.10. If you have indicated that you do not wish to proceed with our services based on the revised prices and fees, our services will not be renewed when the services in question come up for renewal.

4.11. If you fail to make any payment due, you will be advised in writing and we reserve the right to suspend your user account or deny your access to all or part of the Platform. If the payment remains outstanding for more than one (1) calendar month after you have been advised in writing, we reserve the right terminate the service with immediate effect.

5. Information Given to Companies

Commission of Malaysia (“CCM”)

5.1. When you place an Order with us, you are authorising us to give information to CCM so that they can incorporate a new company/LLP or update an existing company’ s/LLP’ s records. Where necessary, this will include personal information relating to the directors, shareholders and partners that you provide to us. If you are acting as an agent/representative for a third party, you undertake to comply with Clause 3.1(b) of this TOB.

5.2. You undertake to ensure that all relevant information provided to us which are to be submitted to the CCM:

5.2.1. are provided in a pro-active, responsive and/or timely manner; and

5.2.2. are correct, complete and not misleading;

5.3. If there are changes to the information to be provided to the CCM, you shall notify us immediately.

5.4. We process your orders on the basis that you have given us full and proper instructions and, if ordering on behalf of a third party, that you are authorised to place the order. When you place an order with us you are giving us the

authority to lawfully process your instructions.

6. Continuous Payment Authority

6.1. In order to ensure that you do not experience an interruption or loss of services, most services offer an automatic-renewal option.

The automatic-renewal option automatically renews the applicable service for a renewal period equal in time to the most recent service period.

Therefore, unless you disable the automatic-renewal option, we will automatically renew the applicable service when it comes up for renewal and will take payment from the payment method that we have on file for you.

6.2. You may enable or disable the automatic-renewal option at any time. However, should you elect to disable the automatic-renewal option, and you fail to manually renew your services before they expire, you may experience an interruption or loss of services, and we shall not be liable to you or any third party regarding the same.

6.3. In addition, we may participate in “recurring billing programs” or “account updater services” supported by your banking, e-wallet, debit/credit-card provider (and ultimately dependent on your bank’s participation). If you are enrolled in an automatic-renewal option and we

are unable to successfully charge your existing payment method, your banking, e-wallet, debit/credit-card provider (or your bank) may notify us of updates to your banking, e-wallet, debit/credit-card number and/or expiration date, or they may automatically charge your new banking, e-wallet, debit/credit card on our behalf without notification to us. In accordance with recurring billing program requirements, in the event that we are notified of an update to your banking, e-wallet, debit/credit-card number and/or expiration date, we will automatically update your payment profile on your behalf. We make no guarantees that we will request or receive updated banking, e-wallet, debit/credit-card information.

You acknowledge and agree that it is your sole responsibility to modify and maintain your account settings, including, but not limited to:

- 6.3.1. setting your renewal options; and
- 6.3.2. ensuring your associated payment methods are current and valid.

6.4. Further, you acknowledge and agree that your failure to do so may result in the interruption or loss of services, and we shall not be liable to you or any third party regarding the same.

6.5. If for any reason we are unable to charge your payment method for the full amount owed for the services provided, or if we receive notification of a chargeback, reversal or payment dispute, or are charged a penalty for any fee we previously charged to your payment method, you agree that we may pursue all available lawful remedies in order to obtain payment, including, but not limited to, immediate cancellation, without notice to you, of any services registered or renewed on your behalf. We also reserve the right to charge you reasonable administrative fees or processing fees for:

6.5.1. tasks we may perform outside the normal scope of our services;

6.5.2. additional time and/or costs we may incur in providing our services; and/or

6.5.3. your non-compliance with this TOB (as determined by us in our sole and absolute discretion).

6.6. Typical administrative or processing fee scenarios include, but are not limited to:

6.6.1. customer service issues that require additional personal time or attention; and

6.6.2. recouping any and all costs and fees, including the cost of services, incurred by

us as a result of chargebacks or other payment disputes brought by you, your bank or payment-method processor.

6.7. These administrative fees or processing fees will be charged to the payment method we have on file for you.

7. Processing and Delivery Time

7.1. We provide an online company/LLP incorporation service for different types of companies/LLP in Malaysia. Forming a private company limited by shares or an LLP requires the submission of information to CCM, which you provide to us through the Platform. It is your responsibility to ensure that the information provided is correct. We do not accept any liability for errors or omission in the information provided to CCM based on the information provided by you.

7.2. We do not accept any liability of whatever nature, if your application for the incorporation of a company or the registration of a LLP is rejected by CCM because it includes the appointment of a person or persons that do not meet the legal requirements.

7.3. When you select a name for your company/LLP registration, we warrant only that we

will make an application to CCM for the registration of that name. We do not warrant that CCM will accept it.

7.4. We will submit your applications to CCM using CCM's electronic filing system (MyCOID for company and MyLLP for LLP). If you have completed our application forms correctly, provided all the information required and if the proposed name of the company/LLP is not already in use, CCM will normally complete your application within 3 business days to 2 weeks. All company/LLP incorporation is completed by and subject to CCM's operating systems. Delay may arise due to CCM's systems failure or other circumstances beyond our control including the provision of incorrect information to us when placing the order. We do not accept liability for any losses or damages arising from a delay in completing your order due to reason not caused by us.

7.5. A copy of the certificate of incorporation, notice of registration and the share certificate (if applicable) will be uploaded to your document portal which you can access and download free of charge. Should you request for additional documents not included in our subscription package, we shall charge you for the

additional fees incurred to obtain such documents.

If you request for such documents to be sent by post, we cannot guarantee such documents will arrive to you within a specified period especially since this is subject to the delivery and courier companies' delivery times.

8. Pre-Submission Review

We will review your company/LLP incorporation form prior to submission to CCM to ensure that your company/LLP incorporation form is submitted without any obvious errors so that the incorporation of your company/LLP is done without unnecessary delays. It will also ensure that you do not unknowingly make any potentially expensive mistakes. The review does not include a review of documents you upload to our Platform or the spelling of officers', partners' and shareholders' names or the accuracy of their identification numbers. You are responsible to ensure the accuracy and completeness of information and documents you submit and the proper spelling of the individuals' and entities' names or the accuracy of their identification numbers.

9. Services We Do Not Provide With Any Product

9.1. Our services do not include any of the

following in respect of any of the packages and products we offer for sale on our Platform:

- 9.1.1. accountancy advisory services;
- 9.1.2. tax advisory services;
- 9.1.3. audit services
- 9.1.4. legal services;
- 9.1.5. advice regarding the suitability or adequacy of any company/LLP you intend to set up using our Platform for your intended purposes;
- 9.1.6. any services offered by the third party service providers or strategic partners listed on our Platform; and
- 9.1.7. any other services not expressly mentioned.

9.2. We strongly recommend that you seek independent advice before registering a company/LLP through us. If you have not yet taken such advice, we would advise you to not proceed with any purchase until you have done so.

10. Business Address Service

10.1. By subscribing to our Business Address Service, without the confidential mail upgrade, you agree that we will open all your mail/letter, scan it and place the scanned copy in the document portal we give you or email such copy to you. The document portal allows you to view, store and

download your mail.

10.2. You agree that we will keep all original copies of your mail/letter for one (1) calendar month and then securely shred and dispose of it.

You can ask for the original copy within that period. A handling fee will be charged for retrieving the document from our physical file storage or if you request us to deliver that mail/letter to you.

10.3. If you purchase our Business Address Service without registering an account with us, we will not be responsible for updating your details at CCM, as that would be your own responsibility.

10.4. When you subscribe to our Business Address Service, you are authorising us to receive and process your mail/letter. We are not responsible for losses arising from any act, omission, neglect, failure or delay by us, our employees or our agents in the course of receiving, processing, scanning, sorting or forwarding your mail/letter.

10.5. We accept no responsibility for mail/letter that fails to be delivered to our offices.

10.6. We will not accept any mail/letter that is not addressed to your company/LLP. We will also not accept any parcel or package not related to

mail/letter (for example, physical products).

10.7. Subscribers to our Business Address

Service may not use the address provided for any legal agreements, mobile phone contracts or property/vehicle registration purposes, unless with our express written approval.

10.8. We reserve the right to cancel our

Business Address Service with immediate effect

should we believe you have caused a risk to our reputation, our business, or any terms under this

TOB. Cancellation in such circumstances will not entitle you to a refund, either in full or in

part, of any subscription money paid by you for

the service we are providing. We will immediately

apply to CCM to have our address removed from the

public records by submitting the form of

notification of change in the business/ branch

address to CCM.

10.9. Multiple companies cannot use a single

address service. Each company/LLP using our

address service can only do so if a separate and

appropriate subscription fee has been paid for

each company/LLP.

10.10. It is your responsibility to ensure that you

pay for the renewal of your services when payment

is due. If payment for the renewal of your

Business Address Service has not been made on or before the renewal date, we will terminate the service and your mail/letter will not be accepted or further processed by us. If our Business Address Service relates to a company/LLP registered at CCM you will need to advise them of the change of business address. If you do not, we reserve the right to do so and will advise CCM by submitting the form of notification of change in the business/ branch address to CCM.

10.11.If you wish to arrange to collect the physical copy of your mail/letter, we require two (2) business days’ notice in order to have the item ready for you. We will also ask you to present your ID to the reception when collecting the document. The handling fee relating to the collection of the item will also need settling in advance.

10.12.Mail/letter can only be collected during office hours on a business day.

10.13.If you cancel your subscription to our Business Address Service or you fail to renew it, we will retain the documents stored in the document portal for three (3) calendar months only. Thereafter they will be deleted.

11. Nominee Director Service

As part of the services we provide on the Platform, you may engage us or our representative to act as your local nominee director. You understand that our provision of such services is subject to us entering into a separate nominee director and indemnity agreement with the nominee director and/or do any other things as may be required by us or under applicable laws.

12. Employment Visa Service

As part of the services we provide on the Platform, you may engage us or our representative to act as your employment visa consultant. You understand that our provision of such services is subject to you entering into a separate consultancy agreement with the consultant and/or do any other things as may be required by us or under applicable laws.

13. Refunds and Cancellation

13.1. In the event you purchase a company/LLP incorporation package with MISHU but change your mind prior to/after our submission of the company/LLP details to the CCM, we will refund to you all the monies paid to us (minus the SSM registration fee if we had already paid to the CCM), provided that your written request for a

refund is received by us within thirty (30) calendar day from the date of purchase.

13.2. If your company/LLP incorporation application is rejected by CCM, you will not be entitled to a refund for any services purchased from us. We will continue to assist until your company/LLP is successfully incorporated.

13.3. No refund shall be given for the cancellation order (including any and all elements or parts of an order), resulting from your failure to comply with our Know-Your-Client (KYC) procedures.

13.4. Where you have made advance payments in respect of the company secretarial/compliance officer services and the services are terminated in accordance with Clause 15.2 or 15.4 of this TOB, you will be entitled to a refund of the advance payments made to us which amount is to be pro-rated from the date of cancellation. No refund will be given in any other circumstances.

13.5. If you place an Order for a product (such as company seals, share certificate, rubber stamp) or service with us and you change your mind, provided that you have notified us within 1 business day of your placing of the order or service and we have not started working on your

Order or placed your Order with a third party, you will be due for a refund of the fee relating the cancelled element of the Order. No refund will be given in any other circumstances.

13.6. You acknowledge and agree that where refunds are issued to your payment method, our issuance of a refund receipt is only confirmation that we have submitted your refund to the payment method charged at the time of the original sale, and that we have absolutely no control over when the refund will be applied towards your payment method's available balance. You further acknowledge and agree that the payment provider, and/or the individual issuing bank associated with your payment method, establish and regulate the time frames for posting your refund, and that such refund-posting time frames may range from five (5) business days to a full billing cycle, or longer.

14. Confidentiality

14.1. Either party will not, without the prior written approval of the other party, disclose information that belongs to the other party that is by its nature confidential. A party will not be in breach of this clause in circumstances where it is legally compelled to disclose the other party's confidential information.

14.2. Each party will take reasonable steps to ensure that its employees and agents, and any subcontractors engaged for the purposes of this TOB do not make public or disclose the other party's confidential information. Notwithstanding any other provision of this clause, a party may disclose the terms of this TOB (other than confidential information of a technical nature) to its related companies, solicitors, auditors, insurers and accountants. This clause will survive the termination of this TOB.

15. Termination

15.1. This TOB will be effective upon your electronic acceptance and will continue in effect until terminated by you or by MISHU.

15.2. We may terminate this TOB at any time by giving one (1) calendar month prior written notice if we cease to support the Platform, which we may do so in our sole and absolute discretion.

15.3. In addition, this TOB will terminate immediately and automatically without any notice if you breach or threaten to breach any of the terms and conditions of this TOB or the Website Terms of Use.

15.4. You may terminate this TOB by providing a one (1) calendar month notice in writing to MISHU

that you no longer wish to use the services provided by us.

15.5. If you engage in any conducts or activities that MISHU in its sole discretion believes violate any of the terms and conditions, violate the rights of MISHU, or is otherwise inappropriate for continued access, you acknowledge and agree that MISHU may, without any liability on its part:

15.5.1 terminate or suspend user account or deny your access to all or part of the Platform without prior notice;

15.5.2 deny your access through the Platform to any materials stored on the Platform, or to access third party services, merchandise or information on the Internet through the Platform, and MISHU shall have no responsibility to notify any third-party providers of services, merchandise or information nor any responsibility for any consequences resulting from lack of notification.

15.6. Upon termination:

15.6.1. all rights granted to you under this TOB will also terminate;

15.6.2. you must cease all access or use of the Platform; and

15.6.3. MISHU will provide reasonable

assistance necessary to enable the transfer of data, documentation and records to you or a third party nominated by you at your cost and expense.

For this purpose, we will retain all materials stored in your document portal for a period of three (3) calendar months after account termination.

15.7. Termination will not limit any of our rights or remedies at law or in equity.

16. Indemnity

16.1. You agree to indemnify, defend and hold harmless and keep indemnified, defended and held harmless MISHU and its licensors, officers, directors, partners, employees, agents, affiliates, successors and assigns from and against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable advocates and solicitors' fees, arising from or relating to your use or misuse of the Platform or the placement or transmission of any message, information, software or other materials through the Platform by you or users of your user account or related to any breach of this TOB by you or users of your user account.

17. Disclaimer of Warranties

17.1. The Platform is provided to you on an “as is where is” basis and with all faults and defects without warranty of any kind. To the maximum extent permitted under applicable law, MISHU, on its behalf and on behalf of its affiliates and its service providers, expressly disclaims all:

17.1.1. conditions and warranties, whether express, implied, statutory or otherwise, with respect to the Platform including but not limited to the commercial and non-commercial merchantability, quality, fitness, purpose, title, non-infringement and any implied terms and warranties of the Platform;

17.1.2. representations, by any means, as to the availability, accessibility, uninterrupted access, operation, performance of the Platform or any other products or services accessed via the Platform; and

17.1.3. indemnification arising from course of dealing or course of performance in connection with this TOB.

17.2. No advice or information, whether oral or written, obtained by you from the Platform or any materials or content available through the Platform will create any warranty that is not

expressly stated in this TOB. You assume all risk for any damage that may result from your use of or access to the Platform, and any material or content available through the Platform.

17.3. MISHU does not warrant the accuracy, completeness or adequacy of any information or material contained on the Platform. Nothing contained on the Platform are intended to be used as professional advice, nor as substitute for your own professional advice.

17.4. Without limitation to the foregoing, we provide no warranty or undertaking, and make no representation of any kind that the Platform will meet your requirements, achieve any intended results, be compatible or work with any other software, applications, systems or services, operate without any interruption, meet any performance or reliability standards or be error free or that any errors or defects can or will be corrected.

18. Limitation of Liability

18.1. In no event will MISHU, its affiliates and their respective licensors, shareholders, members, directors, partners, officers, employees, attorneys, agents, representatives, suppliers or contractors be liable for any incidental, direct,

indirect, special, punitive, consequential or similar damages or liabilities whatsoever (including, without limitation, damages for loss of data or exposure of data, information, revenue, profits or other business or financial benefit) arising out of or in connection with the Platform, any performance or non-performance of the Platform, or any other product, service or other item provided by or on behalf of MISHU.

18.2. You agree that MISHU has no liability or responsibility for the deliberate or accidental deletion, failure to store, theft, misappropriation or loss of, by any means, of any data due to your actions in using the Platform including failure to apply strong passwords.

18.3. Access to, and use of, the Platform are entirely at your own discretion and risk. You understand and agree that you will use the Platform, and use, access, download, or otherwise obtain materials or content through the Platform, at your own discretion and risk, and that you are solely responsible for any damage to your property (including your computer system or mobile device used in connection with the Platform), or the loss of data that results from the use of the Platform.

18.4. MISHU has no special relationship with or

fiduciary duty to you or any other third party.

You agree and acknowledge that you are solely responsible for conducting a full and diligent review of any and all legal, accounting, regulatory or tax related implications that may result from your use of the Platform and it is your responsibility to ensure that you order the service or combination of services and goods on the Platform which suits your needs. Prior to accessing the Platform, we recommend that you consult with a licensed professional who is fully aware of your circumstances.

18.5. MISHU will not be held liable for any and all losses, damages, costs and expenses which you may incur resulting from or in connection with a contract entered into between you and a third party service provider listed on our Platform. The quality of the goods and/or services provided by the third party service provider listed on our Platform is the full responsibility of the third party service provider that provides the goods or services to you. Under no circumstances will MISHU accept any liability for and/or in connection with the goods and/or services provided by the third party service provider or any other actions or omissions on the part of the third party service

provider. Any complaints related to the goods /or services or the third party service provider should therefore be addressed to the third party service provider directly.

18.6. Should you contact us regarding any complaint, claim, demand, action, dispute, proceedings or suits against a third party service provider listed on our Platform, we will refer such complaint, claim, demand, action, dispute, proceedings or suits to the relevant third party service provider. Should a third party service provider listed on our Platform contact us regarding any complaint, claim, demand, action, dispute, proceedings or suits against you, we will refer such complaint, claim, demand, action, dispute, proceedings or suits to you.

18.7. In the event that any limitation or exclusion of liability in this TOB is not enforceable, our total liability for any claim arising out of or relating in any manner to the access and/or use (or inability to access and/or use) of the Platform are limited to our retainer fee paid by you to us during the twelve (12) calendar months period preceding the date on which the claim arose. We do not exclude liability for death or personal injury caused by our negligence,

fraud or fraudulent misrepresentation, or any other liability which may not be excluded by law.

19. Right to Investigate

19.1. We reserve the right in our sole discretion to investigate complaints, actual, potential or alleged violations of this TOB or other agreements applicable to us and any actual, potential or alleged violations of applicable law, but we undertake no obligation to do so.

19.2. In connection with any such investigation, we may take any action we deem appropriate including, without limitation, reporting any suspected unlawful activity to law enforcement officials, regulators or other third parties, and disclosing any information necessary or appropriate to such persons relating to your profile, e-mail address, usage history, posted materials, IP addresses and traffic information.

19.3. Periodically, we are obliged to undertake due diligence checks on the clients to which we provide ongoing services. Should any of our checks result in the discovery of illegal or unethical, we reserve the right to terminate our service, without notice and without a refund.

20. Force Majeure

You acknowledge and agree that we have no control

over the availability of the Platform on a continuous or uninterrupted basis, and that we assume no liability to you or any other party with regard thereto. We are not responsible or liable for failure or delay of performance caused by act of war, hostility, or sabotage; act of God; electrical, internet or telecommunication shortage or outage; interruption or failure of telecommunication or digital transmission links; hostile network attacks; network congestion; national, state, or local government restrictions or intervention; pandemic, epidemic or any other event that is beyond our reasonable control, whether foreseeable or not.

21. Invalidity and Severability

21.1. If any provision of this TOB is or may become under any written law, or is found by any court or administrative body or competent jurisdiction to be, illegal, void, invalid, prohibited or unenforceable then:

21.1.1. such provision shall be ineffective to the extent of such illegality, voidness, invalidity, prohibition or unenforceability;

21.1.2. the remaining provisions of this TOB shall remain in full force and effect; and

21.1.3. the parties shall use their

respective best endeavours to negotiate and agree a substitute provision which is valid and enforceable and achieves to the greatest extent possible of the economic, legal and commercial objectives of such illegal, void, invalid, prohibited or unenforceable term, condition, stipulation, provision, covenant or undertaking.

22. Assignment

22.1. You may not assign, transfer or sub-contract any of your rights and obligations under this TOB to any other person without our prior written consent.

22.2. We may assign, transfer or sub-contract all or any of our rights and obligations under this TOB at any time without your consent to:

22.2.1. our subsidiary or related/affiliated company;

22.2.2. an acquirer of our equity, business or assets; or

22.2.3. a successor by merger.

23. Ownership and protection of data files

23.1. Title to and all intellectual property rights in the software, Platform, standard checklists, forms, templates, documentation, videos, e-books, e-guides, training and marketing

materials developed or prepared by us remain our property.

23.2. Title to and all intellectual property

rights in any documents or data files uploaded by you or to our document portal or developed or prepared for you remain your property.

24. Waiver

If a party waives any right under this TOB, it must be done in writing. No failure to exercise, and no delay in exercising, on the part of either party, any right or any power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or power hereunder preclude further exercise of that or any other right hereunder. A waiver of a breach of a term in this TOB does not operate as a waiver of another breach of the same term or any other term.

25. Equitable Remedies

You acknowledge that the rights granted, and obligations made under this TOB to us are of a unique and irreplaceable nature, the loss of which shall irreparably harm us, and which cannot be replaced by monetary damages alone. As such, we shall be entitled to injunctive or other equitable relief (without the obligations of posting any bond or surety or proof of damages) in the event

of any breach or anticipatory breach by you.

26. Governing Law and Jurisdiction

This TOB is governed by, and construed in accordance with, the laws of Malaysia. The courts of Malaysia are to have exclusive jurisdiction to settle any disputes which may arise out of or in connection with this TOB.

27. Entire Agreement

This TOB, our Website Terms of Use and our Privacy Policy constitute the entire agreement between you and MISHU with respect to the Platform and supersede all prior or contemporaneous understanding and agreements, whether written or oral, with respect to the Platform. This TOB creates no third-party beneficiary rights.

28. Electronic Communication

28.1. For contractual purposes, you consent:

28.1.1. to receiving communications from us in an electronic form via the last email address you have submitted to us; and

28.1.2. that any terms and conditions, agreements, policies, notices, disclosures and other communications that we provide to you electronically satisfy any legal requirement that such communications would satisfy if they were in writing.

28.2. Notice will be deemed given twenty (24)

hours after:

28.2.1. the e-mail is sent to the last email

address that you have provided to us; or

28.2.2. the notice is posted on the Platform.

E-MAIL: yPHONE:

+6011-12037291ADDRESS: Bukit Jalil Office A-3-3,

Aurora Place,Plaza Bukit Jalil,No.1, Persiaran

Jalil 1,Bandar Bukit Jalil,57000 Kuala Lumpur.

KL Gateway OfficeE-12-02, MenaraSuezcap 2, KL

Gateway,No.2, Jalan Kerinchi,59200 Kuala Lumpur

Employment PassCorporate InsuranceGovernment

Grants & IncentivesCorporate TrainingHR

ConsultingEmployees Performance Reward

Business TermsPrivacy PolicyTerms of UseRefund

Policy

Anti-Bribery & Corruption Policy | Anti-Money

Laundering Policy | Client Service Charter | Anti-

Sexual Harassment Policy | Anti-IP Theft Policy

MISHU Group of CompaniesMISHU SDN BHD

(202001002122 (1358441-X)) MISHU CA SDN BHD

(202101003460 (1403758--P)) MISHU CONSULTING SDN

BHD (202101025051 (1425351--U)) MISHU HR &

TRAINING SDN BHD (202301013282 (1507204-T))MISHU

CORPORATE SERVICES SDN BHD (202101025050

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

，我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于 New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM 或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our

services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund – no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There's absolutely no risk! Take our commitment and try us out.

Effective Date: 1 May 2020Welcome to the MISHU

Website

1. Introduction1.1. These Website

Terms of Use (this “Agreement”) is a binding agreement between you and MISHU (hereinafter referred to as “MISHU” , “we” , “us” or “our” , as the case may be). MISHU is owned and operated by MISHU Sdn Bhd (Company No. 202001002122 (1358441-X)).

1.2. This Agreement governs and regulates your access to and use of services, products, online facilities, tools, functions, features or any Content (as hereinafter defined in Clause 4.2) made available by us through our website <https://mishu.my> (“Platform”).

1.3. Please read and understand this Agreement carefully before continuing to use the Platform as it contains important information regarding your legal rights and remedies. This Agreement should be read in conjunction with our Privacy Policy (<https://mishu.my/privacy-policy/>).

2. Consent2.1. By connecting to and accessing or using the Platform, you:

2.1.1. acknowledge that you have read and understood this Agreement;

2.1.2. represent that you are of legal age to

enter into a binding agreement; and

2.1.3. accept this Agreement and agree that you are legally bound by its terms.

2.2. We reserve the right, in our sole and absolute discretion, to modify, vary, amend, change and/or update this Agreement, and any policies or agreements which are incorporated herein at any time as we deem fit and with reasonable notice to you (for example, by posting an update on the Platform, or by emailing the updated Agreement to you). Such modifications, variations, amendments, changes and/or updates to this Agreement shall be effective upon the posting of an updated version on the Platform. You agree that it shall be your responsibility to review this Agreement regularly to ensure your understanding of this Agreement is current and you understand the terms and conditions that apply to your connection and access to, and use of, the Platform.

2.3. Your non-termination or continued access to the Platform after the effective date of any modifications, variations, amendments, changes and/or updates constitutes your acceptance of, and agreement to be bound by, the revised Agreement.

2.4. If you do not agree to this Agreement or

with any subsequent modifications, variations, amendments, changes and/or updates, you must not connect to or access the Platform. If you have any questions regarding this Agreement, please consult a professional lawyer.

3. Representations, Identification and

Authorisation of User Account3.1. In order to

access some of the features and services on the Platform, you would have to create and sign up an account (“User Account”) with us. The User Account facilitates the administration of your company or companies and your access to the services on the Platform.

3.2. By using the Platform, you expressly represent and warrant that (a) you are legally entitled to accept and agree to this Agreement; (b) you are at least eighteen (18) years old; (c) you have not previously been suspended or removed from the Platform; and (d) your registration of the User Account and your use of the Platform are in compliance with all applicable laws and regulations.

3.3. Without limiting the generality of the foregoing, the Platform is not available to persons under the age of eighteen (18) or such persons that are forbidden for any reason

whatsoever to enter into a contractual relationship. You confirm that all the personal data and contact details in relation to your identity is accurate, up to date, not misleading, and complete at all times; and that you will keep your account information accurate, up to date, not misleading and complete at all times. If we have reason to believe that your account information is untrue, inaccurate, out of date, misleading or incomplete, we reserve the right, in our sole and absolute discretion, to suspend or terminate your User Account by giving you a notice in writing to the email address you maintained in your User Account.

3.4. You agree to provide us with all required documentation or information upon request through the Platform for us to comply with our internal policies, any applicable laws or guidelines or for any other reason as we may consider necessary or desirable from time to time.

3.5. By using the Platform, you agree that:

3.5.1. you will only use the Platform for lawful purposes;

3.5.2. you will not permit or enable third

parties to use your User Account;

3.5.3. you will not assign, transfer or otherwise render accessible your User Account to any other person;

3.5.4. you will not use the User Account of a third party;

3.5.5. you will comply with all relevant legislation when using the Platform, and you will only use the Platform for the purpose for which it is intended to be used;

3.5.6. you will not use the Platform to cause annoyance or disruption;

3.5.7. you will not impede the correct operation of the network to our Platform;

3.5.8. you will provide MISHU with proof of identity as it may reasonably request or require; and

3.5.9. you will provide accurate, current and complete information as required for

the Platform and undertake the responsibility to maintain and update your information in a timely manner to keep it accurate, current and complete at all times prior to termination of your User Account for any reason.

3.6. By using the Platform, you further represent and warrant that you have the right, authority and capacity to use the Platform. You agree that, in the event you are the authorised representative of an individual, partnership, agent, sole proprietor, company or entity, you (a) have obtained the lawful authority via written authorisation or consent from such individual, partnership, agent, sole proprietor, company or entity; and (b) agree to be bound by this Agreement on behalf of that individual, partnership, agent, sole proprietor, company or entity. You agree not to impersonate or represent intentionally or unintentionally, in any way whatsoever, any third-party, individual, partnership, agent, sole proprietor, company or entity without lawful authority; or otherwise provide, submit or present any false and/or misleading information to MISHU.

3.7. If, after your electronic acceptance of

this Agreement, we find that you do not have the legal authority to bind such individual, partnership, agent, sole proprietor, company or entity, you will be personally responsible for the obligations contained in this Agreement, including, but not limited to, the payment obligations. We shall not be liable for any loss or damage resulting from our reliance on any instruction, notice, document or communication reasonably believed by us to be genuine. If there is reasonable doubt about the authenticity of any such instruction, notice, document or communication, we reserve the right to (but undertake no duty to) require additional authentication from you.

3.8. You should take all necessary steps to ensure that your user ID and password for the User Account are kept confidential and secure at all times from third parties, including but not limited to, not disclosing or cause to be disclosed your user ID and password through any means, and by restricting access to any device(s) linked to your use of the Platform, including but not limited to, computers, laptops and any mobile device owned by you or any third party. You should inform us immediately if you have any reason to

believe that your user ID or password for the User Account has become inadvertently known to anyone else, or if the password is being, or is likely to be, used in an unauthorised manner.

3.9. You are responsible for all activities that occur under your User Account, regardless of whether you are the one who undertakes such activities. This includes any unauthorised access and/or use of your User Account.

3.10. If we have reason to believe that there is likely to be a breach of security, unauthorised use of your User Account or misuse of the Platform, we may require you to change your password to the User Account or we may suspend your User Account pending investigation. You release and hold us harmless from any and all claims and causes of action arising out of or resulting from any unauthorised use of your User Account.

4. Intellectual Property

Rights4.1. For the purposes of this Clause 4:

4.1.1. “Intellectual Property Rights” means all applicable rights, title, interests and benefits including, without limitation, patents, copyrights, trademarks, trade secrets, trade names, Know-How, logos, patents, inventions,

registered and unregistered design rights, copyrights, technology, databases, database rights and all other similar intellectual property rights.

4.1.2. “Know-How” means all confidential and proprietary industrial and commercial information and techniques in any form, including but not limited to, drawings, formulae, tests, results, procedures, project reports and testing procedures, instructions, training manuals, market forecasts, and list of particulars of potential competitors, suppliers and members.

4.2. Other than the User Data (as hereinafter defined in Clause 5.1.2), or unless otherwise indicated, we and/or our licensors have valid, unrestricted and exclusive rights, title and interest of the Intellectual Property Rights on the Platform and the texts, graphics, logos, icons, images, documentations, audios, videos, software, page layout, underlying code, data compilations, materials and any other form of information capable of being stored in a computer that contained in or published on the Platform (collectively, the “Content”). By allowing you to access and use the Platform, MISHU does not grant you any licence or other authorisation in respect

of the Platform' s Intellectual Property Rights.

4.3. Subject to your complete and ongoing compliance with all the terms and conditions of this Agreement and payment of all applicable fees, MISHU hereby grants to you a limited, personal, restricted, non-exclusive, non-transferable, non-sublicensable, and revocable license, subject to this Agreement, to access and use the Platform and the Content in accordance with this Agreement. All other uses are prohibited without our prior written consent.

4.4. Your use of and access to the Platform and the Content does not grant or transfer to you any rights, title or interest in relation to the Platform or the Content. You must not:

4.4.1. copy or use, in whole or in part, any Content;

4.4.2. reproduce, retransmit, distribute, disseminate, sell, resell, publish, broadcast or circulate any Content to any third-party, unless otherwise indicated on the Platform or unless given express written permission to do so by MISHU; and

4.4.3. breach any Intellectual Property Rights connected with the Platform or the Content, including (without limitation) altering or

modifying any of the Content, causing any of the Content to be framed or embedded in another website or platform, or creating derivative works from the Content.

4.5. You may view and temporarily store material from the Platform in your browser's cache.

4.6. You undertake not to use any robot, spider, other automatic device, or manual process to monitor materials available through our Platform.

4.7. If you violate any portion of this Agreement, your permission to access and use the Platform may be terminated immediately pursuant to this Agreement. Additionally, we reserve the right to avail ourselves of all remedies available at law and in equity for any such violation.

5. User Data
5.1. For purposes of this Clause 5:

5.1.1. "Representative" means a representative of yours, including an accountant, tax agent, auditor, lawyer, accounting, taxation, audit or legal firm, or other third party, to whom you provide (or for whom you authorise MISHU to provide) access to the User Data stored in the User Account for the purpose of providing to you

professional services.

5.1.2. “User Data” means any text, information, data, materials, images, or other content you provide to us using the Platform or submit, enter into, load, or post to the Platform, and all results from processing such text, information, data, materials, images, or content, including the corporate documentation issued by the Companies Commission of Malaysia, and the relevant agreements entered into by a company, using the Platform.

5.2. You hereby grant to us a royalty-free, fully paid-up, sublicensable, transferable, perpetual, irrevocable, non-exclusive, worldwide license to use, copy, modify, create derivative works of, display, perform, publish and distribute, in any form, medium or manner, the User Data where we deem fit and necessary for providing our services to you, subject to our commitments and obligations stated in our Privacy Policy.

5.3. You have sole responsibility for the accuracy, appropriateness and completeness of all User Data. MISHU will treat the User Data that you have provided through the Platform as true for all purposes and shall not be responsible for

reviewing, validating or otherwise confirming the accuracy, appropriateness or completeness of the User Data.

5.4. At your request and/or consent and subject to your payment of any applicable fees, MISHU will use reasonable efforts to make certain User Data available to Representative(s) who have registered with and/or are using the Platform. You hereby authorise MISHU to disclose such User Data to any Representative to whom you authorise and/or instruct.

5.5. MISHU does not control how any Representative uses the User Data and has no responsibility over the User Data that is provided to a Representative. Notwithstanding the foregoing, MISHU reserves the right to decline to transmit the User Data to a specific Representative if MISHU believes that such transmission would violate this Agreement or any applicable laws (in which case MISHU will use reasonable efforts to promptly notify you of such decision). Representatives acknowledge that MISHU is merely acting as a passive conduit for such distribution and takes no responsibility for any User Data. MISHU makes no warranty, representation, endorsement, or guarantee

regarding, and accept no responsibility or liability for, the quality, content, nature or reliability of any User Data.

5.6. You represent and warrant that: (a) you own the User Data or have the right to grant the rights and licenses in this Agreement, and (b) the use by MISHU of the User Data as licensed herein does not and will not violate, misappropriate or infringe on the rights of any third party. We may remove any User Data from the Platform for any reason at our sole and absolute discretion.

6. Specific Restrictions6.1. You agree that you shall only use the Platform for reasonable and lawful business purposes.

6.2. You must not do or attempt to do anything that is unlawful, prohibited by any laws applicable to the Platform, which we would consider inappropriate, or which might bring us or the Platform into disrepute, including (without limitation):

6.2.1. using the Platform to store any materials which is prohibited by law;

6.2.2. using the Platform in any way that is or may be damaging to the Platform, including hacking or trying to steal other users' information (including User Data, user ID and password) from

the Platform;

6.2.3. tampering with or modifying the Platform, knowingly transmitting viruses, worms or other disabling features, or damaging or interfering with the Platform, including (without limitation) using trojan horses, viruses, timebombs, keystroke loggers, spyware or other similar feature or piracy or programming routines that may damage or interfere with the Platform;

6.2.4. using the Platform in any way that interferes with any user's access to the Platform;

6.2.5. using the Platform contrary to applicable laws and regulations, or in any way which may cause harm to the Platform, or to any person or business entity;

6.2.6. engaging in any data mining, data harvesting, data extracting or any other similar activity in relation to the Platform or data regarding other users, including e-mail addresses, without our consent;

6.2.7. anything that would constitute a breach of an individual's privacy (including uploading private or personal information without an individual's consent) or any other legal rights;

6.2.8. using the Platform to defame, harass, threaten, menace or offend any person;

6.2.9. using the Platform to send unsolicited or unauthorised advertising, promotional materials, junk mail, spam, chain letters, pyramid schemes, or any other form of duplicative or unsolicited messages, whether commercial or otherwise;

6.2.10. using the Platform to engage in any advertising or marketing;

6.2.11. modifying, copying, adapting, reproducing, making derivative works of, dissecting, decompiling, disassembling, reverse compiling or reverse engineering any part of the Platform;

6.2.12. otherwise deriving or determining or attempting to derive or determine the source code (or algorithms, structure or organisation) of any software underlying the Platform;

6.2.13. interfering with, disrupting, or creating an undue burden on servers or networks connected to the Platform, or violate the regulations, policies or procedures of such servers or networks;

6.2.14. attempting to gain unauthorised access to the Platform (or to other computer systems or networks connected to or used together with the Platform), whether through password

mining or any other means;

6.2.15. accessing the Platform in order to build a similar or competitive application, product, or service;

6.2.16. using software or automated agents or scripts to produce multiple accounts on the Platform, or to generate automated searches, requests, or queries to (or to strip, scrape, or mine data from) the Platform (provided, however, that we conditionally grant to the operators of public search engines revocable permission to use spiders to copy materials from the Platform for the sole purpose of and solely to the extent necessary for creating publicly available searchable indices of the materials, but not caches or archives of such materials); and/or

6.2.17. instructing, authorising, facilitating or assisting a third-party to do any of the above acts.

6.3. Certain areas of the Platform are restricted from being accessed by you and we may further restrict access by you to any areas of the Platform, at any time and from time to time, at our absolute discretion.

6.4. You are prohibited from using the Platform, including the Content, in any way that

competes with our business.

7. Collection and Use of Your

Information7.1. You acknowledge that when you access and use the Platform, we may use automatic means (including, for example, cookies and web beacons) to collect information about your use of the Platform. You may also be required to provide certain information about yourself as a condition to accessing and using the Platform or certain of its features or functionality. All information we collect through or in connection with the Platform are subject to our Privacy Policy.

7.2. We will process and may disclose personal data including sensitive personal data (as defined in the Personal Data Protection Act 2010) relating to you and your affiliates, and you consent to the processing and disclosure of such data. You agree to keep us informed of any changes to your personal data at all material times. In any event, should any such necessity arise to obtaining the consent, authorisation or permission of any of your affiliates in relation to the processing and disclosure of their personal data, including sensitive personal data (as defined in the Personal Data Protection Act 2010), then such

consent, authorisation or permission is deemed to have been obtained by you unless communicated otherwise to us.

7.3. Certain products, services or functionalities made available via the Platform are and may be delivered by third party sites and organisations. By using any product, service or functionality originating from <https://mishu.my>, you hereby acknowledge and consent that MISHU may share such information and data with any third party with whom MISHU has a contractual relationship with to provide the requested product, service or functionality on behalf of users and customers of the Platform.

8. Updates and User Data

8.1. You acknowledge and agree that, from time to time, the Platform may be inaccessible or inoperable for any reason including, but not limited to, equipment malfunctions, schedule downtime for maintenance, upgrade and update, repairs or replacements that we may undertake from time to time at our sole discretion.

8.2. MISHU is not responsible for performing, and is not liable for any failure to perform, any back-up of any data (including User Data)

provided, transmitted, processed, or stored by you in or through the Platform. It is your responsibility to back up onto your own local system all User Data, including all data and records that you submit to us.

9. Additional Reservation of

Rights9.1. We expressly reserve the right to deny, cancel, terminate, suspend, lock or modify access to (or control of) any User Account or services for any reason (as determined by us, in our sole and absolute discretion), including, but not limited to, the following:

9.1.1. to correct mistakes made by us in offering or delivering any services;

9.1.2. to protect the integrity and stability of, and correct mistakes made by, any of our partners;

9.1.3. to assist with our fraud and abuse detection and prevention efforts;

9.1.4. to comply with court orders against you and any applicable local, state, national and international laws, rules and regulations;

9.1.5. to comply with requests of law enforcement, including subpoena requests;

9.1.6. to comply with any dispute resolution process;

9.1.7. to defend any legal action or threatened legal action without consideration of whether such legal action or threatened legal action is eventually determined to be with or without merit; and/or

9.1.8. to avoid any civil or criminal liability on the part of us, our officers, directors, employees and agents, as well as our affiliates, including, but not limited to, instances where you have sued or threatened to sue us.

9.2. We expressly reserve the right to review every User Account for excessive space and bandwidth utilisation, and to terminate or apply additional fees to User Accounts that exceed allowed levels.

10. Third-Party Materials10.1. The Platform may use, display, include or make available third-party content (including data, information, applications and other products, services and/or materials) or provide links to third-party websites or services, including through third-party advertising (the “Third-Party Materials”).

10.2. You acknowledge and agree that we do not control and are not responsible for the Third-

Party Materials, including but not limited to, their accuracy, completeness, timeliness, validity, copyright compliance, legality, decency, quality or any other aspect thereof. The inclusion of Third-Party Materials on the Platform does not imply any endorsement by MISHU of the Third-Party Materials or those in control of them.

10.3. We do not assume and will not have any liability or responsibility to you or any other person or entity in respect of any Third-Party Materials.

10.4. Third-Party Materials and links thereto are provided solely as a convenience to you. You access and use them entirely at your own risk and subject to such third parties' terms and conditions.

10.5. Information on the many web pages that are linked to the Platform comes from a variety of sources. Some of this information comes from official MISHU licensors, but much of it comes from unofficial or unaffiliated organisations and individuals, both internal and external to MISHU.

MISHU does not author, edit or monitor these unofficial pages or links. You acknowledge and agree that MISHU shall not be responsible or liable, directly or indirectly, for any damage or

loss caused or alleged to be caused by or in connection with the use of or reliance on any such content, products, services, advertising or other materials available on such external sites or resources.

11. Third-Party Interactions11.1. During use of the Platform, you may, from time to time, enter into correspondences, trades and/or any other transactions with any third-party service providers through the Platform, and you acknowledge that any such activity, and any terms, conditions, warranties or representations associated with such activity, is solely conducted and/or entered into between you and the applicable third-party.

11.2. MISHU and its affiliates and licensors shall have no liability, obligation or responsibility for any such correspondences, trades and/or transactions between you and any such third-party.

11.3. MISHU does not endorse any applications or sites on the Internet that are linked through the Platform, and in no event shall MISHU or its affiliates and/or licensors be responsible for any content, products, services or other materials on or available from such sites or third-party

service providers.

11.4. MISHU provides the services made available on the Platform to you pursuant to this Agreement.

You recognise, however, that certain third-party merchants or service providers, goods and/or services may require your agreement to additional and/or different terms of service prior to your use of or access to such goods or services, and MISHU is not a party to any agreement relating to such use and access, and we disclaim any and all responsibility and/or liability arising from such agreements between you and the third-party service providers.

12. Third Party Software and Application Programming Interface (“API”) We may use third party software and APIs when providing services on the Platform. We do not guarantee the reliability of such third-party software or APIs. You agree that we are not liable for any loss or damage whatsoever incurred or suffered by you arising out of our use of such third-party software or APIs.

13. Indemnity You agree to indemnify, defend and hold harmless and keep indemnified, defended and held harmless MISHU and its licensors, officers, partners, directors, employees, agents, affiliates, successors and assigns from and

against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable advocates and solicitors' fees, arising from or relating to your use or misuse of the Platform or the placement or transmission of any message, information, software or other materials through the Platform by you or users of your User Account or related to any breach of this Agreement by you or users of your User Account.

14. Disclaimer of Warranties14.1. The

Platform is provided to you on an “as is where is” basis and with all faults and defects without warranty of any kind. To the maximum extent permitted under applicable law, MISHU, on its behalf and on behalf of its affiliates, licensors and its service providers, expressly disclaims all:

14.1.1. conditions and warranties, whether express, implied, statutory or otherwise, with respect to the Platform including but not limited to the commercial and non-commercial merchantability, quality, fitness, purpose, title, non-infringement and any implied terms and warranties of the Platform;

14.1.2. representations, by any means, as to the availability, accessibility, uninterrupted access, operation, performance of the Platform or any other products or services accessed via the Platform; and

14.1.3. indemnification arising from course of dealing or course of performance in connection with this Agreement.

14.2. No advice or information, whether oral or written, obtained by you from the Platform or any materials or content available through the Platform will create any warranty that is not expressly stated in this Agreement. You assume all risk for any damage that may result from your use of or access to the Platform, and any material or content available through the Platform.

14.3. MISHU does not warrant the accuracy, completeness or adequacy of any information or material contained on the Platform. Nothing contained on the Platform is intended to be used as professional advice, nor as substitute for your own professional advice.

14.4. Without limitation to the foregoing, we provide no warranty or undertaking, and make no representation of any kind that the Platform will meet your requirements, achieve any intended

results, be compatible or work with any other software, applications, systems or services, operate without any interruption, meet any performance or reliability standards or be error free or that any errors or defects can or will be corrected.

14.5. Whilst we use reasonable efforts to ensure that our online platform is free from viruses and other malicious or harmful content, we cannot guarantee that your use of the Platform (including any content on it or any website accessible from it) will not cause damage to your computer or any other device. Except if required by applicable law, we shall not be liable to you for any loss or damage, which you may suffer as a result of viruses or other malicious or harmful content.

15. Limitation of Liability15.1. In no event will MISHU, its affiliates and its respective licensors, shareholders, members, directors, officers, employees, attorneys, agents, representatives, suppliers or contractors be liable for any incidental, direct, indirect, special, punitive, consequential or similar damages or liabilities whatsoever (including, without limitation, damages for loss of data or

exposure of data, information, revenue, profits or other business or financial benefit) arising out of or in connection with the Platform, any performance or non-performance of the Platform, or any other product, service or other item provided by or on behalf of MISHU.

15.2. You agree that MISHU has no liability or responsibility for the deliberate or accidental deletion, failure to store, theft, misappropriation or loss, by any means, of any data due to your actions in using the Platform including failure to apply strong passwords.

15.3. Access to, and use of, the Platform are entirely at your own discretion and risk. You understand and agree that you will use the Platform, and use, access, download, or otherwise obtain materials or content through the Platform, at your own discretion and risk, and that you are solely responsible for any damage to your property (including your computer system or mobile device used in connection with the Platform), or the loss of data that results from the use of the Platform or the download or use of any Content.

15.4. The Content is provided for informational purposes only and is not intended to constitute professional, regulatory, legal or other advice.

Any decision made or action taken by you based on the Content is at your sole responsibility and liability.

15.5. Any opinion, analysis or other information included in the Content provided does not constitute an advice. You agree that you are solely responsible for all actions (or the lack thereof), and decisions as related to the Content and your use of the Platform. MISHU and each party providing the Content disclaim liability to all persons or organisations in relation to any action(s) taken on the basis of currency or accuracy of the Content or any loss or damage suffered in connection with that information or material. You agree that MISHU has no liability or responsibility for any actions you may take in relation to the Content provided.

15.6. MISHU has no special relationship with or fiduciary duty to you or any other third party. You agree and acknowledge that you are solely responsible for conducting a full and diligent review of any and all legal, accounting, regulatory or tax related implications that may result from your use of Platform and it is your responsibility to ensure that you order the service or combination of services and goods on

the Platform which suits your needs. Prior to accessing the Platform, we recommend that you consult with a qualified professional who is fully aware of your circumstances.

15.7. In the event that any limitation or exclusion of liability in this Agreement is not enforceable, our total liability for any claim arising out of or relating in any manner to the access and/or use (or inability to access and/or use) of the Platform is limited to RM100 only. We do not exclude liability for death or personal injury caused by our negligence, fraud or fraudulent misrepresentation, or any other liability which may not be excluded by law.

16. Right to Investigate16.1. We reserve the right in our sole discretion to investigate complaints, actual, potential or alleged violations of this Agreement or other agreements applicable to us and any actual, potential or alleged violations of applicable law, but we undertake no obligation to do so.

16.2. In connection with any such investigation, we may take any action we deem appropriate including, without limitation, reporting any suspected unlawful activity to law enforcement officials, regulators or other third parties, and

disclosing any information necessary or appropriate to such persons relating to your profile, e-mail address, usage history, posted materials, IP addresses and traffic information.

16.3. Periodically, we are obliged to undertake due diligence checks on the clients to which we provide ongoing services. Should any of our checks result in the discovery of illegal or unethical conduct, we reserve the right to terminate the provision of our service to you, your access to, or use of, the Platform, without notice and without a refund.

17. Force Majeure17.1. You acknowledge and agree that we have no control over the availability of the Platform on a continuous or uninterrupted basis, and that we assume no liability to you or any other party with regard thereto. We are not responsible or liable for failure or delay of performance caused by act of war, hostility, or sabotage; act of God; electrical, internet or telecommunication shortage or outage; interruption or failure of telecommunication or digital transmission links; hostile network attacks; network congestion; national, state, or local government restrictions or intervention; pandemic, epidemic or any other

event that is beyond our reasonable control, whether foreseeable or not (“Force Majeure Event”).

17.2. Where the access to the Platform are interrupted or we are unable to perform the services offered on the Platform for a continuous period of more than 21 calendar days by reason of a Force Majeure Event, either party shall have the right to terminate this Agreement.

18. Invalidity and Severability18.1.

If any provision of this Agreement is or may become under any written law, or is found by any court or administrative body or competent jurisdiction to be, illegal, void, invalid, prohibited or unenforceable then:

18.1.1. such provision shall be ineffective to the extent of such illegality, voidness, invalidity, prohibition or unenforceability;

18.1.2. the remaining provisions of this Agreement shall remain in full force and effect; and

18.1.3. the parties shall use their respective best endeavours to negotiate and agree a substitute provision which is valid and enforceable and achieves to the greatest extent possible of the economic, legal and commercial

objectives of such illegal, void, invalid, prohibited or unenforceable term, condition, stipulation, provision, covenant or undertaking.

19. Assignment19.1. You may not assign, transfer or sub-contract any of your rights and obligations under this Agreement to any other person without our prior written consent.

19.2. We may assign, transfer or sub-contract all or any of our rights and obligations under this Agreement at any time without your consent to:

19.2.1. our subsidiary or related/affiliated company;

19.2.2. an acquirer of our equity, business or assets; or

19.2.3. a successor by merger.

20. WaiverIf a party waives any right under this Agreement, it must be done in writing. No failure to exercise, and no delay in exercising, on the part of either party, any right or any power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or power hereunder preclude further exercise of that or any other right hereunder. A waiver of a breach of a term in this Agreement does not operate as a waiver of another breach of the same

term or any other term.

21. Equitable Remedies You acknowledge that the rights granted, and obligations made under this Agreement to us are of a unique and irreplaceable nature, the loss of which shall irreparably harm us, and which cannot be replaced by monetary damages alone. As such, we shall be entitled to injunctive or other equitable relief (without the obligations of posting any bond or surety or proof of damages) in the event of any breach or anticipatory breach by you.

22. Governing Law and Jurisdiction This Agreement is governed by, and construed in accordance with, the laws of Malaysia. The courts of Malaysia are to have exclusive jurisdiction to settle any disputes which may arise out of or in connection with this Agreement.

23. Entire Agreement This Agreement, our Terms of Business and our Privacy Policy constitute the entire agreement between you and MISHU with respect to the Platform and supersede all prior or contemporaneous understanding and agreements, whether written or oral, with respect to the Platform. This Agreement creates no third-party beneficiary rights.

24. Electronic Communication 24.1.

For contractual purposes, you consent:

24.1.1. to receiving communications from us in an electronic form via the last email address you have submitted to us; and

24.1.2. that any terms and conditions, agreements, policies, notices, disclosures and other communications that we provide to you electronically satisfy any legal requirement that such communications would satisfy if they were in writing.

24.2. Notice will be deemed given twenty (24) hours after:

24.2.1. the e-mail is sent to the last email address that you have provided to us; or

24.2.2. the notice is posted on the Platform.

25. Copyright and Trademark

InformationCopyright © 2020 MISHU. All trademarks, logos and service marks (“Marks”) displayed on the Platform are our property or the property of other third parties. You are not permitted to use these Marks without our prior written consent or the consent of such third-party which may own the Marks.

26. How To Contact Us With Questions?

26.1. We welcome your feedback, suggestions and questions (“Feedback”). If you wish to contact

us, or if this Agreement requires you to give notice to us in writing, please send an email to .

26.2. If you provide us with any Feedback, you hereby assign to us all rights in such Feedback and agree that we shall have the right to use and fully exploit such Feedback and related information in any manner we deem appropriate. We will treat any Feedback you provide to us as non-confidential and non-proprietary. You agree that you will not submit to us any information or ideas that you consider to be confidential or proprietary.

E-MAIL: yPHONE:

+6011-12037291ADDRESS: Bukit Jalil Office A-3-3,
Aurora Place, Plaza Bukit Jalil, No.1, Persiaran
Jalil 1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL
Gateway, No.2, Jalan Kerinchi, 59200 Kuala Lumpur
Employment Pass
Corporate Insurance
Government
Grants & Incentives
Corporate Training
HR
Consulting
Employees Performance Reward
Business Terms
Privacy Policy
Terms of Use
Refund
Policy

Anti-Bribery & Corruption Policy | Anti-Money
Laundering Policy | Client Service Charter | Anti-

Sexual Harassment Policy | Anti-IP Theft Policy

MISHU Group of Companies MISHU SDN BHD

(202001002122 (1358441-X)) MISHU CA SDN BHD

(202101003460 (1403758--P)) MISHU CONSULTING SDN

BHD (202101025051 (1425351--U)) MISHU HR &

TRAINING SDN BHD (202301013282 (1507204-T)) MISHU

CORPORATE SERVICES SDN BHD (202101025050

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后

天内发送电子邮件至

, 我们将提供全额退款 – 无条件退款。但是请注意, 此保证仅适用于 New Sdn Bhd 和 New LLP 注册服务, 并且作为注册过程的一部分已支付给 SSM 或其他政府机构的任何费用均不可退还。绝对没有风险! 接受我们的承诺并试用我们。

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund – no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There' s absolutely no risk! Take our commitment and try us out.

Effortlessly manage your business with MISHU's expertise, guidance and business tools.

We can help with everything from incorporation to accounting, HR consulting, business licensing, employment pass and more.

Our suite of digital business tools allows us to deliver results quickly and efficiently.

All our advisors have industry standard qualifications and many of them are licensed and qualified to provide professional and high standard services to you.

No hidden costs, 100% refundable (for selected services), and priced reasonably for businesses of all sizes.

We are not in the business of showing off. We explain things clearly in the language that you will understand, as plain as possible.

New Sdn Bhd New LLP New Labuan Company SSM Enterprise Switch To Us
Company Secretary Open Corporate Bank Account

Accounting & Bookkeeping Tax Compliance & Advisory Business Licences
HR Management Software Invoicing Software Trademark Protection Website
Building

Employment Pass Corporate Insurance Government Grants & Incentives HR
Consulting Employees Performance Reward System

Silky smooth! Excellent and efficient services provided by Ms.

Rochelle and Ms. Shi Yun of MISHU from start to incorporation of my new company. Many thanks for the wholesome advisory and step by step

guide accorded with reasonable pricing. Totally recommended. Happy customer.

Excellent customer service. Stephanie was very friendly, patient and helpful in helping us find what we were looking for.

Excellent service!! Been with MISHU for 1 year and so far the service has been really good. They are quick to respond to your queries and have always prepared all the required documentations on time.

Definitely recommend!

MISHU offers end-to-end business consultancy services and we are a leading player in the Malaysian digital company secretary circle.

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We offer a mix of delivery options, and help businesses adopt new practices that improve process efficiency.

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Absolutely. Clients may terminate at any time and receive a 100% pro-rated refund, subject to our terms and conditions. Only applicable for selected services.

Absolutely. Clients may terminate at any time and receive a 100% pro-rated refund, subject to our terms and conditions. Only applicable for selected services.

MISHU will only charge you for the services you select and purchase.

The figure we quote you is the figure we charge you!

MISHU will only charge you for the services you select and purchase.

The figure we quote you is the figure we charge you!

We can help you incorporate a company in 3-5 business days, though it cannot yet operate until the appropriate business licenses are obtained, which can take up to a month depending on the nature of the business.

We can help you incorporate a company in 3-5 business days, though it cannot yet operate until the appropriate business licenses are obtained, which can take up to a month depending on the nature of the business.

Of course! Our business license team has a wealth of experience securing a variety of licences from various regulatory bodies, and are ready to assist you.

Of course! Our business license team has a wealth of experience securing a variety of licences from various regulatory bodies, and are ready to assist you.

It depends on the nature of your business, though in most cases a Sdn Bhd is the best and most popular choice. Get in touch for an answer specific to your case.

It depends on the nature of your business, though in most cases a Sdn Bhd is the best and most popular choice. Get in touch for an answer specific to your case.

If you can afford the higher setup and maintenance costs, we would always recommend a Sdn Bhd for the massive advantage it offers in terms of limited liability, ease of growing and securing funding. In some cases, setting up an Enterprise may not be a viable option. Get in touch for an answer specific to your case.

If you can afford the higher setup and maintenance costs, we would

always recommend a Sdn Bhd for the massive advantage it offers in terms of limited liability, ease of growing and securing funding. In some cases, setting up an Enterprise may not be a viable option. Get in touch for an answer specific to your case.

Yes, we are qualified to prepare company constitutions, shareholders? agreements, board resolutions, and any standard document needed.

Yes, we are qualified to prepare company constitutions, shareholders? agreements, board resolutions, and any standard document needed.

Yes, we are experienced not only in tax returns submission, but can also advise business owners on strategies to legally reduce the amount of tax owed.

Yes, we are experienced not only in tax returns submission, but can also advise business owners on strategies to legally reduce the amount of tax owed.

Yes, we are experienced in the requirements and processes involved in securing work visas for professional expatriates.

Yes, we are experienced in the requirements and processes involved in securing work visas for professional expatriates.

Certainly, and to add to that, we can also help owners both local and foreign set up a company in Labuan, one of the premier tax havens in the world.

Certainly, and to add to that, we can also help owners both local and foreign set up a company in Labuan, one of the premier tax havens in the world.

Contact us via or call +6011-12037291

E-MAIL: yPHONE: +6011-12037291ADDRESS: Bukit Jalil

Office A-3-3, Aurora Place, Plaza Bukit Jalil, No.1, Persiaran Jalil

1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan

Kerinci, 59200 Kuala Lumpur

Employment Pass Corporate Insurance Government Grants &

Incentives Corporate Training HR Consulting Employees Performance Reward

Business Terms Privacy Policy Terms of Use Refund Policy

Anti-Bribery & Corruption Policy | Anti-Money Laundering Policy

| Client Service Charter | Anti-Sexual Harassment Policy | Anti-IP

Theft Policy

MISHU Group of Companies MISHU SDN BHD (202001002122 (1358441-X)) MISHU

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Compared to differentiating between an LLP and Sdn Bhd, differences between an LLP and Traditional Partnership are not as immediately clear, making it harder to choose between these two business entities. However, there are still key differences between the two structures that make them ideal for different businesses, which is why this post provides a comprehensive guide to the differences between a Conventional Partnership and LLP.

Let's begin.

Enterprises and Sdn Bhd are near polar opposites in terms of financial, administrative, and tax demands, as illustrated by the table below.

In summary:

Let's take a closer look at the key differences.

All Llp are required to appoint a Compliance Officer, who is tasked with ensuring the LLP adheres to all relevant laws and regulations set by SSM. The Compliance officer may be:

One of the main duties of the Compliance Officer is ensuring the LLP lodges its Annual Declaration on time.

An Annual Declaration contains key business details and partners' signatures, and every LLP must lodge one within 90 days from the end of the financial year, with the first Annual Declaration lodged no later than 18 months from their registration date.

Meanwhile, a Conventional Partnership partners only need to visit SSM's online portal to renew their business registration before the registration expiry date and up to 12 months past the registration expiration.

An LLP is recognised as a separate legal entity, while Conventional Partnerships and partners are treated as a single entity.

Partners of an LLP therefore enjoy limited liability, which means their personal assets are separate from the LLP and therefore protected from business debts. As a partner, you are only at risk of losing as much as you have invested into the business.

Meanwhile, partners of a Conventional Partnership are subject to unlimited liability where partner's personal assets can be seized to settle business debts.

We hope this section demonstrates just how much tax savings LLPs enjoy from corporate income tax rates at higher annual revenue levels.

LLPs are subject to corporate income tax rates, which are as follows:

Conventional Partnership income is treated as partner's personal income, and is subject to the following tax rates:

For a more in depth guide, check out our sole proprietor's guide to income tax.

Beyond RM70,000 in annual profit, the tax benefits of an LLP structure begin to outweigh upkeep costs as it remains at 15% up to RM150,000, while a Conventional Partnership with the same earning is well into the 25% personal income tax bracket.

Assuming both an LLP and Conventional Partnership earned RM150,000 in YA 2023:

That's some significant tax savings, and as revenue increases, the difference only becomes more extreme.

With a slightly higher barrier to entry but more protection, an LLP is superior if you prioritise the following benefits:

In practice, this means businesses with a healthy amount of risk and high revenue, which is why an LLP is a popular choice for professional partnerships in the legal and financial sectors.

If that sounds like what you need, register your new LLP today.

Easy to set up and maintain but with less partner protection in return, a Conventional Partnership is suitable if you prioritise:

In practice, this means businesses with a low amount of risk and modest revenue, which is why an LLP is a popular choice for partnerships outside professional sectors.

Bear in mind that you must accept that your personal assets are at risk of being seized should the partnership ever need to pay off debts.

If that sounds like what you need, register your Conventional Partnership today.

You may also be interested in our other guides comparing business entities:

Regardless of business structure, you'll still need a great business consultant who understands Malaysian SME pain points! The MISHU team is here to help you start, build, and grow your business into its full potential.

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According to statistics from the Malaysian Companies Commission (SSM), as of December 2023, there are 4,996 foreign companies registered and operating in Malaysia, a number set to grow as the country remains a top spot for conducting business in the Asia Pacific region.

In fact, the MISHU team is proud to say we helped some of those 4,996 companies!

Given the international spotlight on Malaysia as a business spot, we thought it would be useful to compile our answers to the twelve most frequent questions we get from foreign prospects on registering a company in Malaysia.

Let's begin!

Assuming you're not just a foreigner but also a non-resident (meaning not a Malaysian taxpayer), you have four options for business entities: a Private Limited Company (Sdn Bhd), Limited Liability Partnership (LLP), branch office, and representative office,

When foreigners speak of setting up a company, this is the business entity most have in mind.

A Private Limited Company, known in Malaysia as a Sendirian Berhad (Sdn Bhd), is recognised as a separate legal entity whose ownership is based on shareholding. Here are some key details:

For the purposes of answering this question, a Limited Liability Partnership can be thought of as a watered down version of a Sdn Bhd.

Here are the key details:

Deciding between a Sdn Bhd or LLP ultimately hinges on the growth you want for your business. If you have big plans, a Sdn Bhd is the better option.

A Representative Office is what established foreign organisation set up in Malaysia to gather essential data on investment prospects within the country, particularly within manufacturing and services.

Its primary objectives include:

However, it is important to note that representative offices cannot engage in revenue-generating operations within Malaysia, including trading, leasing of property, or charging for signing documents on behalf of the parent organisation.

For a more in depth look into Representative Offices, check out the official guidelines by the Malaysian Investment Development Authority, which regulates their operations.

Malaysia defines a branch office as an extension (or perhaps ?clone? would be more accurate) of a foreign organisation that operates within her borders.

Branch offices must conduct business activities similar to their parent companies, offering similar services or products to Malaysian consumers. Crucially, the parent organisation is fully liable for any debts of its branch office in Malaysia.

While creating a subsidiary (in the form of a Sdn Bhd) offers more autonomy, a branch office is much simpler to set up.

Well, yes and no.

It's technically possible to register your own company online, but in practice, navigating the process and personnel from Malaysian authorities from the other side of the world is ?hard, to put it mildly.

Consultants like MISHU make a living helping foreigners register their

businesses in Malaysia, and we'd encourage you to engage a reliable service provider to enjoy the benefits of online company registration without its accompanying frustrations!

No to prohibited industries, but yes to restricted industries.

While no Malaysian sector outright bars any foreign participation, certain industries require at least 50% local ownership, including:

To our knowledge, there is no official list from the Malaysian government and it would be practically impossible for us to prepare an exhaustive list, so get in touch with us to find out if your business idea is subject to equity conditions.

This is a slightly odd question, but one we frequently get asked, so we'll include it verbatim!

We say it's an odd question as SSM is the acronym for the Companies Commission of Malaysia, the governing body that regulates the operations of all businesses in Malaysia.

So forgive us for being pedantic, since one doesn't exactly apply for SSM ? but the answer is yes.

With the exception of Representative Offices, every other business entity in Malaysia must be registered through official SSM channels and will be entered into their records, including foreign-owned companies.

Yes, Sdn Bhd and Llp can be fully owned by foreigners, with the exception of the aforementioned restricted and prohibited sectors.

However, public listed Berhad companies are generally subject to the Bumiputera Equity Requirement where 12.5% of the enlarged number of issued shares must be allocated to Bumiputera investors.

The table below shows the breakdown of registration fees for the registration of a foreign Sdn Bhd.

The registration fees for a foreign owned Limited Liability Partnership is RM500, the same rate for locally owned LLPs.

NOTE: These are business registration costs by the Malaysian government and do not account for third party professional services that will likely need to be engaged.

Yes, a foreigner can be both sole director and sole shareholder of a Sdn Bhd in Malaysia.

If you have more questions about company directorship as a foreigner, check out our guide to company Directors in Malaysia.

Foreign companies are given the same 24% corporate tax rate as local companies.

A Berhad (Bhd) is a Public Limited Company while a Sendirian Berhad (Sdn Bhd) is a Private Limited Company. The defining difference is that a Berhad company's shares are listed on stock exchanges and publicly traded, while a Sdn Bhd's shares are privately traded.

Here are some other key differences:

Basically, unless you are setting up a company worth hundreds of millions, a Sdn Bhd is good enough!

We wish we could give you a definitive answer, but the best we can offer is a range ? expect the business registration itself to take about 3 ? 5 business days.

However, registration is just the beginning and other crucial steps must be taken before you can begin operating, namely applying for business licenses and opening a business bank account ? and this is

assuming you've already found your business premises!

All in all, expect it to take anywhere from 30 ? 60 working days if all goes well.

We've condensed the following four-step list from official SSM guidelines.

Remember how Sam and Frodo took forever and almost died on the way to Mordor?

Then at the end those giant birds just swooped down and flew them to safety in five minutes?

Well, in this case, SSM is Mordor and you're Frodo.

We're obviously speaking from a position of vested interest, but a reliable Malaysian business consultant is that giant bird sent down from heaven to save you from a world of trouble.

We're not even saying you have to engage us, but you know, since you're already here, you might as well!

MISHU's team of licensed Company Secretaries, business license experts, and Employment Pass consultants regularly assists foreigners from all parts of the world open new businesses in Malaysia. Get in touch ? we'd love to help with yours!

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In Q1 2023 alone, The Malaysian Department of Insolvency recorded 1,392 new bankruptcy cases across Malaysia. (in fact, the entire document is quite a fascinating, if terrifying, look at Malaysian bankruptcy statistics)

Of those, 57 cases concerned individuals below 30 years old!

Difficult as bankruptcy is to overcome, it becomes a truly monumental challenge when faced by individuals so early in life ? at a time when their peers are building a foundation of financial security, these young people are burdened with crushing debt.

And though bankruptcy is always the result of mistakes, what a bitter pill to swallow when said mistake is trusting someone you loved.

That is precisely what happened to the subject of our post.

Mufliis Bankrupt di Malaysia is a 54,000 strong Facebook group with the goal of helping Malaysian bankrupts climb out of bankruptcy. Recently, a Malaysian man recounted how he had allowed his father to register a company under his name when he was just 18.

The business was ultimately unsuccessful and closed down six years later, leaving the man with a RM100,000 debt to clear at the age of 23.

How many 23 year olds do you know have RM100,000 lying around?

The man had to declare personal bankruptcy, and now 33, lamented his inability to secure a house loan or travel overseas for the past decade.

We hope none of our readers will ever need to learn what this means, but here goes.

Bankruptcy is a process where a individual is declared a bankrupt

following an Adjudication Order made by the High Court against the individual if they are unable to pay a debt of at least RM100,000.

(note: according to the recent Ekonomi Madani tabling, this figure may be raised to RM200,000 starting 2024)

It is considered a last resort because while it does relieve the debtor of their liability to the party owed, it comes with significant penalties that affect quality of life, namely:

For a deeper dive, check out the government's official description.

Point is, you don't want any part of bankruptcy!

It's always better to learn from the mistakes of others rather than our own ? and we see two crucial lessons from this unfortunate event.

Blood is thicker than water, but things can get murky when you combine family with business.

Keeping these two aspects of your life separate is a preventive approach. Trusting family is human nature but remember, in the realm of business, you aren't supposed to trust anyone to that extent.

Whenever possible, it's better to keep professional relationships strictly professional and separate from personal ones.

It protects both your personal relationships and finances by allowing decisions to be made with your head rather than your heart!

As young people begin to take their first forays into the world of entrepreneurship, having a partner to share the ups and downs can make the journey less daunting.

However, sometimes your partner IS the reason why the journey is so daunting!

Throughout our years as consultants, we've encountered numerous cases

where family members or close friends went into business without a contract, choosing to rely on trust.

Conflict took ages to resolve as the lack of rules to enforce behaviour meant both parties would give way to their emotions.

Remember, contracts in business aren't just formalities. They serve as a legally binding document outlining roles and responsibilities.

Without one, disputes, and exploitation can creep in ? it's why we're strong advocates of Shareholders' Agreements when incorporating a Sdn Bhd.

For example, you might want to clearly set out responsibilities for business debts, as we noticed that 294 of the 1,392 bankruptcy cases in 2023 were due to business loans!

So dear young people, if you're going to start a business, get a professionally drafted contract!

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According to The Department Of Labour's official list, as of writing there are 1156 registered private employment agencies across Peninsular Malaysia, with 751 of them based in the Klang Valley alone!

These numbers suggest the private employment agency sector is a lucrative market ready to accommodate new entrants.

This article provides a complete guide for entrepreneurs who wish to open a private employment agency of their own (and a pitch at the end to let MISHU handle it for you!).

Here's how we'll break it down:

P.S. Most of the information below has been condensed from the Private Employment Agencies Act 1981, so if you want more details, here's your extra credit reading assignment!

Otherwise, let's start!

We'll break this down into three sections: company, director, and capital requirements.

You will need to first incorporate a company that meets the conditions set by the Department of Labour:

Regarding the last point, guidelines for a 'suitable premise' are as follows:

Because employment agencies deal with human capital, the Department of Labour has specific requirements for their directors:

We can't imagine anyone engaging in human trafficking would submit an application to the Labour Department, but you can never be too careful.

Depending on specific business activities, private employment agencies are registered under three categories of licenses with different

capital requirements:

The money guarantee is used to continuously ensure an agency fulfils its responsibilities and complies with all requirements. If the money is used, the agency must top it up so it always meets the minimum money guarantee amount.

Great question ? take a look at the descriptions below to see which fits your use case.

Regardless of which license you require, the setup process is the same, which brings us to our next section.

While there may be slight variances, consider the following steps, respective timelines, and the documents/fees required.

For a full list of the various processes involved in running an employment agency, check out the Labour Department's official document list.

Yes and no.

Keep in mind that this is a guide to opening a private employment agency in Malaysia, and in that regard, yes, you know everything you need to start.

However, successfully running and growing your employment agency is another matter and involves a great deal of statutory knowledge above the usual statutory requirements of less regulated industries.

In that sense, no, you probably don't know everything you need to know.

We're big believers in just-in-time learning, but perhaps this is something you should plan for before starting your agency to ensure smooth long-term growth.

MISHU has assisted multiple parties incorporate their private employment agencies in Malaysia. Our team is ready to answer any questions on and assist with registration, business license application, and statutory compliance. Get in touch!

Hi, we are looking to open an employment agency in Malaysia. Could you please provide a quote? Thank you.

Hi Joel,

Thanks for getting in touch. Your request has been sent to our client servicing team who will be getting in touch with you soon!

Sincerely, The MISHU Editorial team

Well-researched and informative post. Thanks for sharing!

Hi Mark,

Thank you for the kinds words. That's what we're here for.

Let us know if you'd like our team to get in touch about helping you set up a full-fledged agency ?

Sincerely, The MISHU Editorial Team

We are an employment agency in Singapore and would like open one in Malaysia.

Please provide us with a quotation.

Thank you.

Hi Shymala,

Thanks for getting in touch.

Our Client Servicing team will be getting in touch with you asap!

All the best with opening your Malaysian branch.

Best regards, The MISHU Editorial Team

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If you'd ever thought about starting a company or is already running a business, you would probably know that a secretary is a requirement for every company as stated in the Companies Act 2016. For some companies, hiring an individual for the sole purpose of solving secretarial matters might be costly, so secretary firms became a trend within these few years.

As competition is fierce in the Secretarial industry, you might be wondering, why choose MISHU instead of other competitors? While I would love to take hours to persuade you with our business model, it would be much easier if I told you how our operation methods save your time, environment and keep you safe.

The world as we all know has shifted towards digital business and we are embracing the change with open arms. Our clients can basically work with us 100% online without needing to travel or pay any courier fees as we implement digitally compliant electronic signatures for clients to sign their resolutions or letters as these signatures are legally binding.

As we all may know, we live in an era of a pandemic where the only safe place is home, never meeting us (except for the occasion that you'd like to e-meet us through online video calls) not only helps us save time and cost for a company, it also enables our clients to work with us without any risk of physical contact. Clients can also rest easy knowing that our online file storage portal and transaction system can be accessed literary anywhere around the world to enable stress-free but secure access to your e-documents whenever you need to configure them.

Working with us also means you're playing your part in keeping the environment clean as we do our best to not print any single piece of hard copy document unless it is necessary to do so. This too is one of our top priorities when conducting daily operations as we do not want to create any waste, unlike our competitors. So, rest assured, we will not charge clients any printing, stationery, courier fees or telephone payment.

When you hear the phrase "MISHU", what comes to your mind? To clients that do not speak the language, it might have different meanings, but for us, both phrases are directly translated as "Secretary" in mandarin language. That's right, we're a secretary firm and we're proud to present ourselves as a one-stop digital company secretary in Malaysia. Or maybe are you currently facing problems with your currently appointed secretary company? You also can switch to us, why not give MISHU a try and let us solve your problems? Give us a buzz for more info!

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Imagine driving back home or through a busy street. Take a quick peek at your surroundings, and I guarantee that you'll see different types of advertisements that range from banners, billboards, car stickers or even mobile LED trucks. As we all may know, we live in an era where advertisements play a major role in our lives. Of all the advertising tools, a business signboard plays one of the most important factors in a successful business. In fact, some local councils such as Majlis Perbandaran in each district even require business premises under their government to have a legitimate signboard to operate a business. So how many different signboards are there and what do they look like?

A conventional signboard, also known as a simple 2D sheet signboard remains one of the most widely seen signboards for a business. These signboards are the most frequently seen signboards everywhere as they are easily displayed or mounted anywhere as long there is sufficient space. As we are surrounded by different advertisements, these conventional signboards might not stand out as much compared to other types of signboards as they are commonly seen everywhere.

LED signboards are basically small, flat panel display that utilizes LED lights to transfer the name or message to the public. As they are bright and mostly waterproof, these LED signs are mainly placed outside of a store and are highly effective at night. As small businesses might not have the budget to purchase high end colourful LED signboards, a basic LED signboard will be their go-to. These basic LED signboards are generally single coloured with a black background, making them unappealing even compared to conventional

signboards. .

Neon signboards are signboards that use neon lights to give the signboard a nostalgic and retro effect. Although neon signboards are considered a stunning piece of art, the failure rate of these neon lights is rather high compared to LED signboards. Neon signboards also need higher electricity compared to LED signboards to continue projecting the lights, so it is without a doubt that Neon signboards might play a huge portion in your monthly electricity bill.

A 3D signboards are basically explained as 'three-dimensional' signboards, where a flat signboard is added with another element of depth in both height and width. It is without a doubt that 3D signboards are a rising trend in the recent few years as they are easily one of the eye-catching signboards. 3D signboards are also favourable as they work well with lighting. Regardless of the projection of natural or interior light, a 3D letter or 3D picture will provide a slight shadow creating a natural emphasis on the name or logo of a business.

Clear Perspex signboards are mostly seen inside buildings where multiple companies have rented a single floor or a single unit as their base of operations. Clear Perspex signboards are signboards that are transparent glass or plastic with the business's name printed on them. As these types of signboards are more often seen within buildings it will be challenging to compare them to other types of signboards. Still, these signboards are effective to let customers know that they are at the right place or floor.

Have a clear picture or vision in your head of how your creative signboard will be but is unsure how to express it? Why not come look for us as we can help you out with the steps to apply for a business signboard license? Yes, you'll need a license to display a signboard on your premise! Look us up on for more info!

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National recruitment agency Randstad Malaysia recently released their 2023 Workmonitor survey which was carried out in October 2022 with a total of 750 respondents aged between 18 and 67 years old. The results highlight a growing concern about job security as almost three out of five respondents said they would not accept a job offer without a formal employment contract.

A full breakdown of the survey can be found on Randstad's website, but employers pressed for time can find key findings listed below:

While this isn't good news per se, it is an opportunity for businesses and leaders to be seen as stable, fair, and above all, empathetic to problems faced by staff. As ever, employees want to feel heard and fairly compensated for their efforts.

Businesses that demonstrate their value will not only attract top talent but retain them and keep them highly motivated. With that in mind, here are three strategies employers can consider implementing: Since employers want high-performers and high-performers want to be fairly paid, the best way to create a win-win situation is by implementing an employee reward management system.

These are apps that allow leaders and managers to define, incentivise, measure and reward team members who demonstrate exceptional performance in their job roles. The rewards themselves can range from perks such as additional off-days all the way to cash bonuses.

Additionally, they can be awarded on an individual basis or as a team to encourage collaboration.

We at MISHU use an app called Vimigo, and we like it so much we decided to partner with them! Check out what they have to offer and

let us know if you'd like a free demo.

To employers out there, here's a serious question: so long as your employees deliver satisfactory work on time, does it really matter where they do it from?

Offering flexible work options like telecommuting, flextime, or fully remote working to team members who have earned the right to do so can be a great way to attract top talent who are already accountable and understand their job scope.

So highly prized is the ability to work from home that it could even compete with higher pay as the deciding factor.

A lateral move involves moving an employee from one position to another with the same level of authority and pay but new job responsibilities. For example, letting your Head of Business Development have a go at Leading the Finance Department for a change.

The lack of a pay raise makes this situational, but for team members who are truly dedicated to self-development and crave new challenges, lateral moves give them opportunities to learn and expand their skillset as well as gain a truly invaluable bird's eye view of the company structure and business model.

If we're being honest, none of this is particularly surprising since these surveys are designed to push a narrative that sells, and nothing sells quite like fear. However, the challenge of attracting, retaining and motivating talents is certainly not fabricated out of thin air.

Recent years have seen mass layoffs and resignations as people rethink the way work can be done.

If you are an empathetic employers, the takeaway is nothing special:

Pay your people fairly, make sure they understand their job and have the necessary resources, then get out of their way!

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So, what is the 2023 LinkedIn Learning Workplace Report?

Based on a global survey of 1,579 professionals in the HR and L&D space and 722 learners, the report aims to identify in-demand skills and best L&D practices in 2023 for decision makers who see value in Learning and Development to remain competitive.

Participants hailed from multiple countries including those in Asia Pacific. Malaysia and her immediate neighbours Indonesia, Singapore, and Thailand were all surveyed, making this report relevant to any business owner in Malaysia hiring locally or regionally.

The full report can be found [here](#), but for your convenience, we've distilled it into five of the most important takeaways.

Ok, boring explanation over, let's get to the findings!

When asked what skills were most needed across business, finance, accounting, engineering, IT, marketing, project management, and sales, the most common top answer was management, ranking top in business, finance, accounting, IT, and project management, second place in marketing and sales, and was the only soft skill in the list of desirable engineering skills.

To employers wondering what skills are required for training and development, this suggests great benefit from developing managerial skills in employees who can then add value across company functions.

But dirty in a clean way!

Compared to last year, the percentage of C-suite executives working closely with L&D professionals has increased. This year, 44% of L&D professionals reported working closely with the organisation's Chief Human Resources Officer and 50% reported working with other executive

leaders, an increase from last year's 39% and 43% respectively.

This increase is unsurprising given the top priority of L&D is to closely align learning programs to business goals, and that cannot be achieved without input from senior leadership.

The report introduced three stages of progress with regards to Learning & Development programs:

Based on respondent feedback, only 2% of companies were at the late stage of evaluating programs. Meanwhile, just over half (54%) were still in the midst of implementation, while a staggering 40% were still in the early stages of planning!

And the middle-aged want to sleep?

Interestingly, those above 50 were the biggest percentage who cited challenging and impactful work as their top factor. Meanwhile, the demographic that fell between the ages of 25 ? 49 years old reported work-life balance as their number one concern.

These findings suggest companies could benefit from increasing the upper age limit when hiring for positions that require high levels of agency and accountability.

In our humble opinion, this is the biggest takeaway for the average business owner in Malaysia.

The report found that employees who received an internal cross-functional move were 75% more likely to stay with the company. This is especially true of younger employees between 18 ? 34, where 35% of them cited opportunities for internal career growth as a key consideration.

However, despite the value of internal movement and companies listing

employee retention as a priority, most employees reported not receiving the support necessary for such a change. Only 15% of employees said their organisation encouraged them to move to a new role and only 26% said their organisation challenged them to learn a new skill within the past six months.

Oh business owners, what are you doing?

If you'd like to explore how to boost talent retention and meaningful employee upskilling, our team is eager to help align your learning and development programs with business goals.

Whether it's developing managerial, leadership, or personal competencies, MISHU offers an array of training and development programs that can be customised to suit your organisation's needs.

Check out our programs and get in touch!

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Ever considered poor leadership skills among your managers could be a limiting factor holding the company back?

After all, it's one thing for a department to achieve targets.

But it's another to see how individual members respond to shared successes and failures.

If you've noticed employees demonstrating zero emotional investment in the team's performance (especially as long as they're not personally at fault), it's possible the team is suffering at the hands of a manager who lacks leadership skills.

Said manager may not even realise their impact. Often, managers themselves are not given the right training to develop into leaders due to a very common oversight.

It's sometimes thought managers and leaders are two distinct roles with different qualities ? not quite!

To be a successful manager in the long run, leadership skills are non-negotiable.

Managers must be able to create a team environment that fosters transparency, empathy, and a shared desire to head towards goals and targets. That right there is what great leaders do, so in practice there's no real difference between the two roles.

Unfortunately, due to individual or environmental constraints, not every manager naturally develops the right leadership skills.

Companies also don't always recognise the need for leadership training and development for their managers. This absolutely leaves potential growth untapped.

Let's get one thing clear: even a manager with zero leadership skills

can still get things done.

On the surface, deliverables are always on time and clients are happy.

The question is at what cost, and the answer is at the expense of high performing team members.

Key outcomes include:

Environments where results are constantly prioritised over employee wellbeing are self-limiting in the long run. Without employee wellbeing, there can be no results. Unless the manager is careful, this can also increase the risk of violating employee rights such as mandatory leave and overtime.

Not very nice, is it?

Let's see what happens when that manager is given proper leadership training and development.

That same manager equipped with leadership skills still gets things done.

However, the thoughts, ideas and circumstances of their team members are a major consideration.

This manager not only knows how to be compassionate, but how to be seen as compassionate so that bitter pills (working on holidays, cutting leave short, no promotion this year) are easier to swallow and genuine praise carries more weight.

To be clear, they are not friends with their team members, nor do they need to believe that.

Instead, the team is?an actual team!

Healthy disagreements are encouraged, communication does not need sugar-coating, and there is mutual trust that everyone is doing their

best (because they are).

The cumulative effect is the exact opposite of the previous situation:

Doesn't that sound better?

To produce managers with the leadership skills to support a team, those managers must first feel supported by the organisation. Left to their own devices, people tend to fall back on instinct and their subconscious biases.

This will inevitably lead to very different leadership styles across the management team with no rhyme or reason. You may notice staff members constantly requesting a transfer to or from certain managers, which in turn leads to uncomfortable power dynamics.

An intentional and needs-based training program to develop leadership skills among managers ensures that the entire management team develops the needed competencies. They should all be equally capable.

MISHU understands the importance of developing people at every level of an organisation. This means providing training programs to identify gaps, address needs, set measurable success metrics and reduce employee turnover rates. If you too place a high importance on growing your people, our experts are ready to help craft the perfect training and development program for your company.

And yes, we're HRDF-certified!

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In one of the largest and longest studies of its kind, ongoing research from Stanford and MIT revealed nuanced differences in how generative AI can help different types of workers and the kinds of functions it assists with.

For context, the study involved over 5,000 customer support agents at a Fortune 500 enterprise handling software support for SMEs in the United States. These agents were primarily based in the Philippines and researchers tracked their performance over the course of a year. Additionally, the AI model used was a recent version of GPT that had been fine tuned for customer service applications.

Here are the three main takeaways from the study:

When controlling for factors such as experience level and geographic location, the researchers still found a 14% increase in the number of calls handled per hour across the 5,000 workers. Workers also experienced a substantial increase in productivity in the first month of deployment, which increases slightly in the second month and thereafter remains stable until the end of the 12-month sample.

The researchers separated the call agents into different categories based on their performance level in the quarter prior to the adoption of the AI system.

It was found that the lowest performing workers had the biggest increase in productivity at 35% more chats handled per hour.

Similarly, newer workers who had only been with the firm for less than a month experienced a bigger jump in productivity compared to their colleagues who had been with the company for longer.

Finally, when comparing progress between new hires who used and did

not use AI, the former were able to go from 2 calls per hour to 3 calls per hour within five months, while the latter took 8 to 10 months to go from 2 calls per hour to 2.5 calls per hour.

While top performing agents using AI experienced smaller increases in number of calls handled per hour, they also had relatively greater reduced rates in customer satisfaction and resolution, which caused the researchers to suggest that the use of AI was a potential distraction for workers already doing their jobs effectively.

While we highly encourage you to read the study for full details, for those pressed for time, it would seem that use of AI in the workplace has the greatest potential for accelerating the onboarding of new hires and upskilling of low-performing workers.

In particular, the AI being used is known as a Large Language Model, which has been trained on a large corpus of language and can understand and produce grammatical and meaningful sentences. As the company in question exclusively served clients based in the US, It would not be unreasonable to assume that this was helpful for the agents with poor English proficiency. Considering Malaysia is ranked below the Philippines in global English proficiency level, this type of AI could be used to streamline communications in Malaysian workplaces.

Finally, it would seem that AI is still no replacement for high performing workers, and may even compromise their output. Application of AI in the workplace should therefore be situational rather than as a one-size-fits-all.

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HR templates are the last thing on your mind when you start a company and play every role from director to janitor.

Even as you build a small team, you may prefer to write documents ad hoc, since each role can involve different expectations, and some people are just better at negotiating salaries!

However, if you intend to truly grow and scale, you will have to relegate the task of people management to a dedicated HR personnel or team. The tradeoff is that you lose visibility over daily internal communications.

With proper resources, losing visibility doesn't mean losing control. That's where HR letter templates become essential.

On that note, here are eight key HR letter templates to enforce consistent communications across your company regardless of who's doing the writing.

A letter of appointment is an official communication indicating an individual's selection for a specific position within the company. It provides key information about the role, including responsibilities and expectations.

A confirmation letter is issued to an employee after they have successfully completed their probation period. This letter formally confirms their continued employment in your organisation and permission to adorn their desk with various holiday trinkets, post-it notes, and cat pictures.

Your long-term staff and star performers will not likely stay in the same position for long ? they'll get promoted after completing their probationary period. A promotion letter confirms this movement to a

higher position in the company and covers relevant details about the new role.

This letter is issued when there is a revision of any benefits. Common ones include details about insurance and retirement, while some companies even offer sponsored education and profit sharing schemes as part of a work package.

For various reasons, employees sometimes make lateral movements within an organisation ? also known as a redesignation. This can come from a desire for personal growth, a need for manpower, or just for the heck of it!

A redesignation letter is used when an employee's role changes within the organisation. Unlike a promotion, a redesignation might not involve an increase in rank or pay, but rather a shift in responsibilities or functions.

In cases of misconduct or underperformance, a warning letter ensures the employee understands they must take remedial steps to meet expectations if they wish to remain with the company. It is both compassionate and stern, giving staff ample opportunity to change while leaving no doubt about consequences of non-improvement.

Note: Avoid a vindictive or accusatory tone, as the purpose is to encourage change, not punish.

When employees chronically underperform, you can't just strap them to a catapult and launch them into a brick wall. After all, where would you even find a catapult nowadays?

So long as they are willing to put in the effort, underperformers should be put on a Performance Improvement Plan (PIP), where they are given a clear roadmap of areas needing improvement with specific, achievable goals, all encapsulated in a neat PIP letter from HR!

The termination letter, sometimes known as the 'pink slip' or the 'oh my God I can't believe this is happening' letter, is a vital document that must be tactfully written to maintain your organisation's professional integrity while ensuring the employee understands the basis for their termination.

We get it ? SMEs want to operate as lean as possible, and so to answer the question simply: yes.

However, we need to point out the larger picture of understanding and awareness of HR processes.

The four quadrants below describe where people and organisations lie on the spectrum of awareness and understanding of all knowledge.

Anyone who has lived long enough will understand that not all unknowns are equal ? there are areas we are unaware we know nothing about ? aka unknown unknowns.

Preparing HR templates requires a firm understanding of HR processes, Malaysian labour law, industry best practices, and above all, the ability to articulate these clearly.

If you are confident you have this understanding or how to obtain it (quadrants 1, 2, and 3), all is well.

However, if you are concerned about gaps you simply have no way of identifying (quadrant 4), a HR professional ensures nothing gets overlooked.

In addition to labour law compliance, HR letters benefit from writing that removes ambiguity and aligns all stakeholders. For that reason, we strongly urge company decision makers to engage a professional HR consultant who can work with you to tailor HR letter templates specific to your company needs.

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Inevitably, every organisation experiences periods of increased demand that current work arrangements cannot meet. If output is to increase, leaders must decide between hiring additional hands or paying for staff overtime.

There is a third option: say no to the additional revenue and get fired at the next shareholders' meeting.

As this can have long-lasting effects on company bottom line, here are five considerations that will help you make the best decision.

Of course, there are lots of hidden and indirect costs involved in hiring, but to keep things digestible, we're limiting this section to overtime rates versus the salary of a new staff member.

According to the Employment Act 1955, a regular working week in Malaysia cannot exceed eight hours a day or 45 hours a week.

For every hour of overtime on a normal working day, employees must receive at least 1.5 times their usual wage. They also need two hours of break, so overtime only legally begins after ten total hours at work.

For rest days, employees can be paid their usual rate for half days and at least double that for full days.

For public holidays, it's at least double the usual rate for normal working hours and triple that for every hour of overtime.

If paying double for the same level of skill makes your sphincter clench, remember that overtime hours are directly based on need, so while you pay more per hour, those hours are necessary.

Assuming you hire a full-time employee, not only are their wages a permanent addition to monthly operating costs, you're also committing

to payroll obligations ? meaning the real monthly cost exceeds the figure on the pay slip.

Here's the list of obligations and their rates:

Every RM1 of monthly wages costs the company approximately RM1.16.

You do the math from here ? determine the extra man hours needed and calculate how much it would cost to pay for overtime versus an entirely new salary. We'll end this section by saying that in general, looking at wages alone, hiring costs more.

Of course, you can't look at wages alone, so on to the next factor we go.

If you threw a rock into a crowd of people, what are the odds of hitting someone qualified to handle the additional workload?

A good chance, you say?

Sounds like the role doesn't need highly specialised skills or years of experience and your existing staff members are overqualified. In that case, it makes more sense to hire someone new and pay regular wages instead of double or triple rates for menial work.

Of course, specialist tasks shouldn't only go to senior staff members, which brings us to the next factor.

Note: Don't throw rocks into crowds of people; it's real bad for teeth.

Your highly capable team members were once greener than a field of grass, and so were you.

Skills can be learned and experience can be shared, and organisations with the proper onboarding processes can accelerate learning and development of new hires. What takes years to learn on your own could

be taught in significantly less time with the right hiring and training.

An effective onboarding infrastructure has key components such as:

With these in place, training is efficient and reliable, making it easier to hire new employees for more technical tasks. We don't want to sound cynical, but this skill transfer also reduces the chance of any one employee becoming indispensable ? never a good thing! No, it's far safer to rely on systems ? so ensure yours are robust.

As either option leads to increased revenue, we urge you to think of what works best as a permanent arrangement. The surest way to answer that is by understanding the length and frequency of the increased demand.

A permanent growth phase absolutely justifies hiring a new member, but if you know this is a situational spike (or you're just not sure), try reaching an agreement with existing staff that certain times of the year likely come with overtime requests.

The key phrase here is ?certain times of the year?.

Unless they owe money to loan sharks, no employee would ever want to commit to indefinite overtime and forcing is a great way to cause burnout and high turnover.

And with that, we arrive at our final factor.

We don't want to get your hopes up, but you may not need to hire new people or pay for overtime.

It could be that unclogging some bottlenecks in your workflows unlocks new levels of productivity from your current staff, in which case hallelujah, all that demand is not just additional revenue but pure

profit.

Of course, there might be nothing wrong with your internal processes.

Experience has taught us at MISHU that when overtime is required, more often than not, your team is already stretched to their limit ? and that would absolutely require a new employee.

But still, as part of your due diligence, an internal review is in order.

Reviewing internal processes is no easy task, especially as organisations transition from giving staff reign to a more centralised chain of command. The best time to set a foundation for future hiring and overtime policies will always be yesterday, but today comes in at a close second. See how MISHU, a leading HR consulting service in Malaysia, can help craft the perfect policies for your organisation, ensuring a seamless transition and efficient workforce management.

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As an employer operating in Malaysia with a team of ten or more, you're either already enrolled in the Human Resources Development Corporation (HRD Corp) or on your path to registration.

This membership opens the door to a vast selection of HRD Corp Claimable Courses, allowing employers to design customized development strategies that equip a workforce with specific skill sets.

In this guide, we explore five training options under Skim Bantuan Latihan Khas (SBL-Khas), one of the major training schemes offered by HRD Corp.

Let's begin!

Conducted on company premises, a hotel, or an external training location, these are ongoing sessions for a minimum of two people up to a maximum of 40, and which must last at least four hours (half day) and can go up to seven hours (full day).

Trainers are required to possess a valid HRD Corp Train The Trainer (TTT) certificate or HRD Corp TTT exemption (meaning they are a Subject Matter Expert appointed and acknowledged by a government body). In both cases, the document validates their ability to deliver quality training sessions.

Lastly, overseas training and trainers are allowed, with flight tickets and accommodation being claimable expenses.

Long-term development programs go beyond three months in duration and typically offer academic qualifications such as diplomas or higher credentials upon successful completion.

These courses are designed to provide participants with in-depth knowledge and skills in their chosen field, catering to individuals

seeking comprehensive educational experiences.

Unlike a training course, conferences and seminars are one-off sessions held locally that span at least one day and up to a maximum of three days, with sessions lasting for a minimum of four hours per day.

Note that speakers participating in these events do not need to possess a Train the Trainer Certificate or receive exemption from HRD Corp.

These programs can accommodate an unlimited number of trainees and are designed to equip participants with specific skills and credentials that are frequently tied to both white and blue-collar industries, especially in the following areas:

The purpose is to ensure a workforce utilises best practices and methodologies and ultimately produces work of a quality that meets industry standards.

Coaching and mentoring programs offer personalised guidance and support to individuals seeking professional development. There are no strict requirements regarding minimum or maximum number of participants, allowing flexibility in group sizes.

For face-to-face coaching, HRD Corp permits a ratio ranging from 1:1 to 1:4, though each trainee must undergo a minimum of four hours of coaching to be eligible for claims.

Additionally, HRD Corp also allows online coaching and mentoring sessions, provided there are no practical elements involved.

Under the conventional SBL Scheme, employers make the initial full payment for a training programme and submit claims for reimbursement

later, while SBL-Khas streamlines payment by deducting course fees directly from the employer's HRD Corp account.

The tradeoff is that only training programs pre-approved by HRD Corp are eligible for claims under SBL-Khas, though in practice this doesn't really matter as there are thousands of courses and programmes available.

The following are eligible for reimbursement as part of an SBL Khas programme:

For a full breakdown of specific claimable rates based on type of training, check out HRD Corp's official allowable cost matrix.

Application is done via HRD Corp's e-TRIS portal and should be submitted by employers under the HRDF Claimable Courses Scheme at least one day before training begins.

Required supporting documents

With over 165,000 HRD Corp claimable courses, curating an effective and efficient employee training strategy is never easy. However, without clarity and alignment across a company's leadership, we'd argue it would be nearly impossible.

That's why the following two steps are vital:

This means fully understanding the company's mission, vision, and strategic objectives. Depending on the size of the organisation, this could also involve business departments like HR and marketing clarifying their specific goals and functions.

This requires assessing current skill levels, areas for improvement, and determining which are most urgent or cannot be taught before other more foundational competencies are developed.

The final step aligns the selected HRD Corp claimable courses with the overarching objectives of the organisation. By integrating these two components, companies can ensure that the selection of HRD Corp courses is comprehensive, targeted, and ultimately contributes to the success of the business.

With multiple HRD Corp Certified Courses under SBL-Khas, MISHU's team of dedicated trainers and coaches are ready to help you provide targeted corporate training for every level of talent in your organisation, from executives to C-suites.

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Employers in Malaysia are mandated by law to allocate a set number of days for certain types of leave. Of course, they are free to offer more, especially when 50% of employees are reportedly ready to resign to pursue better work-life balance.

Of course, employers don't want to be taken advantage of ? the answer is always a middle ground.

In this post, we'll provide an overview of the mandatory and optional types of leave in Malaysia.

The goal: for employers and employees to know what leave is and isn't negotiable.

With this, not only can they ensure workplace policies are legally compliant, but we hope the list of optional leaves inspires them with ways to improve working conditions at the company.

Note: The information below has been verified to be accurate as of March 2024.

We'd like to start by citing our source: [The Employment Act 1955 PDF](#).

When it comes to leave policies (and most workplace policies for that matter), think of the Employment Act 1955 as your ultimate authority.

The act lays out the statutory rights of employees and terms of employment, including holidays, termination, salaries, and of course, leave policies.

The beginning of 2022 brought with it a set of amendments to the Employment Act to better safeguard employee welfare.

We've compiled amendments likely to affect company leave policy into the table below.

Now let's look at non-negotiable types of leave in Malaysia.

The mandatory types of leave listed below can be found in the act, and employers must obey them or expose the company to legal action. Give the act a read ? but finish this guide first!

Paid annual leave is simply a way for employees to take a break and unwind while still receiving their monthly salary. Bosses may not like the sound of that, but the fact is it avoids burnout and slumps in productivity.

Legal entitlement to paid annual leave In Malaysia is as follows:

If an employee has worked for less than 12 months, their annual leave will be proportional to the number of months in employment. For example, if Abu has been a cashier at a supermarket for six months, he is entitled to 4 days of paid annual leave.

Some additional notes:

On account of pesky bacteria and whatnot, people tend to get sick.

When your head feels like a kettle of boiling water and your nose leaks radioactive waste, spreadsheets are the last thing on your mind.

We're not showing a photo ? too gross even for us.

That's when you go to the doctor and claim paid sick leave.

Legal entitlement to paid sick leave (without hospitalisation) in Malaysi is as follows:

Some additional notes:

This is an extension of sick leave, but we think it's significant enough to merit its own section.

Where hospitalisation is necessary, add 60 days to each of the paid sick leave categories above, which means:

74 days annually if employed for 1 ? 2 years
78 days annually if

employed for 2 ? 5 years 82 days annually if employed for more than 5 years

From time to time, your female employees will take Human Resources a little too literally and produce a tiny human being of their own.

Woohoo ? new future unpaid interns!

By law, they will be entitled to paid maternity leave if they meet the following two conditions:

In Malaysia, the legal entitlement to maternity leave is 98 days.

Some additional notes:

You may find versions of the Employment Act that mandate 60 days of maternity leave; those are outdated after an amendment was passed in 2022. That same amendment is also the reason for the next entry.

Thanks to the 2022 amendment to the Employment Act, fathers are entitled to 7 consecutive days of paid paternity leave, provided they are legally married to the mother of the child.

Every employee in Malaysia is entitled to eleven gazetted public holidays, with five specific holidays:

The remaining six days can fall on any public holidays that year that are included in the Holidays Act 1951.

Some additional notes:

Alright, that wraps up the six mandatory types of leave under the Employment Act.

Now let's take a quick look at other common types of leave.

Employers don't have to offer these but look down the list and you'll understand why many companies today go above and beyond.

To those that don't, we hope you have a pretty good reason!

This is a period of time when an employee takes time off from work but does not receive regular pay or salary. Usually, it is because they have exhausted their annual paid leave but are still not ready to return to work.

This type of leave allows employees to take time off from work without prior notice due to an urgent and unforeseen situation, such as a family emergency or personal crisis. The classic case would be when an employee's car suddenly breaks down, followed closely by their mental state.

Compassionate leave covers significant life events such as the loss of a beloved pet or the diagnosis of a terminal illness in the family.

Logically, the employee would not be able to focus at work anyway, and it would be better to let them focus on processing their grief.

Marriage leave is a special type of paid time off given to employees to celebrate their wedding day. In some cultures, weddings can take a tremendous amount of planning and ceremonies can span weeks, so some time off could be considered.

Dealing with a mother-in-law should be considered its own job, after all.

If your employee's house gets flooded, are you really going to ask them to come to office by motorboat?

The above question doesn't apply to motorboat dealerships.

This allows employees to take time off from work to attend classes, lectures, or prepare for exams related to their field of study.

It's not technically their birthday, but hey, it's a big deal for some people and allows employees to rest, spend time with family and

friends, and feel noticed and appreciated by the company.

Plus, it saves you the trouble of singing the song at the office!

Childcare leave enables employees to take time off work to care for their children. This can be especially useful for new fathers who only have seven days of legal paid paternity leave.

It could be worse: imagine them bringing their child to work.

This allows Muslim employees to take time off from work to participate in the Hajj pilgrimage, which is an important religious duty for Muslims. Considering Malaysia is a majority Muslim country, this can be an attractive proposition.

Our HR consultants are ready to help you create and implement workplace policies backed by years of experience and inside out knowledge of the law, ensuring deadlines are met, workloads are distributed evenly, and decisions made without bias.

Hi ,can i ask for the sick leave ,if employees provide the sick leave (Chinese medical certificate), Malaysia labour law accept?

Hi Siew, thanks for the question. We asked our HR team, and it depends on which Chinese medical centre, though as long it's recognised under KKM, the medical cert should be valid. For example, in KL only Tung Shin Hospital KL and Sunway Medical centre are recognised under KKM. For other states, you'll have to ask if they're recognised by KKM.

Hope this helps!

Sincerely, The MISHU Editorial Team

Hi, I would like to ask about compassionate leave. My staff's husband has passed away last week, but she is still not coming in to work yet.

I would like to ask, how many days is she entitled for the compassionate leave?

Hi Callie,

Thanks for getting in touch.

We forwarded your question to our resident HR consultant Abigail, and these are her thoughts on the matter:

1. Compassionate leave is not mandatory by law and is at every employer's discretion. 2. If there is no existing allowance for compassionate leave the staff must rely on paid annual leave. 3. If there is allowance for compassionate leave, ideally there should be some form of documentation, such as a death certificate. 4. Ideally, all information should be documented in an Employee Handbook so parties are aligned ? makes it super easy to deal with situations like these ?

If you don't currently have a handbook, may we email you Abigail's contact so you can take it up directly with her?

We hope all turns out well!

The MISHU Editorial Team

Hi, can I ask, it's a rightful for my company to restrict their employees to utilize 50% of their annual leaves entitlement for the first half of the year? According to the company's Memo, any leaves balance from the first half of the year will not be approved nor considered if we wish to carry forward to second half of the year. Meaning to say that, if we have 14 days of annual leaves, we must utilize 7 days within Jan to June of each year, any balance of the 7 days annual leaves will be forfeited at second half of the year. This

happened to East Malaysia company and may I check whether is this in accordance to Malaysia Employment Act? Thanks

Hi Elisa,

Thanks for getting in touch. We forwarded your question to our HR consultant and this is her response:

1. Employers cannot burn accumulated annual leave in East Malaysia, as employees by law have 12 months into the following year to utilise their accumulated leave balance.
2. In Semenanjung Malaysia, there is no equivalent law and it is up to the employer's discretion, so long as they meet minimum requirements for annual leave.

Hope this answers your question!

The MISHU Editorial team

hi, I just wanna ask about the medical leave / sick leave , does we count include Sunday, if the doctor giving a sick leave for 2weeks , can we count the Sunday as a sick leave day, because working days is only from Monday to Saturday..sunday is the rest day. please help me to source this problem.. thank you

Can I have a sample of leave policy handbook for staff?

Hi Ki,

Thanks for getting in touch. We forwarded your question to our HR consultant, and this is her response:

1. There are two separate items with similar names: the leave policy and the leave application policy.
2. Both are actually specific clauses inside the company's employee handbook rather than a standalone document.

3. We would be happy to help, but could you specify which clause you're seeking help with?

Sincerely, The MISHU Editorial Team

Hi. Would like to ask if parents could use their children's MC to deduct sick leave? So like if the child is sick and mum or dad needs to take the day off to care for the sick child, instead of deducting their own annual leave they submit their child's doctor's letter to apply for sick leave?

Hope my question is clear.

I also saw from the other comments and am hoping to get a copy of the employee handbook as well.

Thanks so much in advance!

Hi Alexis,

Thank you for getting in touch. We've forwarded your question to our HR expert, and this is their response:

1. Nothing in the Employment Act allows parents to use their child's MC for their own personal medical leave. 2. As you know, companies must give employees a certain number of days of annual leave, which is officially what this parent should be using. 3. Any additional leave, such as childcare leave, is at the full discretion of the employer.

It's a tough spot to be in as a parent and employee, but we'd just like to add that the law aims to safeguard the rights of both employers and employees without undermining any one party.

We hope that addresses your question, and yes, we'd be happy to send you a copy!

Sincerely, The MISHU Editorial Team

Hi, i just want to know that after each biggest celebration such as Chinese New year and Hari Raya, our company told us they it should be consider as compulsory leaves which means deducted from our annual leaves. Is this possible are Employer entitled to do so? Thank you for your reply.

Hi Linda,

Thank you for getting in touch. We've forwarded your question to our HR expert, and this is their response:

1. If the company chooses to remain open during a public holiday, staff who need time off can apply for leave, which will be deducted from their annual leave. 2. If the company chooses to close for an extended period, they cannot legally force employees to use up their annual leave.

If your employer is currently forcing this on staff, consider raising the matter with the Labour Department here:

<https://jtksm.mohr.gov.my/en/services/labour-complaint/acts-guidelines>

Hope this helps and please get in touch if you need more clarification.

Sincerely, The MISHU Editorial Team

Hi, can i ask, can employer deduct staff annual leave for being late everyday (1 hour late). Once annual leave finished deducting, then continue to deduct with unpaid leave?

Hi Deric,

Thank you for getting in touch. We've forwarded your question to our HR expert, and this is their response:

1. What's being proposed here is 100% illegal and a grounds for

employees to file a complaint with the Labour Department. 2. If it hasn't yet been done, consider counselling the staff member to get them to be more punctual. For example, use an appraisal system to show them areas in need of improvement and how it will affect their bonuses.

We have more suggestions, but we think for now these would be our immediate responses to your question. Let us know if more help is needed!

Sincerely, The MISHU Editorial Team

Hi,

I would like to ask regarding compassionate leave. Either this leave would be reset every year like annual leave or employee only entitled the balance if they already take this leave in the previous year.

Thank you for your reply.

Hi Ayra,

Thank you for getting in touch. We've forwarded your question to our HR expert, and this is their response:

1. Compassionate leave is not mandatory by law, and so it's completely up to the employer how to implement it. 2. The important thing is to clearly communicate it to employees, and to ensure consistent implementation (aka no favouritism).

Hope this helps!

The MISHU Editorial Team

Would it be okay for me to include this content in my dataset? Just to assure you, this data is being collected for my personal hobby as a data scientist, and I'll be citing the source in all cases. Here my

campus page at Kampus Terbaik Thanks! ID : CMT-Q49943R9MN40GG8BBL

Hey there,

Thanks for getting in touch ? and yes, we would be glad to discuss

this further. Expect an email very soon!

The MISHU Editorial Team

Hi!

Medical Leave includes weekend Saturday and Sunday? For example doctor

give me 2 weeks medical leave. 14-12-2023 to 28-12-2023 so my medical

leave consider 10 days or 14 days? My working days is on Monday to

Friday, weekend rest days.

Many thank in advance.

Hi Sir/Madam,

Can a company restricted employees from taking leave during festive

seasons? For example, Chinese for CNY only, Christian for X?mas only,

Muslim for Raya and Haji only. Please advise, thanks

Hi Alice,

What a relevant question for the Malaysian workforce. We've forwarded

it to our HR expert, and this is their response:

1. Yes, depending on industry, a business can restrict employees from

taking leave during holidays, but it will be subject to the holiday

pay clause in the Employment Act. 2. With a big enough workforce,

consider rotating systems: say this year employee A goes on leave

while B works, next year employee A works while employee B goes on

leave.

We hope this answers your question!

Sincerely, The MISHU Editorial team

It is very comforting to see that others are suffering from the same problem as you, wow!

We'd rather see it as everyone seeking the same solutions!

Hi Alice,

Just would like to ask is it any Labour Law states that both superiors (senior staff) cannot take leave on the same day even though they are in different departments.

Also if emergency leave (consider unpaid leave), do we need to explain the reason for leave. Eg : if personal issues do we need to explain in details to HR

We absolutely love your blog and find most of your posts to be what precisely I'm looking for. Does one offer guest writers to write content for you? I wouldn't mind creating a post or elaborating on many of the subjects you write related to here.

Again, awesome web site!

Hi Johnie,

Thank you for the kind words! Could you send an email to ?

Ideally include samples of your work as well.

Sincerely, The MISHU Editorial Team

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meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang

yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

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In Malaysia, a Dependent Pass is permit that allows immediate family members of a principal visa holder to reside in the country. In the context of employment, this means Employment Pass Categories I and II, while those with Category III Employment Passes are not allowed to bring dependents (for details on the different categories, check out our Employment Pass Guide).

As business consultants, the MISHU team regularly deals with various visa applications and in this post, we'll answer the nine most common questions we get on Dependent Passes.

For the record, this FAQ was written to address questions from the perspective of employers in Malaysia (since those are the parties we deal with). If anyone reading this is an expatriate, these answers are just as relevant, and we apologise for referring to you in the third person ? we love you and welcome to Malaysia!

Category I and II Employment Pass holders in Malaysia can apply for a Dependent Pass for the following family members:

Children above 18 years old, in-laws, and life partners will instead need a Long-Term Social Visit Pass.

Compared to some of the applications we help process, the documents required for a Dependent Pass application are relatively straightforward:

Here are some additional notes:

Yes, the Immigration Department of Malaysia must grant dependents a Visa Approval Letter (VAL) before they can travel to Malaysia and apply for a Visa with Reference using the VAL. Once they have arrived in Malaysia, applicants must present their passports to the Malaysian

Immigration Department to obtain the Dependent Pass sticker.

Short answer: Yes.

The longer answer: Yes, but it can also be done after the principal

Employment Pass application is approved.

No reason to drag this one out ? next!

Do keep in mind that government charges change from time to time, but as of now, expect to pay RM500 for each Dependent Pass application. If you would prefer some assistance, we would be happy to help with your application.

Standard procedure is that the validity of the Dependent Pass is identical to duration of the principal (Employment Pass).

However, if the passport validity of the Dependent Pass applicant is less than the principal visa holder's, the validity of the Dependent Pass will be based on the passport validity.

No, the Dependent Pass holder will have to surrender their pass and register for an Employment Pass, which will be treated exactly the same as a regular Employment Pass application.

Foreigners are allowed to start businesses in Malaysia, but again, not as Dependent Pass holders.

The business will be treated as a 100% foreign-owned business with them as a foreign director. The company must then apply for an Employment Pass on their behalf, at which point they will become Employment Pass holders. Usually, this is done by outsourcing the incorporation and HR to a business consultant.

Keep in mind they must meet the minimum requirements of setting up a business in Malaysia as a foreigner.

Children under 18 years old can continue to live and study in Malaysia as long as they have a dependent permit issued by their parents, while those above 18 must apply for a student permit.

Applications must be submitted to the Malaysian Immigration Department through a Permission to Study Form along with a Student Personal Data form.

MISHU's team is experienced in helping companies negotiate with the relevant authorities to obtain exemptions and swift approval of any necessary permissions. We would be happy to sit down with you and understand your needs ? check out our full Employment Pass services and let us know if you'd like help!

I am a Bangladeshi citizen I came here on visit visa last 30th October 2022, so far I have taken visit pass few times which were for 1 month now I need help from your consultancy company

Hi Mosharof,

Thanks for getting in touch. Your request has been forwarded to our client servicing team.

All the best with the application!

Sincerely, The MISHU Editorial team

As a visitor, it's interesting to learn about the intricacies of Dependent Passes in Malaysia, especially when expatriates have family members. I'm curious, in your experience, how has the process for obtaining a Dependent Pass impacted the lives of expatriates and their families in Malaysia?

Hi there,

Thanks for your question, Will get in touch soon!

The MISHU Editorial Team

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Immigration statistics show over 50,000 expatriate passes issued between January and May 2023 alone. Expat Insider's 2022 global index similarly shows Kuala Lumpur as a desirable destination due to affordable cost of living and ease of finding housing.

However, before hiring an expatriate for your business in Malaysia, it's important to understand the different employment passes available and their conditions.

In this guide, we'll explain the three types of Malaysian Employment Passes in detail, especially specific positions and requirements that apply. Whatever role you're looking to fill, this guide will help you identify the right Employment Pass.

Here's how we'll break it down:

Let's start!

If your business meets the following requirements, you are allowed to hire expatriates.

Okay, this one's a no-brainer, but it's a guide so we have to cover all the bases.

Your business must be registered with one of the following bodies:

- a. The Companies Commission of Malaysia (SSM) under Companies Act 1965; OR
- b. The Registry of Societies Malaysia (ROS) under the Organization Act 1966; OR
- c. Firms incorporated under specific acts. E.g. Law firms and Accounting firms; OR
- d. Organisations supported by Ministries / Government Agencies; OR
- e. International organisations certified by the Ministry of Foreign Affairs

As the percentage of foreign shareholding increases, so do the minimum paid-up capital requirements.

If you meet both those requirements, congrats, the global talent pool is at your disposal.

Head over to the Malaysian Immigration's Expatriate Services Division (ESD) portal and register your company. We won't list out the necessary supporting documents since the application form will tell you what's needed. Just be sure to have all the usual paperwork like your SSM Forms and company profile ready.

Remember: governments will always prioritise hiring citizens, so it's necessary for foreign talent to meet certain standards that might be harder to source locally:

To qualify as an expatriate or skilled worker in Malaysia, individuals must meet these requirements:

To qualify as a shareholder, individuals must:

Now let's take a side by side look at the three types of employment passes.

Super important: these passes only allow the expatriate to work in West Malaysia and do not include Sabah and Sarawak.

Now, let's take a quick look at Dependent and Social Visit Passes.

A Dependent Pass is for immediate family members that considered true dependents:

For holders of Employment Passes, a Long-Term Social Visit Pass is for immediate family members that cannot be considered true dependents:

Neither Dependent Pass nor Long-Term Social Visit Pass holders are allowed to work without applying for a separate Employment Pass.

However, they are welcome to apply for Student Passes to pursue their education here, subject to Malaysia's Immigration Department approval.

By this time, you should have already registered your company with the ESD.

Here are the steps:

STEP 1 Make sure all documents are ready

STEP 2 Log into the ESD portal

STEP 3 Fill in the required information of expatriates and dependants (if applicable)

STEP 4 Fill the position by selecting through the lists at ?Position Setup?.

STEP 5 Upload all documents as required

STEP 6 Submit completed application

STEP 7 Status notification will be sent via system ? approved or rejected (usually within 5 days)

STEP 8 If approved, print the approval letter through the system.

Applicable Immigration fees will be advised. Visa with Reference (VWR) letter can be collected at MYXpats Centre or ESD Putrajaya, if applicable

STEP 9 Passport endorsement can be done at MYXpats Centre, ESD Putrajaya or any Immigration state office once Immigration fees payment is made.

If your business is at a level where you're looking at hiring expatriates, you probably have far better uses of your time than compiling documents and dealing with government agencies.

MISHU's team is experienced in helping companies negotiate with the relevant authorities to obtain exemptions and swift approval of any

necessary permissions. We would be happy to sit down with you and understand your needs ? check out our complete Malaysia Employment Pass services (including Category 1), and let us know if you?d like help!

[Click here to go back.](#)

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Do your company do EP parking? Thanks.

Hi Samuel,

Thanks for getting in touch. We have forwarded your question to our in house Employment Pass team, and this is their response:

1. If you are seeking assistance with using us as your official employer, then I?m afraid MISHU is not currently hiring. 2. If you are an employer seeking assistance for your employees, then we may be able to help.

Let us know!

Sincerely, The MISHU Editorial Team

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process are non-refundable.

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I'm sure as Malaysians we love #FOOD. We place our Malaysian cuisine close to our hearts and we sing it to our overseas friends or colleagues whenever we have a chance. So, to all the food lovers out there, just answer this question?

Have you ever noticed that the workers or employees in the restaurants that you have dined in are mostly foreigners? This is the same for other job positions such as the construction and factory workers, janitors, agricultural workers and even plantation workers.

While Malaysia is in dire need of skilled foreigners, it is without a doubt that unskilled foreigners have increased in quantity in recent years. The rise of unskilled workers is mainly due to the overflowing 3D jobs. 3D jobs are easily defined as jobs that include 'Dangerous, Difficult and Dirty' in the job description. While these jobs are considered an opportunity for many other countries, for Malaysians, these are jobs rarely preferred or in fact, rejected due to the following reasons.

In past, our parent always tell us 'to study hard or work hard or else you'll end up as a Garbageman or something like that'.

While we might not necessarily look down on people that are working in these 3D job industries, the idea that these jobs are greatly associated with 'or else' is strongly instilled in our minds during our childhood, so, we can't help but feel fear and ashamed if we were the ones doing the 3D jobs. 'Dirty, Dangerous and Difficult' jobs are also considered part-time jobs for undergraduates or dropouts in society's eyes, so it is without a doubt that people, regardless of those who work or do not work there might think of people who work in

these industries are different from the others.

Another reason that citizens of Malaysia would not take up 3D jobs is because of the minimum salary and the low pay that 3D jobs provide. According to RinggitPlus, it is said that waiters and servers are one of the lowest-paying jobs in Malaysia. Being one of the lowest paying jobs in Malaysia, it is without a doubt a discouragement towards anyone who even thinks of joining the industry. According to Malaysia's Human Resources Minister M.Kulasegaran, it is mentioned that Malaysia's youth would be more likely to take on these 3D jobs when the pay is much more favourable and with better incentives. With that said, if there is an increase in the minimum wage or the payment of the 3D jobs, it is predicted that service prices or food prices will soar much higher compared to now.

So why is foreign labour much more preferred instead of the local workforce in an entrepreneur's eyes? The answer is simple, it is because foreign labour is much cheaper compared to local. Malaysians in general would require higher pay as they will need it to meet their monthly commitments and spend on necessities or entertainment. On the other hand, foreign workers would require much less pay as they normally stay together in groups and have generally fewer monthly commitments. In most cases, these foreign workers are also illegal workers that do not have the required permits to work in Malaysia. This makes them vulnerable and easily deceived by the local entrepreneurs as they are not protected by the law. Business owners will in the end still choose these foreign workers instead of local

workers as they can pay them less than the minimum wage set by the country. However, the similar phenomenon can be said for higher end jobs as companies or businesses would still rather hire expatriates overseas to fulfil these roles as it will make the team look more professional and international. This might be due to companies are trying to create a workplace that might attract foreign investors.

Are you looking to hire foreign workers for your business? Do you want to hire overseas expatriates but you're not sure about the steps to legally do so? Why not come to us as we have the solution to your questions!

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There?s absolutely no risk! Take our commitment and try us out.

Foreigners setting up a company in Labuan and planning on relocating to Malaysia will need a valid Labuan Work Permit, also known as a Labuan Director's visa or Labuan Employment Pass.

This article provides a full overview of Labuan Work Permits to help you understand the steps and requirements involved and efficiently sync your visa application and company incorporation.

Here's how we'll break it down:

If that sounds good, let's begin.

A Labuan Work Permit is a two-year renewable work visa that caters to specific expatriates and foreign directors serving Labuan-based companies. At a glance, this visa offers holders numerous advantages, namely:

The ability to freely leave and enter Malaysia alone is extremely attractive to business owners ? now add the other perks and it's no surprise Labuan Work Permits are in high demand.

To qualify, there are two main requirements: minimum income and position within the company.

As you are already the owner of a Labuan company, all that's left is to appoint yourself as a director with at least RM10,000 in monthly wages.

Remember to thank yourself for the generous promotion and raise!

There are two parts to the pre-application stage: gathering required documents and incorporating your Labuan company.

Ensure you've compiled the following documents:

Keep in mind additional supporting documents may be requested by the Labuan authorities.

Before you can get a visa as a Labuan company director, you need a Labuan company to direct!

Incorporating a company in Labuan must be done through a Labuan Trust Company, who will act as your business advisor and ensure you are fully compliant with Labuan regulations.

For a full timeline of incorporation and visa application, check out our guide to Labuan Company registration [here](#), but for now, just know that you'll need to engage a Labuan Trust Company to incorporate your business before you can proceed with your Work Permit application.

The application can be submitted to LFSA through the following:

In our opinion, if you value convenience, find a trustworthy Labuan Trust Company, then allow them to handle both your company incorporation and Work Permit submission.

PS: We know a pretty good one, so feel free to get in touch!

It may take up to 8 weeks for LFSA to finish their due diligence and approve your Work Permit.

Upon approval, you'll have to:

Once your Work Permit is approved, time to get your Labuan Trust Company to begin the application process for your family.

Time-wise, expect the entire process to take about eight weeks assuming all documents are in order, and each Work Permit application has a non-refundable processing fee of USD350.

Note this doesn't include miscellaneous fees, such as Entry Visa fees which vary between countries.

MISHU's team is experienced in helping applicants swiftly incorporate

a company in Labuan and obtain a visa. We would be happy to sit down with you and understand your needs ? check out our Labuan Incorporation page and let us know if you'd like help!

I appreciate the emphasis on starting small and gradually scaling up when pursuing money-making opportunities. It's a low-risk approach for beginners.

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yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
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refund ? no questions asked.

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New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There's absolutely no risk! Take our commitment and try us out.

In Malaysia, expatriates holding Category 1 and 2 Employment Passes are permitted to bring their immediate family members with them, known as dependents. For family members who fall outside the definition of a dependent, the solution is often a Long-Term Visit Pass (LTSVP).

This article provides a complete overview of the function of a Long-Term Visit Pass and how to obtain one from the Malaysian Immigration Department, specifically their Expatriates Services Division (ESD).

Here's how we'll break it down:

Note: Spouses of Malaysian residents can also apply for a Long-Term Social Visit Pass which carries different requirements and permissions, but this article is specifically written for expatriates and Malaysian companies employing them.

If that applies to you, let's begin!

A LTVSP is a long-term pass that allows certain family members of a Employment Pass holder (known as a principal) to accompany them and reside in Malaysia for six months to five years.

The validity period of a LTVSP corresponds to the validity period of the principal Employment Pass holder.

However, if the passport validity of the LTVSP applicant is less than that of the principal Employment Pass, then the validity of their LTSVP will follow their passport instead. While the LTVSP can always be renewed, it would be a good idea to ensure the applicant's passport is up to date.

The main difference between these two passes is the individuals that fall under them, which can be found in the table below:

As of September 2023, an application for a LTVSP and Dependent Pass

both cost RM450, not including other immigration and processing fees.

Furthermore, in both cases, holders of both passes are not allowed to work in Malaysia without first applying for an Employment Pass of their own. There is no preferential treatment given on the basis of a relationship with an existing Employment Pass holder ? their application will be judged on its own merits.

If you believe a Dependent Pass is more suited for you, our FAQ on Dependent Passes might come in handy.

Otherwise, time to get to work and go over the application process.

Before beginning the application process, be sure that the required documents below are prepared.

Regarding the final point, as required documents vary significantly depending on industry, contact our Employment Pass team for advice tailored to your needs.

*Note: Translations must be done either by your Respective Embassy / High Commission / Consulate General or the Malaysian Institute of Translation & Books (ITBM).

The company / sponsor must submit the application on behalf of the applicant. To do this, visit the ESD portal, log in to the company?s ESD account (or register for one) and submit the application along with the supporting documents.

If all goes as well, the application should be processed with 14 ? 21 working days.

As mentioned above, each LTVSP application costs RM450, not including various other immigration and licensing fees.

Whether you are an employer or expatriate, we wish you a smooth

application and hope you enjoy your stay in Malaysia.

Of course, for a truly smooth application, consider engaging our services!

MISHU's team is experienced in helping companies negotiate with the relevant authorities to obtain Long-Term Social Visit Passes and swift approval of any necessary permissions. We would be happy to sit down with you and understand your needs ? check out our Employment Pass services and let us know if you'd like help!

awesome

Hi. If I am in Malaysia through LTSVP (marriage), what are my options for bringing my mother here? If I get endorsement to work while I am on a Long Term Social Visit Pass, and I earn more than the 5,000 Ringgit Threshold, can i bring my mother to Malaysia?

If not, can I bring my mother through my Malaysian wife (she is a citizen). Thank you

Hi Rahman,

Thanks for getting in touch. We forwarded your question to our Employment Pass expert and this is their reply:

1. Your current Long Term Visit Pass (LTSV) / spouse visa should also allow you to apply for a Long-Term Visit Pass for your parent.
2. It's worth noting that compared to a normal Employment Pass, the spouse visa is not tied to a specific employer, which provides flexibility in employment options.

Hope that answers your question, and let us know if you need any help with the application!

Sincerely, The MISHU Editorial Team

Hello,

I have a query ? I am employed and want bring mother-in-law to Malaysia on LTSVP. Can i apply on my own? what all documents will be needed? where can i find the forms? The url links provided are not working anymore.

Or

Do i need to ask my company to initiate the process?

Hi Bushra,

Thanks for getting in touch.

We reached out to our employment pass expert regarding your inquiry, and here's their response:

1. Best to ask a company to handle it as LTSVP applications must be done through their Expatriate Services Division (ESD) account. 2. The required documents are as listed out in our guide. 3. The forms will be filled in online when submitting the application via the ESD portal.

Hope this helps!

By the way, we checked the links on this page and they're all working fine, could you specify which links you found were broken? We'd greatly appreciate it.

Best regards, The MISHU Editorial Team

Hi, If I get a Long term visa pass, am I allowed to open a bank account and can I bring a shipment of my personal things? Thanks

Hi MK,

Thanks for getting in touch.

We reached out to our employment pass expert regarding your inquiry, and here's their response:

1. A bank account opening is usually normally by company recommendation. 2. Your shipment of personal items will be subject to rules by the Malaysian Customs Department, so as long as there's nothing on their list of prohibited items, you should be good. 3.

However, if you're asking whether a shipment of your items is included as a package with a LTVSP application, then we're afraid not!

Hope this helps!

Best regards, The MISHU Editorial Team

Hi, I'm a UK citizen with a Malaysia PR intending to return to Malaysia with my family. Would my wife be eligible for a LTSVP?

Guidance online suggests this is available for spouses of a Malaysian citizen only. I would not need an employment pass to work in Malaysia given my PR status. Please advise. Thanks.

Hi Nathan,

We apologise for the delayed response as our Employment Pass team was occupied ? but they've seen your message and here's their response:

1. As they've not encountered a similar situation to yours, they feel it would not be right to offer a professional opinion on the matter.
2. They suggest you contact the Immigration Department for a definitive answer.

Let us know if there's any other questions you have, but I'm afraid that's all we can offer on this matter.

Sincerely, The MISHU Editorial Team

I had worked in Malaysia for 7 years as an Account Payable Executive

with MNC. Now I married with Malaysian husband, is it possible to apply for PR after LTSVP? How long do I need to hold for the LTSVP to apply for PR?

Dear Pricilla,

Thanks for getting in touch.

You'll be eligible for PR application once you've been in Malaysia for at least five years.

So we hope to see you in five years!

Sincerely, The MISHU Editorial Team

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There?s absolutely no risk! Take our commitment and try us out.

In Malaysia, foreigners who legally marry citizens are eligible for a Malaysian Spouse Visa, allowing them to reside and freely work in Malaysia for up to five years, enough time for couples to start a life together.

This article provides a complete overview of Spouse Visas, permissions granted by them, and how to obtain one from the Malaysian Immigration Department's Expatriates Services Division (ESD).

Here's how we'll break it down:

Note: Expatriates also use this pass for non-dependent family members, but this guide is specifically written for Malaysian citizens married to foreigners.

If that applies to you, let's begin!

The Malaysian Spouse Visa allows foreign spouses of Malaysian citizens to reside in the country for a minimum of six months up to a maximum of five years.

Crucially, Spouse Visa holders can apply for a free Work Permit Endorsement which allows them to engage in any form of paid employment or set up a business without converting the Spouse Visa into an Employment Pass or Professional Visit Pass.

In practice, first-time applicants are likely to be granted shorter visas, with longer allowances during each subsequent renewal. The good news is that after staying in Malaysia for five years, a foreign spouse is eligible to apply for permanent resident status!

To begin with, you might find the following official links to marriage registration in Malaysia useful:

Assuming you've got that out of the way, applying for a Spouse Visa is

a simple three-step process.

Prepare both original and one set of copies of the following documents:

Only complete applications are accepted, and additional evidence may be requested by the authorities at their discretion, so make sure you remember your spouse's birthday.

The Malaysian sponsor / spouse must submit the application at the Immigration Department Headquarters in Putrajaya or a state immigration office.

The foreign spouse must also be present during the application, as well as the complete set of documents.

If all goes as well, the application should be processed with 14 ? 21 working days, and will cost RM450, not including various other immigration and licensing fees.

Applications for an endorsement to work must be submitted in the presence of the Malaysian citizen spouse and can be done at two locations:

Remember to include the following supporting documents:

Applications are free of charge and can be made while waiting for the Spouse Visa to be approved or any time thereafter.

We wish you a smooth application!

MISHU's Employment Pass team is here to help facilitate Malaysian Spouse Visa applications so couples can be at ease knowing the technical requirements will be taken care of.

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This article provides a complete overview of the function of a Professional Visit Pass (PVP) and how to obtain one from the Malaysian Immigration Department, specifically their Expatriates Services Division (ESD).

Here's how we'll break it down:

If that sounds good, let's begin!

A Professional Visit Pass (PVP) allow foreign talents to reside in Malaysia for the purposes of either expertise transfer, research, volunteering, training, conducting exhibitions, or internships with a local organisation for up to 12 months per pass issued (six months for training at a hotel or factory). At the end of the valid period, it can be extended for a further 12 months though this is at the discretion of the immigration officer.

Quick note about hotels: Trainees are only allowed for hotels rated four stars and above, with the exception of Indonesian trainees who are allowed for hotels rated three stars and above. At any one time, a hotel may only have a maximum of 25 trainees.

We'll cover the specific categories below, but for now just know that this definition includes a wide range of occupations from white collar professionals all the way to religious practitioners and students.

And more importantly, which is right for your situation?

Generally, Employment Passes (EP) are narrower in their scope since they are strictly for the purpose of hiring overseas workers, while a PVP encompasses a broader variety of use cases. The table below highlights key differences between the passes.

If it sounds like an EP is more appropriate for you, check out our

guide to Employment Passes [here](#).

The following are also categories for which a PVP can be considered:

Before beginning the application process, be sure that the required documents below are available.

Regarding the final point, as required documents vary significantly depending on industry, contact our Employment Pass team for advice tailored to your needs.

The company / sponsor must submit the application on behalf of the applicant. To do this, visit the ESD portal, log in to the company's ESD account (or register for one) and submit the application along with the supporting documents.

If all goes as well, the application should be processed with 14 ? 21 working days depending on the program.

Each PVP application costs RM800, not including various other immigration and licensing fees.

Should the application get rejected, you may submit an appeal.

Whether you are reading this as an employer or overseas talent, we wish you a smooth application process and hope you enjoy your stay in Malaysia!

Of course, for a truly smooth application, you might consider engaging our services.

MISHU's team is experienced in helping companies negotiate with the relevant authorities to obtain Professional Visit Passes and swift approval of any necessary permissions. We would be happy to sit down with you and understand your needs ? check out our full Employment

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There?s absolutely no risk! Take our commitment and try us out.

Malaysia's Residence Pass-Talent (RP-T) is a renewable 10-year visa that comes with a substantial degree of employment flexibility.

Being such an attractive package, the RP-T is accessible only to a select few expatriates who demonstrate high potential to positively impact Malaysia's economy ? evidenced by the recent awarding of these visas by Prime Minister Anwar Ibrahim.

After reading this post, you'll find out if you're qualified to apply for an RP-T of your own.

Here's how we'll break it down:

If that sounds good, let's begin.

The Malaysian Residence Pass-Talent (RP-T) was established in 2011 by TalentCorp, the Ministry of Home Affairs, and the Immigration Department of Malaysia to retain high-value expatriates who have been working in Malaysia for three years or more to contribute to her economic development over a longer period.

Though all top talent is welcome, there is a particular emphasis on leaders and experts from industries within Malaysia's National Key Economic Areas including oil, gas & energy, financial services, and education among others.

A Category 1 Employment pass is another popular way for Malaysia to attract foreign professionals.

The key differences between these two passes can be found in the table below. As you can see, an RP-T holder enjoys a significant amount of freedom over an Employment Pass holder.

The ability to easily shift between companies and for your legal spouse to work without getting their own Employment Pass gives RP-T

holders a huge amount of freedom.

The idea is for RP-T holders to truly see Malaysia as a home rather than an overseas workplace.

However, as you will see from the following section, an Employment Pass is the stepping stone to getting access to an RP-T.

To qualify for an RP-T, an expatriate must:

Expatriates must start with an Employment Pass and the company it is registered to, then work in Malaysia for three years before qualifying for an RP-T.

Ideally it should be planned in advance to ensure all requirements are met.

We've divided the required documents by main applicant and their various dependants.

This includes legal spouses, children, or legally adopted children under 18 years old.

This includes common law spouses, parents, parents-in-laws, children, or legally adopted children between 18 ? 24 years old.

Keep in mind additional supporting documents may be requested by the RP-T panel.

First time hearing about Malaysian Dependents and Social Visit Passes?

Take a look at our detailed guides on these topics here:

The application must be submitted by the applicant, and can be done via the MyExpats portal.

In general, it takes 21 working days for the RP-T application to be processed with complete documents and 10 working days for a notification to be sent on application status.

Once you've received Stage 1 approval for your RP-T, you have six months to reduce your existing Employment Pass to a maximum validity of 30 days (please consult with your employer).

With your pass duly shortened, time to proceed with the online endorsement submission, also via the MyExpats portal.

If application is successful, the pass will be processed in 7 working days and delivered to applicants within 2 workign days for Klang Valley addresses and 3 working days for addresses in all other states.

In total, a typical RP-T application will take up to a month, including gathering and certifying of necessary documents.

Here is a cost breakdown for a single main applicant.

If you are planning to bring a legal spouse or other dependents, these figures can effectively be multiplied according to the number of individuals.

This doesn't account for various miscellaneous fees, such as Entry Visa fees which vary between countries.

MISHU's team is experienced in helping applicants prepare for their Residence Pass-Talent application. We would be happy to sit down with you and understand your needs ? check out our Employment Pass services and let us know if you'd like help!

In my opinion you have misled.

Hi,

We take accuracy of our content very seriously ? could you specify which part is inaccurate?

Many thanks, The MISHU Editorial team

Hi,

Any specific requirements for local sponsor ?

Thanks

Rgds

Hi Fauzi,

Thanks for getting in touch.

We reached out to our employment pass expert regarding your inquiry,
and here's their response:

1. In the context of a LTVSP / Spouse Visa, a sponsor is similar to a guarantor. 2. The sponsor must be a Malaysian citizen and a sibling or relative. 3. The sponsor must have a minimum personal income of RM2K.

Let us know if you need further assistance or clarification on this matter.

Best regards, The MISHU Editorial Team

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CA SDN BHD (202101003460 (1403758--P)) MISHU CONSULTING SDN BHD
(202101025051 (1425351--U)) MISHU HR & TRAINING SDN BHD (202301013282
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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien
mempunyai pengalaman positif mengurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami
akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya
meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang
yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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LLP ?????????????????????? SSM ?????????????????? ??????????????????

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund ? no questions asked.

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There?s absolutely no risk! Take our commitment and try us out.

We're always on the lookout for Great Talent!

What we mean by that is highly talented, well-educated, hardworking, innovative, entrepreneurial and motivated people. Integrity and honesty are important attributes that we expect our people to have.

We look out for our people, and our people look out for your business.

Our work ethic revolves around our core values: openness, responsibility, efficiency, and always being performance-driven.

Anyone who demonstrates these values, regardless of background and gender, will always be welcome at MISHU. Oh, and we have a pretty damn good coffee machine, too. Slrrrrp!

Never fear paper cuts or office stapler accidents; when it comes to your health and well-being, we leave nothing to chance.

Never fear paper cuts or office stapler accidents; when it comes to your health and well-being, we leave nothing to chance.

We value good work and integrity.

We value good work and integrity.

Work from the office, work from home, work from Jupiter, just get work done on time and up to standards.

Work from the office, work from home, work from Jupiter, just get work done on time and up to standards.

Whether you aim to be a jack of all trades or a master of one, you'll find ample room for you to stretch your wings here.

Whether you aim to be a jack of all trades or a master of one, you'll find ample room for you to stretch your wings here.

Periodic learning sessions from experts and free meals!

Periodic learning sessions from experts and free meals!

Claims for professional certification examination fees

Claims for professional certification examination fees

Provision of laptop and phone for work purpose

Provision of laptop and phone for work purpose

Claims for parking, travelling and medical allowances

Claims for parking, travelling and medical allowances

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Effective Date: 1 September 2023

A. INTRODUCTION

Welcome to MISHU Group, where our foundation rests on a Client-Centric culture. We aim to be the leading digital business consultancy firm for SMEs in Malaysia, helping them to achieve sustainable growth and success through innovative solutions and expert guidance.

With a dedicated team of passionate and knowledgeable professionals, we specialize in delivering exceptional digital business consultancy services. Our Client Service Charter (?Charter?) outlines our unwavering commitment to providing top-notch customer service that assists our clients in starting, building, and growing their businesses through our corporate services digitally.

This Charter serves as an informative guide and does not establish any legally binding rights or obligations.

B. RESPONSE TIME We value your time and aim to respond promptly to your inquiries. Our response time commitments are as follows:

Within 4 working hours on a business day

If received after 4pm on a business day, we will respond within the first 4 working hours on the next business day

Straightforward case (1-3 local directors/shareholders): Within 3

business daysOther than straightforward case: Within 7 business days

Registration of a new Sdn Bhd/LLP company

* Subject to the SSM?s approval

* Provided we receive complete information from our client

Straightforward case: Within 3 business daysOther than straightforward

case: Within 7 business days

Registration of your business premise and/or signboard advertisement license in order to operate your business in. compliance with local regulations

- * Subject to the local authority's approval

- * Provided we receive complete information from our client

Business Day: Monday to Friday, excluding weekends (Saturday and Sunday) and public holidays

Working Hour: 9am to 6pm on Business Day

Estimated Document Delivery: We aim to process your requested documents within 3-5 business days upon receiving all the necessary information required for the preparation of the relevant documents

Our Response Time Means Our Internal Processing Time: Please note that the response time mentioned in this Charter are based on our internal processes and DOES NOT include any processing time taken by government authorities or our client or potential delays caused by government authorities or our client.

Please note that the response time may vary based on the complexity and nature of your inquiry. Our goal is to ensure that every inquiry, regardless of its urgency or complexity, receives the attention it deserves.

If you have any enquiries, concerns or comments, please get in touch with us at:

C. OUR COMMITMENT

Our dedication lies in offering reliable and cost-effective solutions that empower businesses to meet regulatory requirements. Our prime focus remains on delivering quality client service, aligning with our

four core values: passion, integrity, continuous improvement, and collaboration.

We are here to partner with you on your business journey, helping you at every step of the way.

D. SERVICE DELIVERY LEVELS

We are committed in upholding the following service delivery level:

E. CONTINUOUS IMPROVEMENT

We are dedicated to continuously improving our services. Your feedback is invaluable to us, and we encourage you to share your thoughts and suggestions. This helps us enhance our offerings and better meet your needs.

F. TRANSPARENT PRICING

Our pricing structure is transparent and free from hidden charges. You will receive a clear breakdown of the costs associated with our services.

G. CONCLUSION

We take pride in being your reliable partner for digital business consultancy services. Our Charter reflects our commitment to excellence, accuracy, and exceptional service delivery. We look forward to supporting your business and helping you achieve your goals.

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien
mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami
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Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya
meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang
yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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LLP ????????????????????????????? SSM ?????????????????????????????????????

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There?s absolutely no risk! Take our commitment and try us out.

Looking for us? We're right here!

Catch up with us using the form below, or email us directly. Whichever you prefer, we usually respond within 24-hours.

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tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada
kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

，我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于
New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM
或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

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There's absolutely no risk! Take our commitment and try us out.

Say goodbye to unstable network speeds, and hello to ultra-fast connections.

Transmission speeds up to 10x faster, in real-time, over wireless connections.

Transmission speeds up to 10x faster, in real-time, over wireless connections.

Eliminate all waiting time caused by network bottlenecks and instabilities.

Eliminate all waiting time caused by network bottlenecks and instabilities.

Robust networks capable of simultaneously supporting millions of devices.

Robust networks capable of simultaneously supporting millions of devices.

Go Digi 98

Go Digi 128

No, it must be a 5G-capable device that has been configured to support the 5G network. Most devices released in 2022 onwards are likely 5G-capable, but always check the manufacturer's specifications to be sure.

No, it must be a 5G-capable device that has been configured to support the 5G network. Most devices released in 2022 onwards are likely 5G-capable, but always check the manufacturer's specifications to be

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Depending on the subscription, the user may enjoy roaming in up to 8, 17, or 22 countries, full list as follows: Singapore, China, Thailand, Indonesia, Hong Kong, Taiwan, Brunei, Myanmar, Norway, Denmark, Sweden, Bulgaria, Hungary, Serbia & Montenegro, Bangladesh, Pakistan, Philippines, Cambodia, Vietnam, Laos, Australia

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Yes, add-on Internet passes may be purchased for RM5 (5GB), RM10 (15GB), and RM15 (30GB) at any time the monthly quota is exceeded.

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There are several advantages 5G has over 4G: ? 5G is significantly faster than 4G ? 5G has more capacity than 4G ? 5G has significantly lower latency than 4G ? 5G is a unified platform that is more capable than 4G

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Yes, it is. It must be a 5G-capable device that has been configured to support the 5G network.

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There?s absolutely no risk! Take our commitment and try us out.

All companies registered in Malaysia must keep proper books of accounts as required by law. Good bookkeeping facilitates day-to-day account maintenance and auditing of financial statements for the submission of annual returns. We offer a comprehensive range of accounting and bookkeeping services by licensed professionals for new and existing companies.

Accounts Setup

No. of transactions

Financial Statements

Document Repository

Cloud accounting software

Financial review

Tax consultation

Special offer on Payroll

Accounting services cover the range of functions needed to efficiently and transparently record and report a company's finances to statutory bodies and stakeholders. It includes but not limited to bookkeeping, statutory, internal and external audits, preparing tax returns, tracking assets, cash flow, expenses as well as revenues, assisting with payroll, producing financial records, preparing financial forecasts and budgets and providing consultation as and when

needed. While not mandatory, most business owners prefer to engage a third-party professional to handle their accounting work so that business owners can focus their attention on activities that directly generate revenue for their business. Keeping a good accounting practice helps business owners to make informed and data-driven decisions and can minimise unnecessary leakages and wastages.

Accounting services cover the range of functions needed to efficiently and transparently record and report a company's finances to statutory bodies and stakeholders. It includes but not limited to bookkeeping, statutory, internal and external audits, preparing tax returns, tracking assets, cash flow, expenses as well as revenues, assisting with payroll, producing financial records, preparing financial forecasts and budgets and providing consultation as and when needed.

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Accounting refers to analysing, interpreting, classifying, summarising and reporting of financial data. Bookkeeping refers to comprehensive recording and safekeeping of financial data but it does not interpret or analyse such financial data.

Accounting refers to analysing, interpreting, classifying, summarising and reporting of financial data. Bookkeeping refers to comprehensive recording and safekeeping of financial data but it does not interpret

or analyse such financial data.

No, they are different. Here are some key differences: *accounting refers to the activities of maintaining and reporting of a company's financial records to provide a true and fair view of the financial statements; auditing refers to examination of such financial records prepared by the accounting process to verify its reliability, integrity and accuracy *accounting is done on a regular basis (daily, monthly or quarterly); auditing is usually done annually *accounting may be carried out by own employees or outsourced to a third-party accountant; auditing must be carried out by an independent body (e.g. audit firm) with no financial connection to the business that he is engaged to audit

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All public and private limited companies in Malaysia are subject to a mandatory audit each year. Sole proprietorships and partnerships are

not subject to a mandatory audit, but if they deal with large amount of money, they are encouraged to do annual audit to maintain credibility.

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Sole proprietorships and partnerships are not subject to a mandatory audit, but if they deal with large amount of money, they are encouraged to do annual audit to maintain credibility.

We would only offer plan that is value for money for you. *If you are a dormant company or your company does not have many transactions, you can subscribe to our one-off yearly accounting plan. *If your company is very active in business and has high volume of transactions (for e.g. more than 50 transactions per month), then we would recommend you to subscribe to our monthly or quarterly accounting plan. Accounting and bookkeeping services usually start from RM500 and may go up to RM1,500 or RM2,000 per month depending on the nature of business and volume of monthly transactions.

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Accounting and bookkeeping services usually start from RM500 and may go up to RM1,500 or RM2,000 per month depending on the nature of business and volume of monthly transactions.

Yes, as part of our incorporation package, we offer a complimentary session on accounting consultation. Our accountant can walk you through the process and guide you accordingly.

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Our chartered accountants are members of Malaysian Institute of Accountants (MIA) who are legally qualified and well-trained to offer accounting services.

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You must submit your company's annual tax returns no later than eight (8) months past your company's financial year end. For e.g. if the financial year end falls on 31 December 2022, the filing period will be until 31 August 2023.

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Basically, you just need to assist us on understanding your industry and business model at the beginning stage. After that you only need to

compile all the relevant supporting documents, invoices and receipts and pass to us (whether in physical or electronic copy). We will take care of the rest.

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Yes, you can keep using it and if you need us to prepare accounting report using your software, you must grant access for us.

Yes, you can keep using it and if you need us to prepare accounting report using your software, you must grant access for us.

Yes, we work with some of the best accounting software in the market that is customised for the Malaysian market and complied with the standards and regulations prescribed by law.

Yes, we work with some of the best accounting software in the market that is customised for the Malaysian market and complied with the standards and regulations prescribed by law.

Contact us via or call +6011-12037291

Error: Contact form not found.

By submitting this form, you confirm that you have read, agreed and consent to the collection and processing of all personal data you have provided in accordance with MISHU Privacy Policy and the data you have provided is accurate and correct.

E-MAIL: yPHONE: +6011-12037291ADDRESS: Bukit Jalil

Office A-3-3, Aurora Place, Plaza Bukit Jalil, No.1, Persiaran Jalil
1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan
Kerinci, 59200 Kuala Lumpur

Employment Pass Corporate Insurance Government Grants &
Incentives Corporate Training HR Consulting Employees Performance Reward
Business Terms Privacy Policy Terms of Use Refund Policy
Anti-Bribery & Corruption Policy | Anti-Money Laundering Policy
| Client Service Charter | Anti-Sexual Harassment Policy | Anti-IP
Theft Policy

MISHU Group of Companies MISHU SDN BHD (202001002122 (1358441-X)) MISHU
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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien
mempunyai pengalaman positif mengurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami

akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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???????????? ? ?????? ????????????????? New Sdn Bhd ? New LLP ???

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Having your company incorporated in Malaysia does not mean that you have the right to commence your business right away. Depending on the nature of your business, you may need to obtain the requisite licenses, consents, permits, registrations and/or authorisations from the relevant governmental, statutory, or regulatory bodies, authorities or agencies before you are permitted to run your business. Did you know? There are more than 300 types of business licenses in Malaysia and we can assist you to apply for these licenses.

What it is: Permission from the Local Authorities (Pihak Berkuasa Tempatan) for a business to operate on physical premises within the jurisdiction of said authority. To be displayed on the premises at all times. There are some of the samples.

There are different types of business premise license in Malaysia. The business premise license that your business requires will depend on the nature of your business.

For certain types of business activities that are not as straightforward, the relevant town council will assess and determine whether a business falls under the relevant license category where an application has been made.

Certain businesses are also required to obtain supporting documents from the appropriate ministry and/or other relevant governmental body before it is permitted to make an application for the business premise license.

These are some the most common and straightforward business premise

licenses in Malaysia

Office License

Pejabat Urusan

Shoe Store License

Kedai Kasut

Flower Shop License

Kedai Bunga

Barber Shop License

Kedai Gunting Rambut

F&B Restaurant

License

Kedai Makanan

Place To Submit The Application

The application for the business premise license is to be made to the relevant town council where your premises is located.

To determine which town council has an authority over your premises, you are advised to provide us with a copy of an Assessment Receipt (Cukai Taksiran/Pintu) issued by the town council in respect of your premises.

While your address may indicate that your premises is located in Kuala Lumpur, the town council regulating your premises may not necessary be Dewan Bandaraya Kuala Lumpur (DBKL), but rather, it could be other local authority.

What you need to know

1. There are different types of Business Premise Licenses in Malaysia, and the specific license you need depends on the nature of your business.

2. For certain business activities that are more tightly regulated, the Local Authorities will assess and determine whether a business falls under the license category applied for.

3. Certain businesses are required to obtain supporting documents from the relevant Government Ministry and/or other relevant regulatory bodies before it is permitted to apply for a Business Premise License.

4. The fees for a Business Premise License will depend on the nature of a business as well as the floor area of the premises (for certain businesses).

5. Business Premise Licenses are typically valid for one (1) year from the date of approval/renewal. Such license can be renewed every year by just paying the prescribed renewal fee.

Fees Payable to

Local Authority

The fees payable to

the local authority for the business premise license will also depend on the nature of your business, and for certain businesses, it will also be subject to the floor area of the premises.

License Period

Typically, a business

license granted by the local authority is valid for a period of one (1) year from the date of application approval/ renewal approval. Such license can be renewed every year by just paying the prescribed renewal fee.

We can help deal with the Local Authorities and secure the necessary licenses for business owners.

We Require The Following Documents From You:

1. A copy of complete set of SSM documents
2. A copy of the Sale and Purchase Agreement OR Tenancy Agreement
3. A copy of the applicant's identity card OR passport photo
4. A copy of your office layout plan
5. Photographs of the business premises
6. A copy of the Certificate of Completion and Compliance (CCC) OR Certificate of Fitness (CF)
7. Quit Rent (Cukai Tanah) and Assessment (Cukai Taksiran/ Pintu) receipts
8. A copy of the Fire Department's support letter/ Bomba Certificate
9. Photographs of the outer part of your premises showing where the signboard will be displayed
10. A colour visual of the signboard indicating design, colours and physical measurement

MISHU Has Wealth Of Experience Applying The Following Licenses:

What it is: Permission from the Local Authorities (Pihak Berkuasa Tempatan) for a business to display a signboard outside its premises

or kiosk (such as in a mall). We normally encourage our clients to apply for business premise and signage advertisement license together to save costs. It is also to be noted that certain town councils have made it mandatory to apply for both business and signage advertisement license at the same time.

What you need to know

1. The nature of your business must be clearly stated on the signboard in Malay language (Bahasa Malaysia), together with your company name and business license number.
2. The Malay language (Bahasa Malaysia) portion to be displayed must be approved by the Institute of Language and Literature (Dewan Bahasa dan Pustaka). It typically takes about one (1) to three (3) days to obtain the approval from the Institute.
3. The signboard must not be mounted over any glass structure, window, façade or obstruct any view or walkway.
4. Any visuals related to alcoholic beverages, cigarettes, and indecent acts are prohibited.
5. Signage Advertisement Licenses are typically valid for one (1) year from the date of approval/renewal. Such license can be renewed every year by just paying the prescribed renewal fee.

The nature of your business must be clearly set out in Malay Language (Bahasa Malaysia) on the signboard, together with your company name

and business license number.

Further, for the town council to approve the placement of the signboard on your premises, you must also ensure that the signboard will not be mounted over any glass structure, window, façade or obstruct any view or walkway.

Any visuals related to alcoholic beverages, cigarettes, indecent photographs are also prohibited to be displayed on the signboard.

Sample:

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renewal approval. Such license can be renewed every year by just paying the prescribed renewal fee.

At a high level, there are three (3) types: *General business licenses applicable to most businesses *Industry-specific licenses *Activity-specific licenses that cover two or more industries

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*General business licenses applicable to most businesses

*Industry-specific licenses

*Activity-specific licenses that cover two or more industries

That would be general business licenses, which consist of a Business Premise License allowing a business to operate on a physical premise within a certain jurisdiction, and a Signboard License, permitting a business to display a signboard outside its premises or kiosk.

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It depends, though on average most businesses should be able to secure their necessary licenses within 14 days.

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A composite license typically starts from RM650, but an accurate estimate depends on business details including geographic location and premise size. For a tailored estimate, get in touch!

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premise size. For a tailored estimate, get in touch!

Our team is experienced with the details and nuances surrounding applying for and securing various business licenses in Malaysia. By engaging us, the application process is completed significantly faster, allowing business owners to begin operating sooner. In short, whatever you need, we can get it for you much faster.

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General licenses are issued by the local authority of a certain area, while activity and industry-specific licences are issued by the relevant government ministry.

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No, but the business licenses are needed to operate legally.

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You may run the risk of getting fine and compound by the local authorities. Certain licenses may even impose jail punishment for non-compliance.

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Contact us via or call +6011-12037291

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Kerinch,59200 Kuala Lumpur

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Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Look no further than MISHU! Our streamlined process simplifies the intricacies of company incorporation in Malaysia for foreign entrepreneurs and existing business owners.

With just a few clicks, fill out our form and select the desired services, be it a company registration service or the incorporation of a company in Malaysia. We' ll handle the rest, delivering your company registration in 3-5 business days. Don' t let the complexities of company incorporation and registration hold you back from pursuing your business goals.

Find out more about what company incorporation is, its advantages, and its processes [here](#).

Registering with the Companies Commission of Malaysia is mandatory to operate a business in Malaysia legally. The Suruhanjaya Syarikat Malaysia (SSM) is the government agency responsible for regulating businesses in the country.

The registration process involves selecting one of three categories: Registration of Business (ROB), Registration of Company (ROC), or Limited Liability Partnership (LLP). Each category has different legal requirements, liability implications, and taxation considerations.

Our experienced team at MISHU offers expert guidance on how to set up a new company in Malaysia and the processes to help businesses select the appropriate business entity. Choosing the correct entity is crucial as it determines the company's liability, tax obligations, and legal requirements.

MISHU understands the importance of this decision and is here to assist you in making an informed choice. Check out our company incorporation article to learn more about the registration process and get help registering your business entity.

Setting up an Sdn Bhd (private limited company) in Malaysia involves several steps. Below is an overview of the process:

A Sdn Bhd registration in Malaysia can be a complex process, and it is advisable to seek professional assistance to ensure everything is done correctly. Contact us today to learn more about how we can help you get started!

Non-Malaysians may need to provide higher amounts depending on circumstances.

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Non-Malaysians intending to own businesses in certain industries may need a local shareholder.

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Must be at least eighteen (18) years old, living in Malaysia, and cannot be a bankrupt or convicted of a felony within the past five (5) years.

Must be at least eighteen (18) years old, living in Malaysia, and cannot be a bankrupt or convicted of a felony within the past five (5) years.

Non-Malaysians without residing in Malaysia must appoint a local nominee director.

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Must be licensed by SSM or be a member of a prescribed professional body.

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Standard practice is to use the Company Secretary office as the registered office.

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office as the registered office.

Inclusive of RM1,010 SSM Registration Fees

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Inclusive of RM1,010 SSM Registration Fees

I thought incorporating a company was complicated, with MISHU's help, it makes this process so easy.

A heartwarming company secretary, fast response and friendly. Really appreciate that Mr Alex being so helpful

If you guys want to start your own company, Mr Alex and his team will absolutely do their best to help. All the SSM things will be settled, paperless service plus good rapport and customer services. Thank you so much

I had a pleasant journey with MISHU in incorporating my new company. For a newbie like me, they are patient to answer all my questions. Good customer service. Thanks a lot for this experience. For sure will be using your service in the future.

What you need to prepare in order to setup your
SDN BHD (private limited company) in Malaysia

For more information about company incorporation
in Malaysia, check out our FAQs section. Below, we
answer common questions about the process,
requirements, and other vital aspects to help you
make informed decisions about your business.

You need a resident director/shareholder, a local
residential address and a minimum paid-up capital
of RM1.00 (though some situations may require
more).

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residential address and a minimum paid-up capital
of RM1.00 (though some situations may require
more).

If all submissions are in order, it takes 3-5
business days. Note that missing details, however
minor, often lead to delays, which is why it's
important to compile all relevant information
before filing documents.

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business days. Note that missing details, however minor, often lead to delays, which is why it's important to compile all relevant information before filing documents.

Yes and no. Incorporation can be done without a business address, but one will be needed later to secure the necessary operating licenses post-incorporation. To save time, incorporate now so that by the time you do have a business address, you're not starting from square one.

Yes and no. Incorporation can be done without a business address, but one will be needed later to secure the necessary operating licenses post-incorporation. To save time, incorporate now so that by the time you do have a business address, you're not starting from square one.

A company seal is a physical stamp with the company's details used to show acknowledgement and approval of any official documents. Under the Companies Act 2016, a company seal is not required unless company asks for it.

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Minimum one (1) and maximum fifty (50)

shareholders.

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shareholders.

Yes. Anyone 18 years old and above (local or

foreign) can be a director of the company so long

as they fulfil the requirements under the

Companies Act 2016.

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foreign) can be a director of the company so long

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Companies Act 2016.

Directors ensure the soundness of short and long-

term business operations, and must at all times

exercise care, skill, and diligence in the

execution of their powers for the company's best

interests. They must avoid conflicts of interests

where they leverage their position to directly or

indirectly benefit themselves, their relations or

any party other than the company, [Learn more here](#).

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where they leverage their position to directly or

indirectly benefit themselves, their relations or any party other than the company, [Learn more here](#).

Shareholders are not exposed to personal risks and their liabilities are limited by share ownership.

In other words, under normal circumstances, shareholders cannot lose more than the amount they have invested in shares.

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Yes. Shareholders may sell or transfer shares to any party so long the buyer can afford the purchase price and the transaction is compliant with the Company Constitution or Shareholders' Agreement (if any).

Yes. Shareholders may sell or transfer shares to any party so long the buyer can afford the purchase price and the transaction is compliant with the Company Constitution or Shareholders' Agreement (if any).

The standard corporate tax rate on chargeable income is 24%. For small and medium-sized companies (i.e. paid-up capital of less than RM2.5 million and annual sales of less than RM50

million), the corporate tax rate is 17% on the first RM600,000, and 24% on any amount thereafter.

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Yes. Companies set up in Malaysia are required to set up a bank account, in which they deposit their minimum share capital to formalise the setup process. MISHU can assist with the bank account opening process.

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Contact us via or call

+6011-12037291

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agar semua klien mempunyai pengalaman positif

berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

30

，我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于 New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM 或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

We are committed to providing excellent customer service to ensure you have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we are directly responsible for, simply email us at within 30 days from your payment date and we will provide a full refund – no

questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There' s absolutely no risk! Take our commitment and try us out.

MISHU's digital company secretary service is provided by qualified secretaries who are well versed with company law and procedure. As your company secretary, we will help you to prepare resolutions, attend board and shareholders' meeting (physically or digitally), record meeting minutes, track filing deadlines and attend to your specific business needs.

There's no completely replacing the human element yet when it comes to providing adequate company secretarial support. No worries, our company secretaries will still attend to you if you need to communicate with them physically.

Essential Secretarial Services + pay-as-you-use for add-ons

All-Inclusive Secretarial Services For Established Businesses

WHAT IS NOT INCLUDED

Setting up a company has never been more convenient and accessible! A big thanks to the company secretary team who are able to get things done quickly.

Professional service, clear explanation & prompt feedback within the same day for all company secretary related queries. Just completed my annual return, all done seamlessly online, zero paperwork, just love it. Highly recommended for any startup company looking for one stop company secretary service at affordable price.

MISHU's service has been nothing but great. Quick, efficient and proactive, they are game changer in their field of industry setting a first class example of what digital company secretary service should be.

An officer appointed by the director(s) and entrusted to ensure the

business conducts itself in compliance with various statutory and regulatory requirements. Under Malaysian law, every company must appoint a Company Secretary and cannot remain without one for more than thirty (30) days.

An officer appointed by the director(s) and entrusted to ensure the business conducts itself in compliance with various statutory and regulatory requirements. Under Malaysian law, every company must appoint a Company Secretary and cannot remain without one for more than thirty (30) days.

Outsourcing allows SMEs to enjoy top expertise at competitive rates. They save on salaries, associated taxes, and benefits, all without compromising on quality of service

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For starters, having an appointed Company Secretary is mandatory for all companies in Malaysia. However, there are definitely peak times when a business heavily relies on secretarial services and vice versa. Having a Company Secretary on retainer gives you the most cost-effective solution.

For starters, having an appointed Company Secretary is mandatory for all companies in Malaysia. However, there are definitely peak times when a business heavily relies on secretarial services and vice versa. Having a Company Secretary on retainer gives you the most cost-effective solution.

Yes! There should not be a minimum lock-in period because the law

allows the board to appoint a new Company Secretary at any time.

Yes! There should not be a minimum lock-in period because the law

allows the board to appoint a new Company Secretary at any time.

They record and notify SSM of any changes (or lack thereof) in key company details. A Company Secretary also maintains company books, prepares meeting minutes and drafts official communications between the company and shareholders.

They record and notify SSM of any changes (or lack thereof) in key company details. A Company Secretary also maintains company books, prepares meeting minutes and drafts official communications between the company and shareholders.

While Company Secretaries possess diverse skill sets, tasks such as accounting, legal counsel and taxation are not technically their responsibility, and should each be delegated to their respective professionals. That being said, there is no harm in asking politely!

While Company Secretaries possess diverse skill sets, tasks such as accounting, legal counsel and taxation are not technically their responsibility, and should each be delegated to their respective professionals. That being said, there is no harm in asking politely!

Company Secretaries record and lodge any changes in key company details requiring notification of SSM in the relevant forms and within the required time period.

Company Secretaries record and lodge any changes in key company details requiring notification of SSM in the relevant forms and within the required time period.

Company Secretaries advise the Board on relevant dates for holding

annual general meetings, filing annual returns and financial statements, and any other submissions required to stay compliant with the law.

Company Secretaries advise the Board on relevant dates for holding annual general meetings, filing annual returns and financial statements, and any other submissions required to stay compliant with the law.

Company Secretaries ensure that board, general and extraordinary general meetings are carried out smoothly and in compliance with any binding agreements such as the Company Constitution and Shareholders' Agreement.

Company Secretaries ensure that board, general and extraordinary general meetings are carried out smoothly and in compliance with any binding agreements such as the Company Constitution and Shareholders' Agreement.

Company Secretaries ensure the company complies with its constitution and draft/incorporate amendments in accordance with correct procedures.

Company Secretaries ensure the company complies with its constitution and draft/incorporate amendments in accordance with correct procedures.

Company Secretaries maintain up-to-date records on all matters related to company share structure and membership, and keep the company seal and original share certificates in safe custody.

Company Secretaries maintain up-to-date records on all matters related to company share structure and membership, and keep the company seal

and original share certificates in safe custody.

Company Secretaries issue circular resolutions and documents to keep shareholders updated, and monitor changes to share structure to identify potential takeover bids, ultimate beneficial ownership of shareholdings, and general shareholder relations.

Company Secretaries issue circular resolutions and documents to keep shareholders updated, and monitor changes to share structure to identify potential takeover bids, ultimate beneficial ownership of shareholdings, and general shareholder relations.

Company Secretaries advise the Board on proper corporate governance matters, helping directors fulfil their duties and enforcing compliance with company and securities laws.

Company Secretaries advise the Board on proper corporate governance matters, helping directors fulfil their duties and enforcing compliance with company and securities laws.

Company Secretaries act as the primary point of contact between shareholders and director(s), and between the company and SSM. They play key roles in corporate exercises (merger, acquisition, disposal, winding up, etc), where they advise on and verify the integrity of all documentation and procedures.

Company Secretaries act as the primary point of contact between shareholders and director(s), and between the company and SSM. They play key roles in corporate exercises (merger, acquisition, disposal, winding up, etc), where they advise on and verify the integrity of all documentation and procedures.

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KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan

Kerinci, 59200 Kuala Lumpur

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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien

mempunyai pengalaman positif mengurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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There?s absolutely no risk! Take our commitment and try us out.

Not every banking plan is created equal. Our team is ready to advise you on the best choice for your business needs. We've partnered with banking institutions that offer secure and convenient digital banking services in addition to excellent customer service. They can even offer door-step service to help you set up your 1st bank account!

A corporate account helps build trust among shareholders, investors, customers and suppliers. Some parties refuse to do business with a company without a corporate account.

A corporate account helps build trust among shareholders, investors, customers and suppliers. Some parties refuse to do business with a company without a corporate account.

A corporate account keeps the company's funds and assets separate from the business owner's, offering the latter full liability protection of personal assets.

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A corporate account provides business owners and directors with a clear snapshot of the company's financial standing, allowing them to plan ahead.

A corporate account provides business owners and directors with a clear snapshot of the company's financial standing, allowing them to plan ahead.

A corporate account allows the company to easily invest any excess funds into bonds, stocks, and other assets. Corporate accounts also come with overdraft facilities to help businesses that need short-term cash injections.

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Effectively, yes. While not a legal requirement, the benefits offered by a corporate bank account and the severe limitations of not having one means that a company cannot operate effectively without one.

Effectively, yes. While not a legal requirement, the benefits offered by a corporate bank account and the severe limitations of not having one means that a company cannot operate effectively without one.

Anywhere from 2 ? 3 weeks for standard cases, though it can go up to several months if it involves complex situation. MISHU?s experienced team can help solve any issues that could otherwise delay your account opening.

*Company Constitution *Resolution from the Board of Directors to open the account with complete list of authorised signatories *Certificate of incorporation (section 17) *Return of allotment of shares (section 78) *List of directors (section 58) *Registered office address (section 46) As part of MISHU?s incorporation package, our team can compile and provide all the relevant documentation to help you open your account.

Absolutely. However, certain banks may require you to perform some additional KYC checks and need you to nominate a local representative to handle the paperwork.

Absolutely. However, certain banks may require you to perform some additional KYC checks and need you to nominate a local representative to handle the paperwork.

It is a feature where the bank sends their relationship manager to come and meet you physically at your office/home for account opening, form signing and KYC checks.

It is a feature where the bank sends their relationship manager to come and meet you physically at your office/home for account opening, form signing and KYC checks.

It varies from bank to bank, though the average starting amount is usually RM1,000.

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While not as necessary, having a separate bank account for business funds provides sole proprietorships and partnerships with the same benefits as companies, and it is therefore highly advisable for these businesses to create one as well.

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There?s absolutely no risk! Take our commitment and try us out.

Safeguard your company, directors and employees from the unexpected with our comprehensive insurance protection plans.

Be safe in the knowledge you are protected from income loss due to negligence, theft or natural disasters.

Be safe in the knowledge you are protected from income loss due to negligence, theft or natural disasters.

Ensure the health and wellbeing of your most valuable asset - people.

Ensure the health and wellbeing of your most valuable asset - people.

Demonstrate your organisation's financial stability to potential clients and partners.

Demonstrate your organisation's financial stability to potential clients and partners.

What does it do and why do I need it?

An employee benefit insurance plan is a group insurance program purchased by a company to provide a more robust healthcare and protection plan for their employees, and is meant to address any gaps in an employee's Social Security (SOCSO) plan required by the Government.

Undeniably, it is also a tremendous gesture of goodwill towards employees and plays a key role in attracting and retaining talent.

Important for:

ANY business with 5 and more employees.

What does it do and why do I need it?

Professional Indemnity insurance provides protection from costs of legal proceedings and damages owed to clients that suffer financial loss due to negligence or error on the part of the business owner or its employees.

Even the best-performing employees have occasional slip-ups that could have serious financial repercussions for clients. Having professional indemnity protects businesses, employees, clients, and the trust between all three.

Important for:

ANY business that deals in professional consulting, data governance, subcontracting, and especially for those that deal with high-value projects/clients.

What does it do and why do I need it?

Product liability mitigates the financial impact of lawsuits and legal proceedings due to accidents from using products sold by your business.

Even after taking every measure to ensure your products meet industry standards, nothing is ever 100% accident-proof. Product liability insurance provides your business with coverage for bodily and property damage in such events.

Important for:

ANY business that sells products that may contain defects or cause harm to users or the public (for e.g. electronic items, electrical products)

What does it do and why do I need it?

Key person insurance is a life insurance policy purchased and financed

by the business, and which covers the life of an owner, executive, or any individual critical to the business. In the event of the owner's death or permanent disability, the business receives financial aid for potential income lost.

Businesses with key revenue earners understand the impact that just a few people can have on the cashflow of the entire company. Should anything happen to these star-performers, it would be wise to have a financial safety net to allow time for worthy successors to be found.

Important for:

ANY business with high-revenue earners, especially those that frequently travel or visit remote locations as part of their work (for e.g. CEO, CFO, COO, Managing Partner)

What does it do and why do I need it?

General liability insurance protects businesses from a wide variety of lawsuits due to third-party (cannot belong to business) bodily or property damages in the course of business operations.

Accidents happen all the time, it's a matter of when. General liability insurance means your business is protected whenever that is, giving you peace of mind to run the business without being held back by fear.

Important for:

ANY business with client-facing premises (for e.g. restaurants, malls, theme parks, hotels, cafes, retail shops).

What does it do and why do I need it?

Property insurance protects the owner of a structure and its contents in cases of damage due to various weather-related disasters or

malicious actors ? and to third-parties who suffer bodily harm while on the owner's property.

Having the premises insured can provide a lifeline in the event of any temporary closure leading to loss of income, and any subsequent repair and/or replacement costs. It is one of the most common coverage options purchased by business owners.

Important for:

ANY businesses operating from a physical premise, especially if directly interacting with customers (for e.g. restaurants, malls, theme parks, hotels, cafes, retail shops).

Here are some key differences you should know

While both are provided by the employer, corporate insurance is an optional policy while employee's social security insurance (via SOCSO) is compulsory by law.

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Corporate insurance protects the business entity, directors as well as employees, while SOCSO only protects employees and it is only claimable for certain unfortunate incidents. This layer of security is sometimes also a requirement for certain partnerships and ventures that involve higher risk.

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that involve higher risk.

There is no minimum number. Even if you have just one employee, protecting your most valuable asset should always be a priority.

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Generally, employee benefits insurance is the most suitable for employees, though you might want to consider more comprehensive protection, including life, keyman, car, travel or medical insurance.

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As every business operates under slightly different circumstances, it would be best to get in touch with us so our team of advisors can put together a customised plan for you.

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The monthly commitment is based on the subscribed plan and any exceptional circumstances.

The monthly commitment is based on the subscribed plan and any exceptional circumstances.

No, but we have a very close working relationship with our insurance partners, so let us know if you need anything the moment something comes up and we'll connect you. Remember that it's important to act quickly in such cases to preserve fresh evidence and process claim faster for you.

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There?s absolutely no risk! Take our commitment and try us out.

Train, upskill, and manage your employees with our suite of Training and Development solutions that develop competencies and skills across the organisation to build high-performing teams.

Any organisation that values its talent provides learning opportunities to help employees optimise their performance and build worthwhile careers.

Learning opportunities that align with clear career path objectives are a fantastic way to demonstrate commitment to employees. MISHU helps leadership teams strategically and systematically align learning opportunities to upskill and reskill employees to achieve company objectives.

Another aspect to improving company performance is Performance Management in which MISHU helps organisations understand how to observe, appraise, and provide solutions to individual employee performance that contributes to overall team achievement and ultimately, company results.

We design custom learning & development systems for the whole organisation to grow their employees' knowledge and skills

We provide training programs that build leadership abilities, such as introductions to leadership styles and concepts.

We provide training programs that build leadership abilities, such as introductions to leadership styles and concepts.

We provide training programs such as problem-solving and critical

thinking that advance your managers? skills to the next level.

We provide training programs such as problem-solving and critical thinking that advance your managers? skills to the next level.

We guide the leadership team in building goals and setting KPIs for the organisation.

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We assess and build competency profiles for the various roles in the organisation. This helps provide targetted training to grow specific performance.

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Many retail businesses are run by professionals who lack business savvy. We provide business skills to train and develop retail managers.

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We provide training programs to build essential skills for supervisors in your organisation.

We provide training programs to build essential skills for supervisors

in your organisation.

We help organisations fully leverage their Learning Management Systems to maximise talent development and productivity.

We help organisations fully leverage their Learning Management Systems to maximise talent development and productivity.

We provide consultation and training on how to build appraisal systems, manage team performance and maintain proper performance feedback cycles for optimum performance.

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Employee development and training refers to the process of providing employees with the knowledge, skills, and abilities they need to perform their jobs effectively and to develop their careers within an organisation. By investing in the skills and knowledge of your workforce, you can enhance their job satisfaction and engagement, reduce turnover rates, and improve overall business performance.

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Key skills for supervisors and managers include leadership, people

management, organisation and planning, delegation, building high-performing teams, and coaching employees.

Key skills for supervisors and managers include leadership, people management, organisation and planning, delegation, building high-performing teams, and coaching employees.

Mishu does job role analysis and can recommend the key competencies to fit the specific role requirements.

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The effectiveness of any training program is dependent on the opportunities for participants to practice what they have learned in the workplace. Participants take home a Post Class Action Plan to execute with the help of their managers to ensure they can apply what they have learned.

The effectiveness of any training program is dependent on the opportunities for participants to practice what they have learned in the workplace. Participants take home a Post Class Action Plan to execute with the help of their managers to ensure they can apply what they have learned.

MISHU believes the keys to employee performance management are specific measurable goals and action plans that are supported by a well-defined appraisal process. Best practices include observable measures, a clear communication process, and employee motivation & engagement systems.

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well-defined appraisal process. Best practices include observable measures, a clear communication process, and employee motivation & engagement systems.

Mishu works with the relevant competencies based on employee job scopes and also reviews the training programs relevant to their respective departments. Our consultants will design a holistic learning path for the whole company and recommend training classes.

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Building leaders is an important aspect of any business. There are basic competencies that all leaders should develop. MISHU offers a Leadership Path program that provides your leaders with the relevant training.

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Our services are reasonably priced and tailored to your organisation's needs. Contact us for more information.

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Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di dalam masa 30 hari dari tarikh pembayaran dan kami akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

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However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

Entrepreneurs, take a look around and ask yourself: Are my employees demotivated?

You're not sure? What if I tell you there's an app that can help you track your employees well being??

Want to know more? If you incorporate with us, you will get a FREE 2-HOUR webinar session that is worth RM2088 to understand and motivate your employees.

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Employment Pass Corporate Insurance Government Grants &

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There?s absolutely no risk! Take our commitment and try us out.

Do you want to register an employment pass for your staff in Malaysia?

Look no further! We provide services for employment pass and dependent pass applications for your employees, expatriates and their families.

Our services cover various employment passes, including Category 1, Category 2, and Category 3 Malaysia. We specialise in assisting with the employment pass application process, and we can help you apply within 4-6 months without the need to fly in. Contact us now for help with acquiring or switching your Malaysia employment pass.

Obtaining an employment pass in Malaysia can be complex and time-consuming, with strict requirements and restrictions in place. As an expatriate, you may only work for the company named in your employment pass, and if you change employers, you will need to re-submit a new application. Additionally, there are strict limitations on the number of foreign expatriates a Malaysian company can employ. To apply for an employment pass, your company must demonstrate to the government that the position and the expatriate are vital and cannot be filled by local citizens. At MISHU, we offer employment pass application services to assist expatriates and their families navigate the process.

To find out on how we can assist you with getting a Malaysian employment pass?

The Malaysia employment pass is a work visa that allows foreign nationals to legally live and work in Malaysia. It is issued to expatriates (usually managers, executives, and skilled professionals) employed by a Malaysian company.

To apply for a Malaysia employment pass, here are the general steps

you need to take: Check your eligibility: You must meet the eligibility criteria set by the Malaysian government for the employment pass category you are applying for. This includes having a valid job offer from a Malaysian company, meeting the minimum salary requirement, and possessing the necessary qualifications and experience. Submit your application: You can submit your application online through the Malaysia Expatriate Talent Service Centre (MYXpats Centre) portal or in person at the Malaysia Immigration Department. Wait for approval: The processing time for an employment pass application is typically around 4-6 months. You can examine the status of your application through the MYXpats Centre portal. Obtain your employment pass: Once your application is approved, you must collect your employment pass from the Malaysia Immigration Department within six months.

To apply for a Malaysia employment pass, here are the general steps you need to take:

Your employment pass is valid for a maximum of 10 years, depending on your category. To renew your employment pass, you must submit a new application and meet the eligibility criteria again.

Your employment pass is valid for a maximum of 10 years, depending on your category. To renew your employment pass, you must submit a new application and meet the eligibility criteria again.

To change employers, you must re-apply for a new employment pass. Your new employer will need to sponsor your application and meet the eligibility criteria set by the Malaysian government.

To change employers, you must re-apply for a new employment pass. Your new employer will need to sponsor your application and meet the

eligibility criteria set by the Malaysian government.

To ensure the process is done correctly, obtaining expert advice while applying for a Malaysian employment permit is essential because the process might be complicated. MISHU provides expats and their family members with thorough employment pass application services.

To apply for an employment pass category 1 (EP1) in Malaysia, you will need to meet the eligibility criteria set by the Malaysian government.

Here are the steps you can follow:

It is crucial to remember that the EP1 category has strict quotas and is only available to highly trained foreign workers. To ensure that your application is submitted accurately and per Malaysian immigration laws, it is advisable to get professional advice.

Expatriates may only work for the company named in the employment pass. If an employment pass holder changes employers, the holder will need to re-submit a new application for a new employment pass.

There are strict restrictions on the number of foreign expatriates a Malaysian company can employ. As such, the company that intends to hire foreign expatriates must showcase to the government that such foreign expatriates and the position are of vital importance and their jobs cannot be filled by local citizens.

A company must check to see if it is eligible to apply for an employment pass. The key requirements are outlined as follows:

The minimum requirements to apply for an expatriate post are as follows:

If the expatriate is only to act as a shareholder, these are the requirements:

Foreign nationals who are in Malaysia for employment or studying purposes are allowed to bring their family members with them through the Dependent Pass.

You can bring your dependents with you through a Dependent Pass if you are:

Holders of an Employment Pass Category 3, Temporary Employment Pass, or a Professional Visit Pass are NOT allowed to apply for a Dependent Pass for their family members. Student Pass holders who are in BA studies or lower, or in a language school are NOT allowed to apply for a Dependent Pass for their family members.

If you are an eligible Employment Pass holder, you can apply for a Dependent Pass for the following family members:

If you want to bring your common-law spouse (unmarried), dependent parents or parents-in-law, or children over 18, you must apply for the Long Term Social Visit Pass. If you are a Student Pass holder, you can apply for a Dependent Pass for the following family members:

Your family members will receive a Dependent Pass with the same duration as your own Employment Pass or Student Pass. It can be renewed in the same manner as well. Dependent Pass holders are NOT allowed to work in Malaysia. If your family member wants to start working, they must convert their Dependent Pass into an Employment Pass.

A Long Term Social Visit Pass is issued to foreign nationals who want to stay in Malaysia for a period longer than 6 months. It is issued to the family members of Employment Pass holders or spouses of Malaysian citizens as well as to foreigners who need to undergo medical

treatment in Malaysia.

The Long Term Social Visit Pass (sometimes also known as ?Spouse Visa?) is available to:

The Long Term Social Visit Pass is issued for a minimum of 6 months and a maximum of 5 years. It can be renewed before it expires.

Holders of Long Term Social Visit Pass are NOT allowed to work with a Long Term Social Visit Pass. If your family member wants to start working, they must convert their Long Term Social Visit Pass into an Employment Pass.

Spouses of Malaysian citizens can work in Malaysia without having to change their Long Term Social Visit Pass into an Employment Pass.

They have to get an endorsement to work in their passport by the Immigration Department of Malaysia.

To apply for the work endorsement, the spouse has to submit a letter of application along with the letter of appointment or company registration evidence, their marriage certificate and his valid Long Term Social Visit Pass to the Visa, Pass and Permit Division of the Immigration Headquarters or the nearest state Immigration office.

The Residence Pass Talent (RP-T) (sometimes also known as ?Talent Pass?) allows the holder to work in Malaysia for up to 10 years and it is renewable. The holder of RP-T has the flexibility to change employers without having to renew the Employment Pass every time he changes an employer. The spouse of RP-T holder can seek for employment without the need to apply for an Employment Pass.

The RP-T holder is allowed to bring along his spouse and children under 18 to come to Malaysia. If the RP-T holder wants to bring his

parents and children over 18 to come to Malaysia, he can help them to apply for a Long Term Social Visit Pass.

The RP-T is placed under the purview of Talent Corporation Malaysia Berhad and all applications will be processed by the Malaysia Expatriate Talent Service Centre (MYXpats Centre).

The RP-T is only issued to talented foreign expatriates who are currently living and working in Malaysia and fulfil the following criteria:

Foreign expatriates in the following industries, known as 'key economic areas', are more likely to receive a RP-T:

There is a special category of RP-T for MTEP under MDEC. This is only designed for established tech entrepreneur.

The Malaysia Tech Entrepreneur Programme (MTEP) is designed for foreign tech founders who want to capture the ASEAN market from Malaysia via a 1-year stay (new entrepreneur) or a 5-year stay (established entrepreneur) in Malaysia.

The application is to be made via MDEC and once MDEC approves, the Immigration Department will issue either a Professional Visit Pass or a Residence Pass. It is widely considered to be a fast-track route (within 6 weeks) compared to the ordinary Employment Pass route (which may take between 4-6 months). Also, there is no minimum paid up capital requirement (although we recommend that you should inject certain paid up capital to show seriousness in your business).

There are 2 categories:

New Entrepreneur (an individual with no track record of established business) Duration of pass: 1 year Type of pass: Professional Visit

Pass ? MTE Allowed to bring dependent: No

What happens after 1 year? Can apply to upgrade to Residence Pass ?

MTE (for Established Entrepreneur) or apply for the usual Employment Pass .

Established Entrepreneur (an individual with track record of established business) Duration of pass: up to 5 years Type of pass:

Residence Pass ? MTE Allowed to bring dependent: Yes

The Pass under the MTEP is only issued to foreign tech founders who fulfil the following criteria:

A Professional Visit Pass (PVP) is granted to foreign talents with acceptable professional qualifications or skills. They can enter the country and provide services or undergo practical training with a Malaysian company on behalf of an overseas company on a temporary basis. A PVP is valid for 12 months and can be renewed for another 12 months. A PVP holder is not allowed to bring a dependent along and he must be officially employed and paid by an overseas company.

You can work in Malaysia with a Professional Visit Pass if you fall under one of the following categories:

Applicants must earn a minimum salary of RM10,000 per month and above with a minimum employment contract of 5 years and beyond. This EP is valid up to 5 years, renewable every 5 years and applicants are allowed to bring dependents and hire a foreign domestic helper. This EP is usually for key positions such as CEOs, COOs, Managing Directors, Senior Partners, etc.

Applicants must earn a minimum salary of RM10,000 per month and above

with a minimum employment contract of 5 years and beyond. This EP is valid up to 5 years, renewable every 5 years and applicants are allowed to bring dependents and hire a foreign domestic helper. This EP is usually for key positions such as CEOs, COOs, Managing Directors, Senior Partners, etc.

Applicants must earn a minimum salary of RM5,000 to RM9,999 per month with a minimum employment contract of 2 years. This EP is valid up to 2 years, renewable every 2 years and applicants are allowed to bring dependents and hire a foreign domestic helper. This EP is usually for managerial and professional positions such as managers, lecturers, directors, architects, etc.

Applicants must earn a minimum salary of RM5,000 to RM9,999 per month with a minimum employment contract of 2 years. This EP is valid up to 2 years, renewable every 2 years and applicants are allowed to bring dependents and hire a foreign domestic helper.

This EP is usually for managerial and professional positions such as managers, lecturers, directors, architects, etc.

Applicants must earn a minimum salary of RM 3,000 to RM4,999 per month with a minimum employment contract not exceeding 12 months. This EP is renewable up to 2 times only and applicants are NOT allowed to bring dependents and hire a foreign domestic helper. This EP is usually for non-executive positions that require significant work experience and specific technical or practical skills such as designers (fashion, manufacturing, furniture), craftsmen, technicians,

engineers, etc.

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This EP is usually for non-executive positions that require significant work experience and specific technical or practical skills such as designers (fashion, manufacturing, furniture), craftsmen, technicians, engineers, etc.

MISHU is here to simplify the process for you. Our experts specialize in handling various employment pass categories, including the highly sought-after Employment Pass Category 1 in Malaysia.

Whether you're an expatriate seeking an expatriate visa in Malaysia or a business owner looking to understand the employment pass process, we are here to provide comprehensive support. We take pride in our proficiency with Malaysia employment pass requirements, ensuring a smooth and efficient application process.

Trust us as your guiding partner as you secure an employment pass in Malaysia. Our dedication to facilitating expat visas in Malaysia and expertly handling all employment pass matters sets us apart. Let MISHU streamline the path to your career or business endeavors in Malaysia.

The following sectors are restricted from applying for employment pass under the Guidelines on Foreign Participation in the Distributive Trade Services Malaysia:

Yes, all Sdn Bhd companies are allowed to apply for an EP, only those who fall under restricted sectors are prohibited. Kindly take note that

companies with or more than 51% foreign shareholding and operating in the Wholesale, Retail and Trade (WRT) sectors required to have the WRT license before they are entitled to apply for an EP. The following sectors are restricted from applying for employment pass under the Guidelines on Foreign Participation in the Distributive Trade Services Malaysia: Supermarket / mini market (less than 3,000 square sales floor area) Provision shop / general vendor Convenience store (that opens for business for 24 hours) News agent and miscellaneous goods store Medical hall (inclined towards traditional alternative medicines plus general dry foodstuff) Fuel station with convenience store Fuel station without convenience store Permanent wet market store Permanent pavement store National strategic interest Textile, restaurant (non exclusive), bistro, jewellery shops Others

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The following sectors are restricted from applying for employment pass under the Guidelines on Foreign Participation in the Distributive Trade Services Malaysia:

First of all, please ensure that your company can meet the requirements to apply for an Employment Pass which is required by the Immigration Department.

a. Minimum Paid Up Capital Requirement

EQUITY PAID-UP CAPITAL	100% Local Owned	Joint Venture (minimum
	RM250,000	

foreign equity is 30%)RM 350,000100% Foreign OwnedRM500,000Foreign-owned companies (foreign equity at 51% and above) operating in the Wholesale, Retail and Trade (WRT) sectors (mandatory requirement to submit valid WRT license, if applicable).Please refer to the Ministry of Domestic Trade and Consumer Affairs for WRT license application guidelines.ORForeign-owned companies (foreign equity at 51% and above) involved in the sub sectors on unregulated services are required to refer to the Services Industry Division, Ministry of Domestic Trade and Consumer Affairs on the application guideline to obtain approval.RM1,000,000

b. Types of Employment Pass and their respective requirements

Employment Pass(Category I)ExpatriateEmployment Pass(Category II)ExpatriateEmployment Pass(Category III)Knowledge/Skilled Worker	Basic monthly salary ofminimum RM10,000 per monthBasic monthly salary betweenRM5,000 to RM9,999 per monthBasic monthly salary betweenRM3,000 to RM4,999 per month	Employment Contractup to 5 yearsEmployment Contractup to 2 yearsEmployment Contract must not exceed 12 months	Dependants allowedDependants allowedDependants NOT allowed
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First of all, please ensure that your company can meet the requirements to apply for an Employment Pass which is required by the Immigration Department.

a. Minimum Paid Up Capital Requirement

b. Types of Employment Pass and their respective requirements

No, the Paid-Up Capital requirement is the minimum requirements fixed by the Immigration Department for companies who wish to apply for an Employment Pass.

No, the Paid-Up Capital requirement is the minimum requirements fixed by the Immigration Department for companies who wish to apply for an Employment Pass.

It very much depends on the qualifications of the applicants. We do have some guidelines for the minimum requirements to apply for an expatriate post, as following: Degree and above, with at least 3 years? experience in the relevant field; Diploma, with at least 5 years? experience in the relevant field; Technical Certificate or equivalent, with at least 7 years? experience in the relevant field; Applicant must work in a managerial, executive or technical position which requires specific skills; Applicant must meet the required salary requirements; and Applicant must not take up work in a sector which is considered restricted by the Government of Malaysia. If the expatriate is only to act as a shareholder, these are the requirements: Shareholder(s) must have a minimum of 30% equity in the company; and Must be a SSM-registered Director of the company and/or holds a key position in the company.

It very much depends on the qualifications of the applicants.

We do have some guidelines for the minimum requirements to apply for an expatriate post, as following:

If the expatriate is only to act as a shareholder, these are the

requirements:

No, there's no Business Owner Visa in Malaysia. For all directors or employees who wish to work in Malaysia, the only way is by applying for an Employment Pass.

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Yes, you can. As long as you can prove the sum of capital has been deposited to the bank account. But you may also take note on the accounting side, if withdrawing the capital means it will become the amount owing to the company by whoever receives the fund, e.g. amount owing by shareholder / director.

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But you may also take note on the accounting side, if withdrawing the capital means it will become the amount owing to the company by whoever receives the fund, e.g. amount owing by shareholder / director.

Normally the Immigration Department will approve a 1 year Employment Pass for new application. The applying company can renew the pass 3 months before the expiry date. The renewal procedure is quite simple and straightforward. The approval for pass renewal depends on the Immigration Department's decision.

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and straightforward. The approval for pass renewal depends on the Immigration Department's decision.

Basically, there are 2 stages. First Stage: Applying company to register an ESD account. (Approx 2 ? 3 months) Second Stage: Employment Pass application (Approx 2 ? 3 months)

Basically, there are 2 stages.

First Stage: Applying company to register an ESD account. (Approx 2 ? 3 months)

Second Stage: Employment Pass application (Approx 2 ? 3 months)

No, the approval decision is always held by the Immigration Department. However, we have a successful track record in Employment Pass application with 98% success rate! We have successfully concluded 6 cases, and are currently handling 6 cases. So far no rejected case.

There's 2 clients pulled out because they cancelled their plan to move to Malaysia. There's more cases coming up!

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We have successfully concluded 6 cases, and are currently handling 6 cases. So far no rejected case. There's 2 clients pulled out because they cancelled their plan to move to Malaysia. There's more cases coming up!

Companies regulated by an Approving Agency or Regulatory Body need to submit an approval letter from the relevant Approving Agency/ Regulatory body for all Employment Pass categories. As these Approving Agencies/ Regulatory Bodies regulate companies in specific economic sectors, they are as such responsible for approving and supporting expatriate posts in the relevant sectors. Depending on the Applicant's profession, the Applicant's employer has to apply for the Expatriate Post at one of the following government-approved agencies: Malaysian Investment Development Authority (MIDA) for the sectors of manufacturing and services. Malaysia Digital Economy Corporation (MDEC) for the technology sector. Central Bank of Malaysia (BNM) for the sectors of finance, insurance, and banking. Bioeconomy Corporation for the sector of biotechnology and bio-based industry. Securities Commission (SC) for the sector of securities and futures market. Expatriate Committee (EC) (operating under the Immigration Department of Malaysia) for sectors other than those mentioned above. Once the Expatriate Committee or another authorized agency has approved the

employer's application, the employer can proceed to apply for the Employment Pass.

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Regulatory body for all Employment Pass categories. As these Approving Agencies/ Regulatory Bodies regulate companies in specific economic sectors, they are as such responsible for approving and supporting expatriate posts in the relevant sectors.

Depending on the Applicant's profession, the Applicant's employer has to apply for the Expatriate Post at one of the following government-approved agencies:

Once the Expatriate Committee or another authorized agency has approved the employer's application, the employer can proceed to apply for the Employment Pass.

The key distinction lies in the purpose and scope of these two types of permits. An expatriate visa is a type of visa that allows foreigners or expats to enter and reside in a country for various purposes. It is more general and can encompass activities beyond employment, such as retirement, personal reasons, or property investment, without actively seeking employment. On the other hand, an employment pass is specifically for individuals coming to Malaysia to work for a particular employer or company. It is typically tied to a specific job or employment contract. We provide both the expats visa and employment pass application services.

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Every year, the Malaysian government allocates millions of Ringgit to support businesses under a variety of programmes. We help you identify and qualify for the right ones to secure long-term success.

That's right. With us, you CAN take things for granted!

The number one question everyone asks: "Why should I get a grant?"

Because they do not need to be repaid, grants allow a business to fully pursue their business objectives without fear of going into debt.

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For businesses with seasonal ups and downs in cash flow, access to a grant allows them to ride out slow months with peace of mind.

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Businesses that have received and put grants to good use are more likely to receive future grants.

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Securing grants is a good way to demonstrate trust in the integrity of your service, product and business as a whole.

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your service, product and business as a whole.

Only applying for a grant when they are desperate for immediate funds!

By then, there's a good chance it's too late. Don't wait for a life or death situation before taking action.

We've partnered with Jom Earn Global, Malaysia's leading online government funding application platform to match businesses across all sizes and industries with the perfect funding schemes. Start-ups, small or medium-sized businesses, we got you.

Get in touch and our team will get to work!

Nope! You don't need to repay the grants. Just be sure you spend it on its intended purpose!

Nope! You don't need to repay the grants. Just be sure you spend it on its intended purpose!

As the bank will be happy to inform you, loans must be repaid, often with interest.

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Yes and no. While the process is open to all, it can be very time-consuming and detail-oriented, requiring an extensive amount of documentation about your business before you can even be considered.

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Once you are approved for a grant, a date will be arranged for the

fund transfer. However, expect it to take several months for the application to be approved.

Once you are approved for a grant, a date will be arranged for the fund transfer. However, expect it to take several months for the application to be approved.

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1, Bandar Bukit Jalil, 57000 Kuala Lumpur.

KL Gateway Office E-12-02, Menara Suezcap 2, KL Gateway, No.2, Jalan
Kerinci, 59200 Kuala Lumpur

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Theft Policy

MISHU Group of CompaniesMISHU SDN BHD (202001002122 (1358441-X)) MISHU
CA SDN BHD (202101003460 (1403758--P)) MISHU CONSULTING SDN BHD
(202101025051 (1425351--U)) MISHU HR & TRAINING SDN BHD (202301013282
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Kami komited sepenuhnya terhadap servis yang cekap agar semua klien
mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami
akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya
meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang
yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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LLP ????????????????????????????? SSM ?????????????????????????????????????

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have a pleasant experience doing business with us.

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There?s absolutely no risk! Take our commitment and try us out.

Our HR advisory and consulting services at MISHU cover a wide range of areas, such as recruitment, compensation and benefits, employee relations, and HR policies and procedures. We deliver tailored solutions to meet clients' unique needs, whether small start-ups or large corporations. Our team of experienced HR consultants provides expert guidance and support to help businesses succeed in human resource management.

As owners strive to grow their business and build a reputation, they require a workforce that is capable, motivated, and loyal to grow the business together. Human Resource Management is what ensures this necessary talent pool can be nurtured and sustained. For that reason, every organisation must have a responsible Human Resource team capable of preventing and solving internal conflicts. How, then, do businesses create this all-important HR team? For some, the solution is to hire an already experienced HR team; for others, it is to upskill internal talent. While both are viable solutions, they require a significant investment of time and money. For businesses that need fast results on a lean budget, there is a third option: outsourcing your HR needs to MISHU. Whether on a continuous or ad-hoc basis, our trained consultants are here to provide expert guidance and support on HR matters.

Outsourcing human resources can be a strategic decision for businesses of all sizes. It allows companies to efficiently allocate their time and resources towards core processes while entrusting HR-related tasks to a dedicated third-party provider.

Furthermore, HR advisory services offer access to specialized

expertise and resources that may not be readily available in-house.

This encompasses legal and compliance knowledge, benefit administration, and payroll processing.

At MISHU, we provide comprehensive HR advisory services, including HR consulting services and serve businesses in Malaysia. Irrespective of your company's size ? whether you are a small startup, a big multinational enterprise, or somewhere in between ??? our team of experienced HR consultants offers tailored solutions to meet your unique needs.

By choosing MISHU for your HR consultant services, you can streamline your operations, enhance compliance, and optimize your human capital management strategies. All of this can be achieved while simultaneously reducing costs and boosting efficiency.

Don?t hesitate to get in touch with us today to explore how our HR consulting and advisory services can benefit your company.

Any existing HR policies and procedures must be reviewed every 1 - 3 years.

Any existing HR policies and procedures must be reviewed every 1 - 3 years.

Background checks for applicants to determine suitability for the role and company.

Background checks for applicants to determine suitability for the role and company.

The overall procedure of filtering, shortlisting and interviewing candidates for a role.

The overall procedure of filtering, shortlisting and interviewing candidates for a role.

Best practices for execution of daily HR tasks that ultimately lead to organisation growth.

Best practices for execution of daily HR tasks that ultimately lead to organisation growth.

The collection of key information on vacancies in a company to ensure the right talent can be found.

The collection of key information on vacancies in a company to ensure the right talent can be found.

Programs designed to enhance or maintain employee satisfaction.

Programs designed to enhance or maintain employee satisfaction.

How companies can develop and maintain a positive relationship with its employees.

How companies can develop and maintain a positive relationship with its employees.

Periodic questionnaires to gather employee feedback about their job satisfaction or better understand their circumstances.

Periodic questionnaires to gather employee feedback about their job

satisfaction or better understand their circumstances.

A document covering company operational procedures which employees must adhere to.

A document covering company operational procedures which employees must adhere to.

Easy-to-use software that manages all aspects of employee payroll and tax filing.

Easy-to-use software that manages all aspects of employee payroll and tax filing.

Identify turnover rates and employee pain points to make the organisation a better place for future employees.

Identify turnover rates and employee pain points to make the organisation a better place for future employees.

Our HR counselling and consulting services are made to offer specialised answers to satisfy the various requirements of our clients. In order to build a comprehensive HR strategy that is in line with our client's business objectives, we first undertake a thorough analysis of their HR needs.

Our staff of skilled HR consultants knows the most recent HR trends and best practices. They are leaders in their respective fields.

We provide a comprehensive range of HR services, such as hiring and managing personnel, managing performance, paying and providing benefits, encouraging employee involvement, and maintaining HR

compliance.

Our clients can concentrate on their core businesses while we handle their HR issues, ensure compliance, and provide quantifiable outcomes with our HR advising and consulting services.

Experienced HR consultant does not come cheap while inexperienced HR consultant might not be properly equipped to deal with a wide variety of situations. Our HR consulting services can provide advice for you to refer to and solve your HR problems.

Experienced HR consultant does not come cheap while inexperienced HR consultant might not be properly equipped to deal with a wide variety of situations. Our HR consulting services can provide advice for you to refer to and solve your HR problems.

An outsourced HR consultant can help save costs as a team of HR specialists will have their own knowledge and resources to solve HR problems. Our HR consultants also take pride in staying up to date with the legal requirement. Rest assured that your business will remain compliant if our consultants are on the job.

An outsourced HR consultant can help save costs as a team of HR specialists will have their own knowledge and resources to solve HR problems. Our HR consultants also take pride in staying up to date with the legal requirement. Rest assured that your business will remain compliant if our consultants are on the job.

Yes, we constantly keep ourselves abreast of current developments and changes to employment law and can help keep your business policies fully compliant.

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changes to employment law and can help keep your business policies fully compliant.

While every company is slightly different, there are usually common issues that affect employee performance, and we've had extensive experience identifying and helping to correct them. Schedule a call with us and we'll do our best to help.

While every company is slightly different, there are usually common issues that affect employee performance, and we've had extensive experience identifying and helping to correct them. Schedule a call with us and we'll do our best to help.

Yes, we also provide retainer service where you can ask us any questions about your employee issues or ask us to review any HR documentation as and when you need.

Yes, we also provide retainer service where you can ask us any questions about your employee issues or ask us to review any HR documentation as and when you need.

We have both one-off and monthly retainer service.

We have both one-off and monthly retainer service.

If your business is facing a difficult situation, you can choose to use our HR consulting services once to solve that problem and part ways once the issue has been resolved.

If your business is facing a difficult situation, you can choose to use our HR consulting services once to solve that problem and part ways once the issue has been resolved.

Monthly retainer service means essentially you are having an HR Manager without adding on to your headcount and fixed payroll costs

while getting the best expert advice from our experienced HR consultants.

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Our services are reasonably priced and tailored to your organisation's needs. Contact us for more information.

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HR Policy / Procedure Review: Any existing HR policies or procedures will be required to be reviewed every 1 to 3 years. Pre-Employment

Screening: Every applicant will be required to go through a background check to determine if he is a good fit for the company. Recruitment

Procedures: The overall procedure of finding out, obtaining, filtering, shortlisting, and interviewing candidates for a

job Strategic HR Delivery: The general delivery or execution of daily HR tasks that include supporting and providing service to employees, ultimately aiding an organisation's growth. Job Analysis / Job

Descriptions (JD): The procedure of collecting information such as education requirements, daily tasks and responsibilities about a certain job position that is in need. Employee Retention Programs:

Programs that are designed to enhance or maintain the satisfaction of an employee towards a company. Employee Relations: Develop and maintain or establish a positive and good relationship with a

company's employees. Employee Investigation: When an employee makes

any complaint, HRs will need to take immediate action to begin investigations to tackle the problem. Time and Attendance Solution: A software designed solely to track and optimise an employee's working hours and wages or salary paid. Payroll Administration (small scale): Software responsible for all aspects of employee payroll and tax filling. Exit Interview Programs: Held when an employee leaves the organisation. Normally used to identify the turnover rates and understand an employee's concerns to make the organisation a better place for future employees. Employee Handbook / Policies: A document containing an organisation's operational procedures which an employee should follow or obey. Organisational Development: The change and constant improvement of the organisational structures through performance and talent management, employee wellness and diversity. Employee Surveys: Creating a set of questionnaires to understand employees' feedback about their job satisfaction or circumstances.

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Error: Contact form not found.

By submitting this form, you confirm that you have read, agreed and consent to the collection and processing of all personal data you have provided in accordance with MISHU Privacy Policy and the data you have provided is accurate and correct.

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New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There's absolutely no risk! Take our commitment and try us out.

Seamlessly manage your HR processes with an integrated and customisable digital solution.

From recruitment to employee reward systems and everything in between, automate repetitive work and gain invaluable data to help shape employee behaviour.

Slash hiring costs with built-in social media recruiting and applicant tracking system (ATS) to rapidly identify and screen hundreds of candidates. Reduce the risk of bad hires through objective evaluation protocols and multi-party feedback systems.

Shorten employee learning curve through digital onboarding processes that bring new hires up to speed before day one. Eliminate redundant admin work through collaborative data and asset sharing across organisation Boost engagement with library of curated videos, notes, and updates

Ensure employee files are updated in real time through integration with recruitment modules and direct updates from employees, giving managers and leaders direct access to relevant information.

Ensure employee files are updated in real time through integration with recruitment modules and direct updates from employees, giving managers and leaders direct access to relevant information.

Eliminate bias when managing KPIs and OKRs at individual, department and company levels through objective assessments that provide

360° feedback. Build capable teams with key insights into individual strengths and weaknesses to identify areas of growth.

Provide clarity through transparent processes and automatic notifications to keep managers, employees and HR aligned. Eliminate reconciliation errors through Payroll and Leave Management integration. Reduce wait time through automation of basic admin tasks including Employee File updates, onboarding, employee setup and disbursements.

Reduce time spent on completing timesheets, project management spreadsheets, and client invoicing. Shorten data transfer time through employee clock-in / clock-out tracking with door access software integration.

Simplify the claims process into three easy steps all done online: fill up claims, upload receipts and hit ?submit?. Customise claims categories, processes and limits to your specific company SOPs.

Keep the organisation chart constantly updated and accessible every time a new employee profile is created, making it easy for new hires and recent promotions to get noticed.

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We have different pricing plans based on your needs, for example

headcount, modules subscribed to, and more. We promise that our pricing is transparent and straightforward, with no hidden charges beyond what our clients have agreed to beforehand.

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Of course! Our team will walk you through a product demo beforehand so you can maximise your free trial usage. Upon completion of the demo, you will receive free trial access to the platform.

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Yes, you may cancel at any time.

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Of course! We are more than happy to customise a package for your HR needs. The platform is designed for scalability, so no matter how big or small your team is, we can make it work for you. Get in touch with us to learn more and schedule a free demo!

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Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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There?s absolutely no risk! Take our commitment and try us out.

No more data entry madness. Automate your day-to-day accounting needs with cloud-based solutions designed for SMEs in Malaysia.

Create and send invoices in seconds via email and WhatsApp integration.

Create and send invoices in seconds via email and WhatsApp integration.

Customers can directly pay from digital invoices via FPX / credit card with auto-generated receipts.

Customers can directly pay from digital invoices via FPX / credit card with auto-generated receipts.

Upload receipts via Whatsapp - AI captures key data and automatically updates your accounts.

Upload receipts via Whatsapp - AI captures key data and automatically updates your accounts.

Track sales, expenses, cash-flow and other key business data from a single easy-to-use interface

Track sales, expenses, cash-flow and other key business data from a single easy-to-use interface

No more manual stock taking - always know your stock on hand, cost and value in real time.

No more manual stock taking - always know your stock on hand, cost and

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Recommended

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Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

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There?s absolutely no risk! Take our commitment and try us out.

Give your business the protection of the strictest confidentiality, lowest corporate tax rates and paid-up capital requirements, and most foreigner-friendly policies in Malaysia.

Incorporating a company in Labuan is the same as incorporating elsewhere in Malaysia, except here the company will be regulated under the Labuan Companies Act 1990 (LCA 1990), and all the benefits it offers. Labuan Company may carry out business activities through or in Labuan, known worldwide as a tax haven.

Administrative Accounting Backroom processing Payroll services Agency services Management services Talent management Insolvency related services

investments in securities, stock, shares, loans, deposits or any other properties situated in Labuan.

Insurance Money broker Fund manager Bank Securities licensee Investment bank

Only income is dividends / capital gains via share ownership of other entities

Yes, if your business falls under one of these four categories:

1. Establish a physical office in Labuan
2. Employ two full-time staff in Labuan
3. Spend at least MYR 50,000 of annual operating expenses in Labuan
 1. Management & control in Labuan (company registered address, secretarial company and company documents must be archived in Labuan)
 2. Hold a board meeting in Labuan every year
 3. Spend at least MYR 20,000 of annual operating expenses in Labuan
1. Establish a physical office in Labuan

2. Employ one full-time employee in Labuan

3. Spend at least MYR 20,000 of annual operating expenses in Labuan

(Inclusive of Labuan Authority Registration Fees)

0% ? 3% corporate tax rate (depending on business) and up to 50%

rebate on income tax

Sole shareholder and director may be foreigners residing overseas (no nominee director needed).

Company information is kept from the public unless owner chooses to disclose it.

Minimum USD 1 requirement for foreigners.

Double Tax Agreement (DTA) with 75 countries and Bilateral Investment Treaties (BIT) with 65 countries worldwide

Depending on the type of business, rates vary between 0-3%, drastically lower than anywhere else in Malaysia.

Depending on the type of business, rates vary between 0-3%, drastically lower than anywhere else in Malaysia.

The process is similar to company incorporation anywhere else in Malaysia, except it must be done through a Company Secretary or secretarial company like MISHU.

The process is similar to company incorporation anywhere else in Malaysia, except it must be done through a Company Secretary or secretarial company like MISHU.

Unfortunately, no. Incorporating in Labuan requires submission to an online portal that can only be done through a Company Secretary like MISHU.

Unfortunately, no. Incorporating in Labuan requires submission to an

online portal that can only be done through a Company Secretary like MISHU.

We have years of experience in this space, and a network of partners on the ground in Labuan to help facilitate a smooth incorporation process.

We have years of experience in this space, and a network of partners on the ground in Labuan to help facilitate a smooth incorporation process.

Yes! In fact, it's easier and cheaper to set up a company in Labuan as a foreigner compared to elsewhere in Malaysia.

Yes! In fact, it's easier and cheaper to set up a company in Labuan as a foreigner compared to elsewhere in Malaysia.

No, everything can be done remotely.

No, everything can be done remotely.

Yes, information about directors, shareholders and other key details are never made publically available.

Yes, information about directors, shareholders and other key details are never made publically available.

Yes, and MISHU can assist you through our on-demand accounting and corporate taxation services.

Yes, and MISHU can assist you through our on-demand accounting and corporate taxation services.

The privacy Labuan offers can make it harder for potential investors or partners to conduct due diligence on your business.

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An LLP is a perfect option for professionals who prioritize the safety and protection of their business while avoiding the legal and financial complexities of incorporating a company. MISHU offers hassle-free company incorporation and registration services for foreign individuals and business owners looking to establish a limited liability partnership (LLP) in Malaysia. Our simplified registration process lets you set up your new LLP in just a few clicks. Our expert team ensures your new business fully complies with Malaysian regulations within 3-5 business days. Trust MISHU for all your company incorporation needs in Malaysia.

Don't have a name yet? Use our free name search service.

To set up an LLP in Malaysia, you must comply with the regulations of the Companies Commission of Malaysia. This includes registering the LLP with SSM (Suruhanjaya Syarikat Malaysia), submitting the necessary documents, obtaining the necessary licenses and permits, and meeting other legal requirements.

One of the advantages of an LLP is that partners can take an active role in managing the business while still being protected from the company's liabilities. The tax structure for an LLP is also simpler than that of a private limited company, as the partnership is not subject to corporate tax.

For more detailed information on how to set up a Limited Liability Partnership (LLP) in Malaysia, you can check out MISHU's article [here](#).

You can also read about opening a Sdn Bhd and company incorporation in Malaysia to decide on the best company structure that meets your business objectives.

May be individuals or bodies corporate, with no restriction on maximum number of partners.

The primary Compliance Officer must be at least 18 years old, reside in Malaysia, and be qualified to act as a Company Secretary under the Companies Act 2016. In addition, one of the partners must also be registered as the secondary Compliance Officer.

For any business for the purpose of making a profit.

An LLP must have an LLP Agreement to govern the relationship between partners. MISHU can provide a standard LLP Agreement.

I'm super delighted by how seamless and professional the registration process has been, and MISHU's team has been thoroughly helpful in every step of the way, from filling out the business questionnaire to submitting the necessary documents for SSM.

Great service from MISHU team. Fast and reliable.

MISHU's service has been nothing but great. Quick, efficient and proactive, they are game changer in their field of industry setting a first class example of what digital company secretary service should be.

Everything you need in order to setup your new LLP in Malaysia

Do you intend to register a Limited Liability Partnership (LLP) in Malaysia? It's normal to have questions about the process. Review our

frequently asked questions (FAQs) for LLP registration to find answers to common queries and know more about the benefits of setting up an LLP in Malaysia.

*Startups/new enterprises *Professionals (solopreneurs, accountants, company secretaries) *Joint venture entities *Venture capital entities

*Instead of shares, ownership of each partner in an LLP is represented by an allocation of partnership units corresponding to their capital contribution. *There is no requirement to submit audited financial statements to SSM ? though it is still important to maintain records.

*Instead of directors and shareholders; there are Compliance Officers and partners. Learn more about the benefits of an LLP here.

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Any individual or body corporate (whether in or outside Malaysia) may be registered as a partner, with no limit to the maximum number of partners.

Any individual or body corporate (whether in or outside Malaysia) may be registered as a partner, with no limit to the maximum number of partners.

Yes, but it must appoint a corporate representative to act for the body corporate.

Yes, but it must appoint a corporate representative to act for the

body corporate.

Yes, but he must appoint a Malaysian to be the Compliance Officer.

Foreigner cannot be Compliance Officer.

Yes, but he must appoint a Malaysian to be the Compliance Officer.

Foreigner cannot be Compliance Officer.

* The LLP itself enjoys low tax rate similar to Sdn Bhd i.e. 17% for income below RM600,000, thereafter 24% flat rate. * For individual partners, their partner's drawing from the LLP will be subject to their personal income tax rate and if it is a body corporate, it will be taxed at the corporate tax rate.

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Any qualified person under the Companies Act 2016, which includes partners in the LLP. If the person is an individual, he or she must be a Malaysian citizen or a permanent resident in Malaysia.

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Including but not limited to: registering any changes in key details of the LLP, keeping and maintaining records of the LLP, advising partners to ensure compliance with LLP law and lodging annual declarations with SSM.

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of the LLP, keeping and maintaining records of the LLP, advising partners to ensure compliance with LLP law and lodging annual declarations with SSM.

No, the LLP must be closed down and the new Sdn Bhd will be incorporated thereafter.

No, the LLP must be closed down and the new Sdn Bhd will be incorporated thereafter.

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mempunyai pengalaman positif berurus niaga dengan kami.

Jika anda tidak berpuas hati dengan kami, hanya tinggal e-mel kami di
 dalam masa 30 hari dari tarikh pembayaran dan kami
akan memulangkan yuran sepenuhnya.

Walau bagaimanapun, sila ambil perhatian bahawa jaminan ini hanya
meliputi perkhidmatan pendaftaran Sdn Bhd dan LLP baharu, dan wang
yang telah dibayar kepada SSM atau pihak berkuasa lain sebagai
sebahagian daripada proses pendaftaran tidak dapat dikembalikan.

Hampir tiada risiko untuk anda ? percayalah pada kami!

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???????????? ? ?????? ????????????????? New Sdn Bhd ? New
LLP ????????????????????????? SSM ?????????????????????????????????

We are committed to providing excellent customer service to ensure you
have a pleasant experience doing business with us.

If for any reason you are unhappy with our services for issues that we
are directly responsible for, simply email us at
within 30 days from your payment date and we will provide a full
refund ? no questions asked.

However, do note that this guarantee applies only to New Sdn Bhd and New LLP registration services, and that any fees that have been paid to SSM or other government authorities as part of the registration process are non-refundable.

There?s absolutely no risk! Take our commitment and try us out.

If you are a foreigner and are not residing in Malaysia, you cannot set up and run a business in Malaysia. While you are searching for the right local partner, we can help you to appoint a qualified nominee local director for your Malaysian company.

We provide this service as a temporary convenience to you as we understand how it might be a hassle to source for a reliable local partner without the proper local connections prior to entering into the Malaysian market.

We will hand-over the directorship to your local partner once you have identified one.

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Yes, appointing a nominee director is legal under Malaysian law, but we recommend that you should also enter into agreements with your nominee director to protect each other's interests and rights.

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A nominee director is usually appointed just to fulfil the statutory

compliance requirements. His powers are limited as in he is not allowed to run the day-to-day financial or operational matters of your business, be a bank signatory, sign any invoice, contract or legal documents on behalf of your business.

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All directors are legally responsible and accountable for legal compliance, including the nominee director. In the event the foreign director is not reachable, the nominee director will be responsible.

That's why our nominee director assumes high potential risks and he will require deposit to safeguard his interests and liabilities.

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That's why our nominee director assumes high potential risks and he will require deposit to safeguard his interests and liabilities.

Yes, you can terminate our nominee director service at any time by providing us with the details regarding an alternate local resident director. We will prepare the necessary paperwork, file the change with authorities and promptly refund the security deposit back to you.

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There?s absolutely no risk! Take our commitment and try us out.

We offer professional company secretarial services in Malaysia to help businesses streamline their corporate governance and comply with legal requirements. Our efficient solutions are tailored to meet each client's unique needs, freeing up their time to focus on growth and success.

Contact us today to experience the expertise of our Company Secretary Kuala Lumpur (KL) team and ensure your business's regulatory compliance and smooth operations.

4.9/5.0 based on 100+ Google reviews

MISHU is dedicated to providing a comprehensive one-stop solution to help businesses start, build, and grow. We understand the importance of having a reliable company secretary in Malaysia who can assist with regulatory compliance. Our experienced Kuala Lumpur (KL) team is well-versed in the intricacies of local regulations and can efficiently handle all aspects of company secretary services in Malaysia.

In addition to company secretarial services, we offer a wide range of services, including company incorporation, employment pass (expat visa) assistance in Malaysia, HR advisory, and LLP registration. We also offer accounting and bookkeeping, tax compliance and advisory, and

payroll services to help businesses like yours

manage finances more efficiently.

RM1,010 SSM Fee

Processing Fee

Lock-In Period

100% paperless

100% money back guarantee [Click to learn more](#)

RM1,599

*no hidden fees

> RM3,500

*excluding hidden fees

> RM10,000

*excluding hidden fees

See what our clients say

I thought incorporating a company was complicated,
with MISHU' s help, it makes this process so easy.

A heartwarming company secretary, fast response
and friendly. Really appreciate that Mr Alex being
so helpful

If you guys want to start your own company, Mr
Alex and his team will absolutely do their best to
help. All the SSM things will be settled,
paperless service plus good rapport and customer

services. Thank you so much

I had a pleasant journey with MISHU in incorporating my new company. For a newbie like me, they are patient to answer all my questions.

Good customer service. Thanks a lot for this experience. For sure will be using your service in the future.

Six types of corporate insurance SMEs should know of, the tax-deductible status of insurance policies

A dozen of the most frequent questions we get from foreign prospects on starting a business in Malaysia.

A full overview of the requirements, processes, and timelines involved in opening a gym in Malaysia.

A dozen of the most frequent questions we get from foreign prospects on starting a business in Malaysia.

Key considerations for SME owners to filter through the many options and find their ideal banking partner for a business...

The ultimate side-by-side comparison between Sdn Bhd, LLPs, Conventional Partnerships, and Sole Proprietorships.

As Limited Liability Partnerships and Enterprises

have little overlap in practical application, it's rare for an entrepreneur to be unsure...

Differences between an LLP and Conventional Partnership are not immediately clear, but they exist.

For those interested in setting up a spa in Malaysia, this guide fully covers the requirements, processes and timelines involved...

Two polar opposites as far as business structures go, but because of that each serves its purpose extremely well.

We highlight hidden nominee director risks with the recent story of a Grab driver with 60 nominee directorships - no,...

Answers to the eight most frequently asked questions about Sdn Bhd directors in Malaysia.

Balance sheets, cash flow statements, and profit and loss statements. All SME owners should know them - no excuses.

A step-by-step guide to establish a simple accounting system for a Sole Proprietorship or other SMEs in Malaysia.

Rules surrounding LVG Tax in Malaysia to help online SME owners determine if their business operations are affected.

How Service Tax hikes imposed on one end of a

supply chain can cascade to every player in

Malaysia,

Announced last year, Malaysia's upcoming

e-invoicing system will unite the many tax

reporting workflows across the country under one

streamlined...

Just enough knowledge to make an informed decision

about single vs double entry bookkeeping for your

business.

A list of all four essential LLP tax forms, their

submission deadlines, and non-compliance

penalties.

For your convenience, we've compiled a list of all

six essential Sdn Bhd tax forms, their submission

deadlines, and non-compliance...

We've written a super simple 3-step guide to

filing income tax with LHDN, and we want you to

share it...

A full overview of the requirements, processes,

and timelines involved...

For those interested in setting up a spa in

Malaysia,...

A complete overview of the requirements, fees,

licenses, and processes...

According to The Department Of Labour's official

list, as of...

For medical practitioners interested in private practice, our guide on...

We examine how Malaysia categorises foreign retailers that need WRT...

A comprehensive guide to evaluating license runners so first time...

A look at the sources, costs and wait time of...

All aspects of WRT licenses that foreign entrepreneurs should know,...

Five training options under Skim Bantuan Latihan Khas (SBL-Khas), one of the major training schemes offered by HRD Corp.

Ten questions about employee termination Malaysian employers must know answers to based on employment law.

Answers to the eight most frequently asked questions about Sdn Bhd directors in Malaysia.

To truly scale, you need a dedicated HR personnel or team. That's where these eight HR letter templates become essential.

Preparing a comprehensive employee handbook is no simple task! Here are eight things employers in Malaysia must know.

Five takeaways from LinkedIn's Workplace Learning Report to fortify your next learning and development program.

Have you ever considered that a lack of leadership training and development for managers could be holding your organisation back?

When it comes to overtime vs hiring, here are 5 factors employers in Malaysia must consider.

In this post, we'll provide an overview of mandatory and optional types of leave in Malaysia so you know what's...

A checklist of key features of payroll SaaS that simplifies payroll obligations for Malaysian SMEs.

We showcase three examples of startups, then address challenges and the business structure that protects your startup business in Malaysia.

A comprehensive answer to every first-time entrepreneur's question: What is a company secretary in Malaysia?

To entrepreneurs looking to expand in the ASEAN region, here's six reasons to skip Singapore and give Malaysia a shot.

At one point or other, many new and seasoned entrepreneurs will ask themselves: Can I start a business in another...

Ongoing research from Stanford and MIT revealed nuanced differences in how generative AI can help different types of workers.

We look at a national survey which found three out of five respondents afraid of losing their jobs.

MISHU, your Digital Company Secretary that is always ready to help!

Imagine driving back home or through a busy street. Take a quick peek at your surroundings, and I guarantee that...

An overview of Spouse Visas, permissions granted, and how to obtain one from the Malaysian Immigration Department.

The minimum requirements and application process for directors to obtain a 2 year Labuan Work Permit.

The minimum requirements and application process to obtain a 10 year Residence Pass-Talent visa in Malaysia.

Everything expatriates and employers in Malaysia must know about applying for a long term social visit pass including cost, requirements...

Requirements, specifications, and a step-by-step explanation of how to apply for a Malaysian Professional Visit Pass.

We answer the nine most common questions we get on Dependent Passes from Malaysian employers hiring expatriates.

Intro Immigration statistics show over 50,000

expatriate passes issued between January and May 2023 alone. Expat Insider's 2022 global index...

At one point or other, many new and seasoned entrepreneurs will ask themselves: Can I start a business in another...

I'm sure as Malaysians we love #FOOD. We place our Malaysian cuisine close to our hearts and we sing it...

Six types of corporate insurance SMEs should know of, the tax-deductible status of insurance policies

For your convenience, we've compiled a list of all six essential Sdn Bhd tax forms, their submission deadlines, and non-compliance...

Ten questions about employee termination Malaysian employers must know answers to based on employment law.

We highlight hidden nominee director risks with the recent story of a Grab driver with 60 nominee directorships - no,...

Only one section of the Companies Act 2016 specifically addresses the responsibility of a nominee director, and it's probably not...

How easy is it to remove a company director in Malaysia? As it turns out, fairly easily!

We address common questions surrounding Labuan

Protected Cell Companies, including use cases, fees, and compliance requirements.

We look at a young Malaysian's misfortune of becoming bankrupt at 23 at the hands of their father's poor judgement.

Preparing a comprehensive employee handbook is no simple task! Here are eight things employers in Malaysia must know.

A Company Secretary is a professional responsible for ensuring that a company complies with relevant laws and regulations. They act as the company's legal representative, maintain company records, and ensure its administration is in order.

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In Malaysia, a company secretary must be a natural person who is a member of a professional body recognised by the Ministry of Domestic Trade and Consumer Affairs. The professional bodies recognised by the ministry include: The Malaysian Association of Company Secretaries (MACS). The Malaysian Institute of Chartered Secretaries and Administrators (MAICSA). The Institute of Chartered

Secretaries and Administrators (ICSA).

In Malaysia, a company secretary must be a natural person who is a member of a professional body recognised by the Ministry of Domestic Trade and Consumer Affairs. The professional bodies recognised by the ministry include:

Every company in Malaysia is required by law to designate a Company Secretary within 30 days of its incorporation. The Company Secretary must be appointed from a recognised professional body and have the necessary qualifications and experience to carry out their duties. The appointment must be filed with the Companies Commission of Malaysia (CCM) within 14 days of the appointment. Any changes in the appointment of the Company Secretary must also be notified to the CCM within 14 days. The procedures for appointment and notification are detailed on the CCM website.

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changes in the appointment of the Company

Secretary must also be notified to the CCM within 14 days. The procedures for appointment and notification are detailed on the CCM website.

You need a resident director/shareholder, a local residential address and a minimum paid-up capital of RM1.00 (though some situations may require more).

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If all submissions are in order, it takes 3-5 business days. Note that missing details, however minor, often lead to delays, which is why it's important to compile all relevant information before filing documents.

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Yes and no. Incorporation can be done without a business address, but one will be needed later to secure the necessary operating licenses post-incorporation. To save time, incorporate now so

that by the time you do have a business address, you're not starting from square one.

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A company seal is a physical stamp with the company's details used to show acknowledgement and approval of any official documents. Under the Companies Act 2016, a company seal is not required unless company asks for it.

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Minimum one (1) and maximum fifty (50) shareholders.

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tidak dapat dikembalikan.

Hampir tiada risiko untuk anda – percayalah pada
kami!

我们致力于提供卓越的客户服务，以确保您在与我们开展业务时获得愉快的体验。

如果出于任何原因您对我们直接负责的问题的服务不满意，只需在付款日期后
天内发送电子邮件至

30

，我们将提供全额退款 – 无条件退款。但是请注意，此保证仅适用于
New Sdn Bhd 和 New LLP 注册服务，并且作为注册过程的一部分已支付给 SSM
或其他政府机构的任何费用均不可退还。绝对没有风险！接受我们的承诺并试用我们。

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There' s absolutely no risk! Take our commitment and try us out.

Our team of experts can help you start, build and grow your business easily and seamlessly.

We aim to be the leading digital business consultancy firm for SMEs in Malaysia, helping them achieve sustainable growth and success through innovative solutions and expert guidance.

We help business owners start, build and grow their business through our corporate services digitally.

We believe in a Client-Centric culture that is supported by a team of passionate and knowledgeable professionals.

We are passionate about solving problems and committed to delivering exceptional service to exceed our clients' expectations.

Integrity guides us to act with honesty, responsibility, accountability, and trustworthiness in our interactions with our clients.

We are committed to learning and development, and we strive to continually improve our processes, products, and services.

We believe in working together as a team to achieve win-win results where everyone can benefit from our joint efforts.

We're always looking for people to join our mission of helping entrepreneurs easily start, build and grow businesses in Malaysia. If you are passionate about helping small businesses create BIG impact, do get in touch with us.

Behind the scenes of every successful business, a million things are happening all at once. MISHU understands any impact we make alone will be multiplied a thousand times over with the right partners who share our goal of helping entrepreneurs in Malaysia.

From first-time business owners to seasoned entrepreneurs looking to safely step away from managing daily business operations, our expertise and business tools are here to make your life easy.

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Effective Date: 1 September 2023

1. Gift, Hospitality and Entertainment

(a) ?No Gift? Policy

(b) Receiving Gifts in Limited Circumstances

(c) Providing Gifts in Limited Circumstances

(d) Exceptions to ?No Gift? Policy (double exceptions)

The exception to ?No Gift? Policy will apply under the following circumstances, provided that it does not contravene any of the provisions under this Policy and the Malaysian Anti-Corruption Commission Act 2009 (?MACC Act?):

(e) Hospitality and Entertainment

2. Donations, Sponsorships and Charitable Contributions

(a) All donations, sponsorships and charitable contributions proposed or intended to be made in the Company?s name are subject to the pre-conditions laid down in the Policy.

3. Political Contributions

(a) The Company will not make or offer any form of political contributions to political parties, political party officials or candidates nominated for political office.

4. Facilitation Payments

(a) Facilitation payments (also known as ?grease payments? or ?expediting payments?), refer to payments made to any individual, corporation, partnership, association, limited liability company, trust, governmental authority or other entity or organisation (whether or not having a separate legal personality), to expedite routine or administrative tasks.

(b) Our employees are not allowed to give, offer or promise facilitation payments in the course of performing their duties. Similarly, they are prohibited from accepting or soliciting such payments from you, whether in cash or in kind, unless such payments are explicitly permitted under our policy for expediting our internal processes.

5. Recruitment, Promotion and Support of Employees

(a) Our employee recruitment process follows approved criteria and procedures.

(b) Background checks will be conducted on candidates, to ensure that they have no history of bribery or corruption.

(c) Employment benefits and remuneration are determined solely based on qualifications, skills, experience and performance. We prioritise fairness and equity, ensuring the compensation aligns with individual contributions and achievements.

6. Dealing with Associated Persons

(a) We expect ethical conducts and shared values from our Associated Persons (i.e. any external party with whom the Group has, or intends to establish, a business relationship as well as any third parties engaged in performing works or providing services for or on behalf of the Group) in all their business interactions.

(b) We maintain a zero-tolerance approach towards Associated Persons who do not conduct themselves or their businesses in accordance with this Policy or engage in conduct that brings us into disrepute and/or causes any legal implications on us. Non-compliance by any Associated Person may lead to review and potential termination of agreements or

relationships with us.

7. Dealing with Public Officials

(a) ?Public Officials? means any persons who hold positions of authority, responsibility or influence within the government or public sector.

(b) Strict prohibition of illegal payments, such as bribes and kickbacks, to Public Officials.

(c) Any gift, hospitality and entertainment offered to Public Officials require prior approval, must be appropriate and compliant with laws.

8. Violation of this Policy

(a) We treat bribery and acts of corruption as serious offences. In the event that an employee or Associated Person engages in bribery or any act of corruption, we will impose appropriate penalties on the employee or Associated Person.

(b) We reserve the right to report violations to relevant authorities and regulatory bodies.

9. Reporting of Violations (Whistle-blowing Policy)

(a) We strongly encourage the reporting (whistleblowing) of any actual or suspected cases of bribery and corruption.

(b) A specific reporting channel has been established and is maintained to receive information regarding violations of this Policy and other instances of improper conduct by employees or Associated Persons. This channel is open to employees, Associated Persons and the general public.

(c) If an employee, Associated Person or member of the public has

reasonable grounds to suspect, believe or becomes aware of any improper conduct, they are encouraged to report it in writing to the Group's Human Resources Department at .

(d) We are committed to ensuring that no repercussions or retaliation will be taken against anyone who reports improper conduct in good faith, even if the allegations are unfounded. All reports will be treated with utmost confidentiality, and appropriate actions will be taken to address the reported concerns.

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1. Money Laundering (ML): A process of converting proceeds of an illegal or unlawful activity or instrumentalities of an offence to give them legitimate appearance. It is a processing of criminal proceeds to disguise their illegal origins.

2. Terrorism Financing (TF): An act of providing financial support, funded from either legitimate or illegitimate source to terrorists or terrorist organisations to enable them to carry out terrorist acts or for their benefits.

3. Customer Due Diligence (CDD) Process:

(a) The CDD process consists of 3 parts:

(b) Any company within the MISHU Group (?Company?) will conduct CDD in the following situations:

(c) In the event that the Company is unable to ascertain the identity of the customer, it may take the necessary actions, including terminating the business relationship with the customer or conducting further verification.

(d) Collecting and Verifying Customer?s Information

For individual customers:

For legal persons:

(e) Customer Risk Profiling

(f) Sanctions Screening

4. Know Your Customer (KYC) Procedures

(a) The Company has implemented an electronic Know Your Customer (e-KYC) process as part of the CDD, which is required under the laws and regulations. e-KYC is an automated process through which the

Company can perform customer identity verification digitally.

(b) The Company's Business Development Department (BD Dept) will provide a verification link for the customer to access to the Company's secured e-KYC platform. The customer has to upload required documents and fill in requested information digitally.

(c) The Company's compliance executive will review the e-KYC report generated. In certain cases, the compliance executive may request additional documents from the customer or conduct video verification for accuracy.

(d) If there are no issues with the e-KYC report, the Company will proceed with the customer's request. However, if the customer fails or refuses to complete the e-KYC process and further refuses to provide the requested documents, the Company will not proceed with the customer's request.

5. Politically Exposed Persons (PEPs)

(a) PEPs are individuals who hold or have held significant public positions within government bodies or international organisations, whether in Malaysia or foreign countries. PEPs' family members and close associates are also considered PEPs.

(b) The Company will conduct screenings on the customers to identify PEPs or their family members or close associates.

(c) The Company will take the necessary action, depending on the screening result.

(d) All foreign PEPs shall undergo Enhanced Customer Due Diligence (EDD). Domestic PEPs or those entrusted with significant functions by international organisations are subject to either EDD or standard

CDD.

6. High Risk Jurisdictions

(a) High-risk jurisdictions are countries with significant deficiencies in combating money laundering, terrorist financing, and proliferation financing.

(b) The Financial Action Task Force (FATF) requires all jurisdictions to apply EDD measures for all high-risk jurisdictions, or even counter-measures in the most serious cases

7. Enhanced Customer Due Diligence (EDD) Process

(a) The Company will perform EDD on:

(b) In conducting EDD, the Company will:

8. On-going Customer Due Diligence (ODD) Process

(a) The Company performs ODD during ongoing business relationships to ensure:

9. Enhanced On-going Customer Due Diligence (EODD) Process

(a) The Company is also required to perform EODD on the ongoing business relationship with customer.

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at

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Effective Date: 1 September 2023

This is a summarised version. The full policy is available on our HR portal.

1. The MISHU Group (?Group?, ?we?, ?our?, ?us?) is committed to providing a safe and healthy work environment for our employees. Any form of sexual harassment in the workplace is prohibited. We will not tolerate sexual harassment of our employees by anyone, including directors, management personnel, heads of departments, managers, other employees, clients, or customers. Individuals who engage in harassing behaviour will be dealt with swiftly and vigorously.

2. All forms of sexual harassment are prohibited, whether they occur within or outside the premises of any company within the Group (?Company?).

3. What Constitutes Sexual Harassment:

(a) Sexual harassment encompasses various unwanted conduct of a sexual nature, which can manifest in five (5) possible forms:

(b) Examples of behaviour that constitute sexual harassment include:

(c) From the above, sexual harassment can further be divided into two (2) categories:

4. Notice on Sexual Harassment:

(a) The management of the Company has displayed a notice on sexual harassment at the Company premises to raise awareness among employees.

5. Complaint Procedures

(a) The Group has established procedures for employees to report sexual harassment, either formally through written complaints or informally.

(b) All allegations of sexual harassment will be treated seriously and handled with confidentiality.

(c) If an allegation of sexual harassment is substantiated, disciplinary action (including immediate termination of employment) can be taken against the alleged harasser

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Six types of corporate insurance SMEs should know of, the tax-deductible status of insurance policies

A step-by-step guide to establish a simple accounting system for a Sole Proprietorship or other SMEs in Malaysia.

Key considerations for SME owners to filter through the many options and find their ideal banking partner for a business bank account.

Five training options under Skim Bantuan Latihan Khas (SBL-Khas), one of the major training schemes offered by HRD Corp.

The ultimate side-by-side comparison between Sdn Bhd, LLPs, Conventional Partnerships, and Sole Proprietorships.

As Limited Liability Partnerships and Enterprises have little overlap in practical application, it's rare for an entrepreneur to be unsure which of the two business structures better fits their needs. However, MISHU's Business Development team still gets the occasional enquiry!

And so, we thought it best to put it down in writing. Here's a short but [?]

Differences between an LLP and Conventional Partnership are not immediately clear, but they exist.

For those interested in setting up a spa in Malaysia, this guide fully covers the requirements, processes and timelines involved (and a pitch at the end to let MISHU handle it for you). Here's how we'll break it down: But first, a word of warning! Are you sure about this? We don't often ask this [?]

Two polar opposites as far as business structures go, but because of that each serves its purpose extremely well.

Rules surrounding LVG Tax in Malaysia to help online SME owners

determine if their business operations are affected.

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A dozen of the most frequent questions we get from foreign prospects on starting a business in Malaysia.

A full overview of the requirements, processes, and timelines involved in opening a gym in Malaysia.

Balance sheets, cash flow statements, and profit and loss statements.

All SME owners should know them ? no excuses.

An overview of Spouse Visas, permissions granted, and how to obtain one from the Malaysian Immigration Department.

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Two polar opposites as far as business structures go, but because of that each serves its purpose extremely well.

We highlight hidden nominee director risks with the recent story of a Grab driver with 60 nominee directorships - no,...

Answers to the eight most frequently asked questions about Sdn Bhd directors in Malaysia.

Balance sheets, cash flow statements, and profit and loss statements.

All SME owners should know them - no excuses.

A step-by-step guide to establish a simple accounting system for a Sole Proprietorship or other SMEs in Malaysia.

Rules surrounding LVG Tax in Malaysia to help online SME owners determine if their business operations are affected.

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A list of all four essential LLP tax forms, their submission deadlines, and non-compliance penalties.

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We showcase three examples of startups, then address challenges and the business structure that protects your startup business in Malaysia.

How key clauses in a standard Shareholders' Agreement can be specified to protect the shareholders of a company, often from...

A common question from business owners is on the difference of a loan vs mortgage. Read on for a thorough...

Here is our little guide to help your enterprise transform into a full fledged company.

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Aside from lower start up costs, one of the main advantages of a Sole Proprietorship compared to a Sdn Bhd is the relatively relaxed financial reporting standards.

However, relaxed financial reporting is not the same as disorganised reporting!

This is especially since creating a simple accounting system for a small business is not at all difficult, and in this guide, we'll walk you through how to do it, step-by-step.

Here's how we'll break it down:

Let's begin!

In case you think this is a long list, you should have seen our first draft!

Spend some time going through this list as they will be important to understand the following sections.

All good?

Alright then, let's get to the main part of this guide ? setting up your accounting.

Setting up a reliable accounting system is crucial for the success of any SME, and thankfully can be done in three simple steps:

Let's get into each step in more detail.

Time to choose between cash-basis and accrual basis accounting methods. Each method has its merits and suitability depending on the nature and size of your business operations.

Accrual based accounting records revenue and expenses as and when transactions occur, even if money has not yet been received or paid out.

For example, if a service or product has been delivered to a customer, the revenue is recognised in your accounts receivable even if payment has not yet been received.

This method offers a more detailed view of the business's financial performance, making it the preferred option for larger businesses, especially those with large, complex, or drawn out payment cycles.

This method records transactions only when cash enters or leaves your bank account.

Using the above example, no entries will be made until the customer has actually paid and the money is sitting in your business bank account.

It is mainly used by smaller businesses that deal in lower-value cash transactions, since accrual based accounting would likely be overkill.

Expanding upon our table above, a Chart of Accounts includes various categories of accounts used by a business, namely:

Each account should be assigned a unique code / number for easy identification.

Here's an example of a Chart of Accounts for a fictional F&B outlet in Malaysia.

The main takeaway is that tying codes to account categories helps internal and external stakeholders easily identify accounts, facilitating financial reporting and analysis.

Naturally, your Chart of Accounts should reflect your specific business needs.

Now that you have a systematic Chart of Accounts and know when transactions should get recorded, all that's left is to enforce timely

record keeping.

In practice, this requires the establishment of clear procedures for recording financial transactions across the organisation, ensuring promptness, organised filing, and compliance with SSM recordkeeping demands.

In fact, we highly recommend including it in your employee handbook!

As mentioned, a balance sheet is a snapshot of the assets, liabilities, and owner equity of a business at a particular moment. It lets you to assess your business? financial situation by knowing what?s:

All at a glance!

Let?s continue our F&B outlet example from above and see what its balance sheet might look like, and what we could learn from it if we were the owner.

Here?s what we can tell about our F&B outlet?s financial standing based on the balance sheet above:

If this were real life, this balance statement tells us the business is in a financially stable and can withstand short-term emergencies.

Of course, having a reliable and accurate balance sheet depends on your team taking recordkeeping seriously, which brings us to our SME accounting best practices.

To ensure smooth financial management, here are a few best practices that every SME should follow:

Creating a clear and comprehensive expense policy is crucial for SMEs to maintain financial discipline and transparency. This policy should outline guidelines for

Utilising specialised software designed for Malaysian payroll and accounting can streamline financial operations for SMEs.

We especially recommend choosing a local provider over international options as the former usually offers features tailored to local Malaysian tax regulations, compliance requirements, and reporting standards.

For more on this, check out our guide to key features of payroll SaaS for Malaysian SMEs.

Although single entry bookkeeping is simpler, double-entry bookkeeping is much more conducive for maintaining accurate and reliable financial records. This accounting method requires recording each transaction with both a debit and a credit entry, ensuring that assets, liabilities, equity, income, and expenses are properly accounted for.

As SMEs grow, they routinely encounter more complex financial tasks that require specialised expertise such as withholding tax obligations. Outsourcing accounting, tax preparation, or financial advisory services to professional firms or consultants can provide access to specialized knowledge and resources without the need to hire full-time staff.

Plus, it's really not as expensive as you expect ? just ask us!

The MISHU team is here to help Sole Proprietorship and Enterprise owners looking to self-manage or outsource their business accounting and bookkeeping needs. Get in touch!

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Announced last year, Malaysia's upcoming e-invoicing system will unite the many tax reporting workflows across the country under one streamlined platform as part of the government's efforts to improve transparency and efficiency in tax reporting,

In other words, it's going to be much harder to evade or underdeclare taxes.

As MISHU serves many SMEs, we often get approached by business owners asking how they will be impacted by e-invoicing in the short and long-term.

If you'd prefer primary sources, here are official documents we've used as references:

If government lingo gives you indigestion, we've distilled the documents into seven key things Malaysian SMEs need to know about our incoming e-invoicing system.

Let's begin.

You'll hear and see this word a lot in discussions about e-invoicing, and it's not Europeans pronouncing 'people' funny.

PEPPOL stands for Pan-European Public Procurement On-Line and is an internationally recognised network for reporting and recording transactions.

Members of the PEPPOL network can send e-documents to each other in a standard format ? and because the network is global, LHDN has a clear overview of company revenue whether it is from domestic or international buyers.

PEPPOL Authorities are appointed with the approval of OpenPeppol (the NGO that oversees its global implementation) to facilitate the

adoption of PEPPOL on a national level while staying fully compliant with international standards.

For Malaysia, that responsibility falls on the Malaysia Digital Economy Corporation.

Eventually, whatever invoicing system your business uses must be accredited by MDEC as PEPPOL-compliant, which means it generates e-invoices that meet reporting standards.

Currently, service providers in Malaysia are in the process of updating their internal processes and submitting them for review and approval, and you may find official working documents [here](#) and [here](#).

Here's a screenshot from LHDN showing the workflow of an average e-invoice.

Because each e-invoice immediately gets sent to LHDN, businesses can report taxes in real time instead of compiling and submitting it seasonally.

For SMEs, this can prevent missed opportunities for tax rebates or accidentally under declaring taxes due to missed invoices.

For many B2C businesses dealing in multiple smaller transactions (think F&B outlets), unless the customer specifically requests for an e-invoice, you can issue them with a regular receipt or invoice.

A buyer who initially does not request an e-invoice has 30 days to request one, after which your business may decline their request.

However, you must aggregate all such transactions on a monthly basis and submit a consolidated e-Invoice to LHDN within seven days after the month's end.

Certain businesses dealing in high-value transactions are required to

issue e-invoices for each transaction. Here is the current list as of

January 2024:

Anyone planning on laundering money by buying Rolexes, best think of something else.

Company expenses related to staff benefits, compensation, and anything that involves cashflow will require e-invoices to substantiate the expense before tax deductions can be made.

Whenever possible, invoices that will be used as tax deductions should contain the company's information as the buyer rather than the employee.

LHDN and MDEC plan to implement e-invoicing in three phases, starting with the largest income earners:

However, just because you don't have to do it now, doesn't mean you shouldn't at least look into it, considering our last point.

We touched on this in our Ekonomi Madani business takeaways, but in summary, under Malaysia's Ekonomi Madani, there is a proposed SME tax deduction up to RM50,000 per year for expenses incurred e-invoicing implementation.

Not every business qualifies for this, and of those that do, there's probably not enough to go to each, so here's your little dose of FOMO to get moving!

MISHU's certified accountants are here to assist you with professional services at affordable prices. Our plans cater to organisations of every size ? talk to us to find your perfect fit.

I've heard about the upcoming e-invoicing system. Can you provide more

details on how this will impact SMEs and if there are any recommended steps we should take to prepare for it? Regards Telkom University

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According to a recent news report, many individuals still cannot redeem their RM100 cash assistance via the Malaysian government's eMadani eWallet programme.

Given the window for registration closes on February 20 2024 and recipients have only until February 29 2024 to spend it, the government has reminded everyone that an individual's 2022 tax returns are crucial to determine their eligibility, as it reveals whether or not they earn below RM100,000 annually.

This means those who haven't submitted tax returns simply cannot be eligible, regardless of income.

We at MISHU think there's a bigger issue here.

There's a chance some of your employees are having trouble with their eMadani registration because they did not file their 2022 tax returns ? or tax returns for any year for that matter.

This is especially prevalent among those barely earning within taxable brackets.

Or they're hiding secret side income.

But even those who earn decent income can neglect to file tax returns, falsely thinking that the employer handles everything.

We've written a super simple 3-step guide to filing income tax below, and we want you to share it with your staff.

If you care for your employees, time to educate them about how simple it is to file income tax returns.

Yes, it might make them eligible for the RM100 eMadani programme.

Beyond that, filing tax returns is like brushing teeth ? they're good habits that keep you out of trouble!

Let's begin.

Head over to MyTax, the official LHDN online portal, and click on e-Daftar.

This will take you to the form below.

Fill in the form with your personal details and hit 'search'.

You'll be notified that you have not registered as a taxpayer, and will be led to another form which you'll need to fill in and submit.

You'll also need to upload photos of your MyKad, so have it ready.

Unfortunately, we can't show photos of this form as all of us on the MISHU editorial team registered as taxpayers years ago. If you could donate a screenshot of this form, we'd be grateful!

Anyways, once you've submitted this form, you will receive your income tax registration number.

Go back to the MyTax homepage and enter your MyKad number in the 'New Identification No.' field.

As you don't yet have a MyTax account, you'll receive the following prompt:

These are two options to create your digital certificate.

You can use either, though we recommend e-CP55D for most.

Select e-CP55D and you'll be directed to a form to fill in and submit.

From here an activation link will be sent to your email for you to activate your digital certificate.

Clicking the link will bring you to the MyTax homepage.

Key in your MyKad number as before and now you should be able to log in with your PIN number automatically displayed.

(Note: As its your first time logging in, you will be asked to create

a password and security phrase.)

Go to the e-Filing page on MyTax, and select e-BE Year of Assessment 2022.

You will be brought to the list of forms, from which you should select form e-BE if you do not have business income, or form e-B if you DO have business income.

Your boss doesn't need to know about your side gigs, but LHDN should!

Selecting either form will take you to the actual tax return form.

You don't have to complete it in one sitting ? it autosaves so you can return at a later date to finish it.

Have fun!

If you're at a stage where all your time needs to be focused on your business or career, consider engaging MISHU to handle your tax obligations. We partner with certified accountants to assist, and can make your annual tax returns completely effortless. Get in touch!

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In step three of our guide to basic accounting for SMEs, we used a balance sheet to demonstrate the invaluable insight provided by financial statements into the financial health of a business.

While balance sheets are indeed important, at minimum, business owners should learn to interpret three essential financial reports:

In this post, we'll be explaining what information each statement provides, and how a business owner can use this knowledge to make informed business decisions.

Let's begin!

A balance sheet displays all assets, liabilities, and owner equity of a business at a specific moment. At one glance, a balance sheet allows stakeholders to know what is:

By knowing the ratio of what the business owns versus what it owes, decision makers can evaluate whether or not to take on more debt for growth, to downsize and consolidate, or during economic downturns, how much runway the business has to operate at a loss.

A cash flow statement shows all cash inflows and outflows over a given period, and is usually broken down into monthly, quarterly, or annual movements. It is the embodiment of the saying "follow the money"!

Cash flow statements consist of three sections:

As SMEs often deal in cash without credit extensions, a cash flow statement is incredibly useful. After all, a business bleeding money in one area can still be misleadingly cash flow positive overall if losses are mitigated.

It's also known as an Income Statement and summarises revenues, costs, and expenses incurred over a business quarter or year. A profit and

loss statement has one job: show if a business operated at a profit or loss during a specified period.

A business can generate hundreds of millions in revenue and still be operating at a loss, and that is why we have profit and loss statements.

Lets pretend you recently set up an F&B outlet and are about to close out your first 12 months of operating.

You want to assess the financial health of your business and evaluate how close you are to existing business goals. You may even want to set new ones.

Lets see how a balance sheet, cash flow statement, and profit and loss statement for this business might look like, and what you can learn from them.

Based on this balance sheet, the biggest three takeaways are:

This shows the cafe's assets and liabilities are equal, not great but not terrible either!

Of course, in the real world, it's highly unlikely you'll find such identical figures.

Crucially, our cash flow statement shows positive net cash flow from both operating and financing activities

This means there is no drag on company cash flow being artificially propped up by overall performance.

The Profit and Loss Statement shows that after deducting the cost of goods sold and operating expenses, the cafe still achieves a net profit of RM14,400.

This shows the cafe is profitable, which we would argue is the main thing that matters at the end of the day.

And at the end of the day, this was all just a theoretical exercise and this F&B outlet doesn't exist!

Time to practice making balance sheets, cash flow statements, and profit and loss statements based on your own actual businesses!

The MISHU team is here to help Sole Proprietorship and Enterprise owners looking to self-manage or outsource their business accounting and bookkeeping needs. Get in touch!

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To Malaysian Limited Liability Partnership owners, we trust your business plans for 2024 includes an awareness of your various statutory tax obligations ? otherwise, you wouldn't be reading this!

For your convenience, we've compiled a list of:

Let's begin.

The following is a snapshot of the mandatory forms and their respective deadlines.

If you are already familiar with the forms and just wanted to know the deadlines, this should give you enough information to start talks with a trusted tax agent.

If you are a new business owner or Compliance Officer, we recommend reading on for a more in-depth understanding of the purpose behind each form.

Deadline: 7 months from close of accounting period

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: The main income tax return form for LLPs, used to declare income, claim deductions, and calculate tax payable to LHDN.

Deadline: 31 March 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: A statement to LHDN declaring an employer's total number of employees, payments made to them, and overall tax deductions for the year. Every employee, whether full-time, part-time, or on a fixed-term basis, must be included.

Deadline: 28 February 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: Form EA is a summary of how much wages an employee earned in a year from their employer. It does not need to be submitted to LHDN, but instead to employees so they can accurately report their income to LHDN.

Employers must create a Form EA for every employee that has worked for more than seven days, regardless of full or part-time status.

Deadline: Three months from date of incorporation (new LLP) OR 30 days from beginning of basis period (existing LLP)

Penalty for non-compliance: Maximum fine of RM2,000, six months imprisonment or both

Purpose: Form CP 204 is a tax estimate that details the company's expected tax for the current assessment year, including estimated income, tax adjustments, and relief information.

Last-minute tax management is a recipe for missed savings opportunities and higher risks of non-compliance penalties (which we suppose leads to even less savings).

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Though established online giants like Shopee have already begun imposing a 10 per cent Low Value Goods Sales Tax on their platform, new business owners may still lack clarity on the new tax treatment. In this post, we highlight rules surrounding LVG Tax in Malaysia to help domestic and international SME owners determine whether their business operations will be directly affected, and if so, in what capacity.

Let's begin.

We won't dwell on this too much, but in the case of LVG Tax, the primary purpose is to help Malaysian retail businesses compete against online alternatives.

The de minimis practice in Malaysia allowed international consignments below RM500 in value to be exempt from sales tax and import duty. In theory, this was to facilitate faster customs clearance for postal and courier shipments.

However, in practice, this gave online businesses an unfair advantage over retail outlets as they could sell imported goods directly to Malaysian consumers at lower price points. If you run an online business selling directly to Malaysians, you probably already know this.

The idea behind the LVG Tax is to reduce the price gap between imported and locally sold goods, making products from local SMEs more competitive.

Well, that and increasing government revenue of course!

Two categories of conditions must be satisfied for a business to qualify for LVG Tax.

A product must meet three conditions to qualify as a taxable low value good:

There are two exemptions to these conditions:

This one is very straightforward.

A seller qualifies for LVG Tax treatment if the total sale value of low value goods brought into Malaysia exceeds RM500,000 in 12 months, irrespective of where they are based.

If your business does not meet either of the above requirements, then for now, your goods sold will not be subject to LVG Tax.

Business just got a bit more complicated, but nowhere near as bad as a penalty for sales tax non-compliance!

If you find that you qualify for LVG Tax, here are our recommended next steps.

You will need to register your business with Malaysia's Customs Department via their MyLVG portal.

You'll also probably find this official guide to completing your registration useful.

The 10% LVG Tax is only imposed on the sale value of the product itself, not accounting for the insurance or freight costs.

For example, if a Malaysian consumer goes online and buys a book for RM50 from overseas and gets charged RM5 for delivery, the LVG Tax only applies to the RM50 sale value of the book.

Here are some other scenarios concerning LVG Tax to consider:

We're afraid this is a rather surface level understanding of how LVG Tax can affect cost of importing goods, so for a deeper understanding of how it interacts with the de minimis rule and regular import

duties, check out the Malaysian Royal Customs FAQ on LVG Tax.

As a Registered Seller, you must submit a Sales Tax return on LVG known as LVG-02 every three months according to the taxable period via the MyLVG portal

You must also keep the various invoices related to LVG transactions for seven years from the last date related to those records.

The transactions are to be done in Ringgit Malaysia and overseas sellers may refer to any reputable source for real-time currency exchange rates, though we'd recommend Bank Negara Malaysia's table of exchange rates.

If your business, whether already running or just an idea, will be significantly affected by LVG Tax to the point you no longer have faith in its viability, consider the following options to solve the problem.

A Registered Seller can cancel their registration if they stop selling LVGs or no longer meet the minimum threshold of RM500,000 worth of imports over 12 months.

If a 10 per cent LVG Tax would no longer make you competitive, setting a maximum sales figure where the amount of imported SVG does not exceed RM500,000 mark and adding more High Value Goods (HVG) to compensate can allow your business to continue charging low prices for imported goods.

As the price gap between local and imported goods shrinks, being locally manufactured and assembled becomes a more compelling unique selling point.

Not only could supporting local manufacturers open doors to unique

grants and subsidies, it might come at no compromise to quality ?

don't underestimate Malaysia's industrial sector!

While other countries in Asia such as Singapore also implement their own form of tax on low value goods, many other countries do not, and if you're the laissez-faire sort, it could make perfect sense to shift your attention to a market where you can take full advantage of an online business model without undue government intervention.

While a 10 per cent Low Value Goods Tax is a significant burden on sellers that qualify, the right tax strategies based on your business goals and needs can help minimise its impact and ensure you remain competitive.

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If you're a typical Malaysian SME owner, you know that payroll is a non-negotiable part of being an employer.

You'll also know it's a massive pain.

This means you don't need to be told the value of automating payroll through software ? you'd love to automate this.

Your issue is choosing which specific software to use ? there are so many choices!

Frankly, competitive as the B2B SaaS space is, many of them are basically the same thing.

And so, instead of specific recommendations, our post presents a checklist of five key features of a payroll software that simplifies and streamlines payroll obligations for Malaysian SMEs.

With this, you can evaluate any payroll software and make an informed choice for your business.

Let's begin!

When it comes to pricing, this is how it usually plays out:

We'll focus on actual features and trust you to mind the company's bottom line!

And now, here are the five most essential features of payroll software in no particular order.

Automated calculations are the whole reason behind adopting payroll software. A computer does the calculations so you don't have to.

Of course, it's important to know how the software arrives at their figures, and a good payroll software will include the following factors in their calculations:

This frees HR personnel to attend to more pressing issues, and

employers to offer more individual rewards, knowing payroll will be reliably tabulated every month.

Any payroll software system should allow employees to easily access and update their payroll information, including:

Additionally, the software should have built-in leave application and timesheets that mean real time updates to payroll information for the month and ensures automated calculations are accurate.

Most payroll software can easily carry out scheduled transfers from the company bank account to accounts tied to employee profiles on the platform.

The bigger issue is security.

What if your part-time janitor tries to switch bank account details with the company director?

Worse, what if the director switches bank account details with the janitor?

The platform must have security features in place that make it very difficult if not impossible for anyone but the genuine individual to change their personal and payroll details.

The payroll software's calculations should always be based on up-to-date Malaysian tax rates and statutory requirements, which can and do change.

It's why we'd recommend going with a local service provider.

Their primary concern is to always align their software functions with current Malaysian law.

Meanwhile, international providers serving a global clientele with different tax laws have a higher risk of overlooking updates.

Your payroll software should be able to generate reports with an overview of all key details in an easily understood format.

Usually, this means converting numbers into graphs and charts that make it easy to explain and integrate into a presentation. These insights into a business's payroll expenses make stakeholder management and decision making a less painful affair.

Bonus points if the report is customisable to include, exclude, and reorganise details as you see fit.

And of course the real bonus: you can easily see which staff members are 'sick' most often and hit them with a Performance Improvement Plan letter!

MISHU is partnered with numerous SaaS companies to help support Malaysian SME owners with their HR process automation needs, including payroll, leave, and expense management. Get in touch with us and we'll match your needs to the right solutions.

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To Malaysian Sdn Bhd owners, we trust your business plans for 2024

includes an awareness of your various statutory tax obligations ?

otherwise, you wouldn't be reading this!

For your convenience, we've compiled a list of:

Let's begin.

The following is a snapshot of the mandatory forms and their

respective deadlines.

If you're already familiar with the forms and just wanted to know the

deadlines, this should give you enough information to start talks with

a trusted tax agent.

If you are a new business owner, we recommend reading on for a more

in-depth understanding of the purpose behind each form.

Penalty for non-compliance: Maximum fine of RM2,000, six months

imprisonment or both

Deadline: 7 months from close of accounting period

Purpose: The main income tax return form for companies, used to

declare income, claim deductions, and calculate tax payable to LHDN.

Deadline: Three months from date of incorporation (new companies) OR

30 days from beginning of basis period (existing companies)

Penalty for non-compliance: Maximum fine of RM2,000, six months

imprisonment or both

Purpose: Form CP 204 is a tax estimate that details the company's

expected tax for the current assessment year, including estimated

income, tax adjustments, and relief information.

Deadline: 31 March 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months

imprisonment, or both

Purpose: A statement to LHDN declaring an employer's total number of employees, payments made to them, and overall tax deductions for the year. Every employee, whether full-time, part-time, or on a fixed-term basis, must be included.

Deadline: 28 February 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: Form EA is a summary of how much wages an employee earned in a year from their employer. It does not need to be submitted to LHDN, but instead to employees so they can accurately report their income to LHDN.

Employers must create a Form EA for every employee that has worked for more than seven days, regardless of full or part-time status.

Deadline: 29 February 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: A statement from employers confirming monthly tax deductions from an employee's salary throughout the year. Form PCB2 is also intended for distribution to employees, who are required to submit it to LHDN along with Form EA.

Deadline: 31 March 2024

Penalty for non-compliance: Maximum fine of RM20,000, six months imprisonment, or both

Purpose: Form EA but for a businesses' various agents, dealers, and distributors, detailing monetary (such as allowances, commissions,

and bonuses) and non-monetary (such as tickets, accommodation, tour packages, vehicles, and vouchers) incentives given out to them.

Form CP58 is only mandatory for companies paying over RM5,000 per year in incentives, and just like with Form EA, there is no need to submit it to LHDN, only to the respective vendor.

Last-minute tax management is a recipe for missed savings opportunities and higher risks of non-compliance penalties (which leads to even less savings).

Engage our tax services early so our team has ample time to work with you to maximise short-term savings and plan long-term tax strategies tailored to your business goals.

Is there any specific guidance or support available for businesses that may face challenges in meeting these deadlines, especially for those who are new to the tax filing process? Regards Telkom University

Are there any specific considerations or changes in the Sdn Bhd tax deadlines for 2024 that business owners should be particularly aware of, compared to previous years? Regards Telkom University

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In this post, we invite you to take a step back and take in the big picture of how Service Tax hikes imposed on one end of a supply chain can cascade to every player, and explore options to minimise increases in operating costs.

While not earth-shattering, the 2 per cent Sales and Service Tax (SST) hike will absolutely be felt by Malaysian SMEs given the government's predicted RM9 billion revenue boost.

Like it or not, evolving policy is part of doing business in Malaysia, and decision makers would be wise to understand how and where it can affect them and plan accordingly.

Let's begin.

Think of tax rates and supply chains as a game of hot potato, where those further down the line must pass on or absorb ever increasing amounts.

In a story published on November 2023 by leading financial journal The Edge Malaysia, the final tax nature of Service Tax (meaning taxpayers cannot claim a credit for incurring it) was cited as causing a 'tax-on-tax' effect along supply chains.

As SMEs heavily rely on business process outsourcing, a typical business engages multiple external service providers who themselves rely on other service providers, all of which now face increased tax burdens.

In fact, the story in The Edge Malaysia mentioned a case study done on a chair manufacturer in Segambut, where chairs incurred a sales tax of 10%, but after accounting for costs by others in the supply chain, the effective tax rate was 17.5%!

Knowing all taxable services your business engages can help estimate how much an additional 2 per cent could cost. Below is a list of common business-related taxable services as found in the Service Tax Act 2018.

To keep the information digestible, we've only included general services, and you can find a full list of taxable services in the Service Tax Act 2018.

Obviously, the more services your business is paying for, the greater the impact of the 2% Service Tax increase, with several exceptions.

Sometime this year, the Royal Malaysian Customs Department (RMCD) announced on their website that F&B, telecommunication, provision of parking spaces, and logistics services would be exempt from the 2 per cent SST increase.

The RMCD also announced that credit card and charge card services remain at RM25/year.

If your business heavily relies on transport services and credit card transactions, this is certainly good news.

If your business relies on the following professional services, expect an increase in prices:

And as mentioned, every service provider inevitably has service providers of their own, meaning the further down a supply chain you are, the higher the total amount of effective tax your business must deal with.

Assuming the goal is to avoid direct and indirect costs caused by a Service Tax increase, let's approach a solution from several angles.

Hiring a professional for your company removes reliance on external

service providers and service tax obligations. Though hiring is never the cheapest solution, employee salaries and benefits are actually tax deductible unlike SST.

In house professionals also allow for far more tailored service to your business, and the opportunity to use their skills as part of a value-add package for clients.

By moving your business to vendors that do not meet SST registration thresholds, these vendors will not be obliged to charge and collect service tax, and this can indirectly lead to cost savings for your business.

Of course, quality and reliability should always be prioritised to ensure this does not backfire.

Also, if a vendor is any good, they will inevitably meet the SST threshold eventually, so expect to constantly be on the lookout for newer providers.

Instead of adopting a 'wait and see' attitude towards the service tax increase, take a proactive stance by bringing it up with your vendors.

Lock in current rates, or at least negotiate a lower rate for next year, to buffer the impact of the 2% increase. This is why contract negotiations are one of our six essential SME legal services.

The 2% SST increase is significant, but with the right tax strategies based on your goals and needs, you can mitigate its impact on your business. Speak to our tax advisors today to see how can balance the interests of both customers and shareholders.

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For new Malaysian business owners, deciding between single or double entry bookkeeping greatly depends on your business structure.

If you've incorporated an Sdn Bhd, consider that SSM requires all companies to maintain up to seven years of accurate financial records.

Meanwhile, Sole Proprietors have a lot more leeway, and it's mostly based on the size of your team and complexity of financial transactions.

This post equips you with just enough knowledge to make an informed decision.

Let's begin.

We'll admit that double-entry bookkeeping is our personal recommendation, but we'd rather share the pros and cons of each and let you decide for yourself.

The simpler method of recording financial transaction where each transaction is recorded as either debit or credit in a single line entry and in a single account.

Benefits:

Drawbacks:

Double entry bookkeeping records each transaction twice ? once as a debit and once as a credit.

Benefits:

Drawbacks:

In our opinion, single entry bookkeeping is suitable for some Sole Proprietorships, especially where the owner personally manages accounting. Sole Proprietorships are subject to minimal reporting

requirements and usually have fewer transactions, smaller teams, and simpler business models.

Meanwhile, double-entry bookkeeping should be the standard for any Sdn Bhd regardless of size due to the stricter record-keeping requirements from SSM, including an annual submission of audited financial statements.

An external auditor will review your company accounts, and good luck to any business owner who's only been recording transactions once!

Of course, despite its many benefits, double-entry bookkeeping can be intimidating and time-consuming to those without an accounting background, which we address in the following section.

Regardless of bookkeeping method, we'd like to recommend two things that remove the burden of accounting from the shoulders of business owners.

Any modern-day accounting software can automate double-entry bookkeeping, and they're not even that expensive compared to the value they provide.

Instead of manually calculating entries across accounts, the software does it instantaneously.

Additionally, accounting software comes with:

We feel comfortable saying that a reliable accounting software is an indispensable tool for all but the smallest of businesses.

Even with the best accounting software in the world, you should still consider hiring an accountant for several unique benefits that no computer program can provide:

Because professionals don't come cheap, consider outsourcing

accounting to SME-friendly firms and give your business the benefit of high talent at budget-friendly rates.

And what a coincidence ? MISHU happens to offer SME-friendly accounting services!

MISHU's certified accountants are here to assist you with professional services at affordable prices. Our plans cater to organisations of every size ? talk to us to find your perfect fit.

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Wholesale, Retail, and Trade (WRT) licenses are issued by the Malaysian Ministry of Domestic Trade, locally known as Kementerian Perdagangan Dalam Negeri (KPDN) for foreign-owned businesses in Malaysia operating within distributive trade businesses.

This guide covers important aspects of WRT licenses that entrepreneurs need to know, including:

While we understand the motives behind laws doesn't really interest people, as a foreign business owner, knowing the 'why' behind WRT licenses can provide a more intuitive understanding of how to navigate the application process.

In other words, when you know the government's expectations, it becomes easier to meet them and get your license ? so here they are:

1. Elevating Malaysian industryThe aim is to create a conducive environment that encourages healthy competition among industry players while preventing monopolistic market practices.
2. Encouraging modernisationThe requirements underpinning WRT licenses encourage the thoughtful use of technology for streamlined workflows, logistics and resource usage.
3. Balancing foreign and local participationThe purpose of regulating foreign participation is, like it or not, to protect local businesses and entrepreneurs from being outcompeted.

You can therefore infer that you stand a better chance of obtaining a WRT license if your foreign-owned business can add value to Malaysian industry while posing little to no threat to local enterprises. If you were thinking of flying to Malaysia to put some beloved old lady's noodle stall out of business, you should probably buy a return ticket.

KPDN defines distributive trade as follows:

“trade which comprises all linkage activities that channel goods and services from the supply chains to intermediaries for the purpose of resale or to the final buyers”.

In plain English, if your business is involved in getting products and services to consumers, there’s a good chance it falls under distributive trade.

Those interested can check out this official document which goes into more detail, but for the purposes of this guide, it’s enough to know that the most common businesses that fall under this definition include:

No matter the industry, the business applying for a WRT license must be incorporated in compliance with the Company Act 2016. This includes a director who is at least 18 years old and living in Malaysia, as well as at least one local shareholder with 50% ownership (depending on specific business).

Additionally, the foreign-owned business must have a minimum paid-up capital of RM1,000,000.

Aside from that, the business must have already received approval from the local authorities to operate and registered with the various bodies that oversee tax and payroll obligations. Just a heads up, you’ll be asked to show proof of this.

Alongside general requirements, restaurants need to provide the following information:

Note that this is in addition to industry-specific requirements F&B outlets must meet.

You can download an official checklist of the required documents on KPDN's website, but for your convenience (trust us, it's not the most legible document), here's what you'll need to prepare.

We originally planned to elaborate a little on each document, but our fingers no longer work after listing them out. Instead, we'll add links where relevant and if you would like further help with any item on the list, please get in touch with our team and we'd be happy to help!

Once you have all the necessary documents, the application process is straightforward enough.

The application period will take 1 - 2 months, and upon approval, the license is valid for a period of 2 years.

A common question we get from entrepreneurs: What if I don't have the RM1,000,000 in paid up capital required for a foreign-owned business?

Well, one method is to make your business locally-owned instead.

Because WRT licenses mostly apply to foreign-owned businesses, a company with at least 51% Malaysian ownership could be exempted from WRT license application. This also frees you from having to meet the higher paid-up capital requirements. However, this is no guarantee, and it often comes down to the discretion of the officer assigned to your case.

If you're looking to secure a WRT license, consider engaging our team to do it on your behalf. With our expertise and experience in assisting entrepreneurs from various industries, we can expedite the application process and save you valuable time and frustration.

Government officials just melt at our smile ? it?s a real thing!

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We wish opening a restaurant in Malaysia was as simple as cooking delicious food and serving it to paying customers, but the reality is that specific business licenses must be secured to operate legally.

On top of the usual mandatory permits, you may want additional licenses depending on your target audience and the ambiance you want to provide (in general, the fancier you get, the more it's going to cost you).

This article provides a brief overview of the mandatory and common optional licenses needed to setup an F&B outlet in Malaysia. As we go over each license, we'll address:

Do note that we assume you have registered an SSM enterprise or Sdn Bhd, as those registration documents will be necessary to apply for business licenses. If you're not familiar, don't worry, continue reading and there'll be a link to our incorporation guide at the end.

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Also, while we'll provide the cost of licenses issued by federal bodies, locally issued licenses are priced at the discretion of Local Authorities, and there are too many of them to list!

Let's go!

Whether you plan to serve budget fried rice or wagyu steaks, every restaurant needs a valid premise and signboard license.

These licenses are issued by the Local Authorities (also known as Pihak Berkuasa Tempatan or PBT) that govern your jurisdiction.

Together, the licenses acknowledge your premises meet required health and safety standards, and that your signboard is an honest representation of your business.

To obtain the premise license as an F&B outlet, here are some requirements you need to meet:

Different Local Authorities (MBP, DBKL, etc) will have different specifications for F&B premises concerning safety, pest control, customer facilities, location and even interior design. For example, some municipalities require different floor materials depending on whether or not the space is air-conditioned!

Your best bet is to pass a premise inspection to speak to a business consultant, call the Local Authority in question, or track down a checklist from an official online source.

Expect it to take anywhere from 2 to 4 weeks from the date of application for the Local Authorities to issue your premise and signboard license. In general, they are valid for one year from the date of issuance and can be renewed for another 12 months upon renewal application.

Some local authorities prorate the application based on the calendar year. This means it expires on 31 December regardless of when it is granted, though you are only charged for the number of months the license is active.

As far as pricing, not only does it differ by jurisdiction, but also by restaurant size and location. We'll just use DBKL as an example here:

You can find DBKL's official guidelines [here](#), but be warned, it is in Bahasa Melayu and of course only applies to those whose premises are within DBKL's jurisdiction.

Here's where budget fried rice or wagyu steaks will influence what

additional permits you may need. These licenses are not necessary by default and depends on the type of restaurant you want to operate in Malaysia.

Issuing body: Local Authority

If you intend to serve alcohol strictly for on-premises consumption, then you'll need to apply for a Public House Liquor License from your Local Authorities. You will need to obey certain restrictions, such as pass an interview with the police (just in case you were thinking of selling bootleg alcohol) and ensure your premises are a certain distance from mosques, schools, or any majority Muslim residential areas.

Issuing body: Department of Islamic Development Malaysia (JAKIM)

If your main target audience are Muslims, getting Halal certification could give you a competitive edge. Just bear in mind that Malaysia is one of the strictest countries when it comes to Halal regulations and you cannot serve any alcohol on the premises.

After applying, JAKIM officials will inspect your premises and may take samples for lab testing (kindly sponsored by you). The fee for restaurants is RM200 per premise, and certification is valid for 2 years.

Two related activities that need separate licenses here:

Issuing body: Music Authors Copyright Protection (MACP) Berhad

If you blast K-pop hits nonstop in your restaurant to attract customers, you are profiting from the artists' work and need to purchase a license from MACP. For restaurants, it will cost anywhere from RM 847 to RM1,376 and the license will be valid for one year.

Recordings of songs and live performances (by DJs or drunken patrons on karaoke nights) are charged differently.

Issuing body: Music Authors Copyright Protection (MACP) Berhad

Live performances of copyrighted songs will need an additional Public Performance License, also valid for one year at the price of RM1,200 ? RM27,000 depending on the number of patrons and whether or not the performance is the main draw of the business.

Issuing body: Ministry of Domestic Trade (KPDN)

If you are a foreigner and plan to open the restaurant as a foreign-owned business (over 50% foreign ownership) you will need a WRT License which is designed to regulate foreign involvement in distributive trade in Malaysia. It costs RM3000, takes 1 ? 3 months to be approved, and will be valid for two years.

Alternatively, consider partnering up with a local shareholder or director to avoid the hassle of applying for this license, and enjoy the benefits of being legally recognised as a local business.

Issuing body: Local Authority

Say your restaurant is in a busy area where parking is scarce and there is open land nearby that can be used as a dedicated parking lot.

You?ll need to plan out the arrangement of the parking lot just like you would for the floorspace in your restaurant and submit these to your Local Authorities. And just like with a restaurant, officials will come to inspect that the car park is up to standards.

If you plan to apply for businesses licenses for your restaurant, consider engaging MISHU to do it on your behalf. Government officials

melt at our smile ? see above for a free preview!

As promised, here?s our in-depth guide to incorporating a Sdn Bhd in Malaysia.

Hi, I have reached out on your WhatsApp regarding licenses. I am opening a restaurant in December, it?d be great if you can reach out to me on the necessary licenses required for my premises. Thanks!

Best regards, Tristan Chai

Hi Tristan,

Thanks for getting in touch.

Yup, we have confirmed your message has gone through to our client servicing team. Don?t forget to invite us to your grand opening!

Do you do business license application for Majlis Daerah Kuala Langat?

Hi Paudzi,

Thanks for getting in touch.

Yes, we do, and would be happy to assist you. Our client servicing team will be getting in touch shortly.

Take care and we wish you a smooth application!

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As covered in our guide to WRT licenses in Malaysia, the Wholesale, Retail, and Trade License is a business permit issued to foreign-owned businesses in Malaysia operating within certain trade sectors.

In this post, we take a closer look at how the The Ministry of Domestic Trade and Costs of Living (KPDNHEP) defines four categories of foreign owned retail businesses.

Each category will include:

All of our information is based on the official WRT license guidelines by the Ministry of Domestic Trade and Costs of Living which you can read in full [here](#).

Let's start!

A standalone self-service distribution store with sales floor area of 5,000 square meters or more, selling a very wide variety of mainly consumer goods, comprising a mix of food and non-food products, in a range of transaction sizes or quantities and in different forms of packaging.

Notable examples: Aeon Malaysia (Japanese owned) and Lotus's (Thai owned).

A combined paid-up capital and reserve of at least RM50 million, as well as a minimum of 30% shareholding allocated for Bumiputeras within three years of approval.

As large retail outlets, hypermarkets are potential disruptors to the local economy and are subject to specific rules that account for national and public interest, namely:

Only companies running a hypermarket can open a superstore, so in practice, superstores are just smaller versions of the hypermarket for

less populated locations.

A self-service distribution store with sales floor area of 3,000 square meters to less than 4,999 square meters retailing a very wide variety of mainly consumer goods, comprising a mix of food and non-food products.

A combined paid-up capital and reserve of at least RM25 million.

A distribution store with sales floor area of varying sizes, usually engaged in retailing an extensive assortment of consumer goods that are departmentalized by gender, age or lifestyle, through self-service or with sales assistance, generally under one common store management.

A departmental store may include a supermarket of not more than 2,000 square meters.

Notable examples: Marks & Spencer (British owned) and ISetan (Japanese owned).

A combined paid-up capital and reserve of at least RM20 million, subject to review every three years.

Though no as big as hypermarkets, department stores are by no means small and are therefore largely subject to the same rules:

Stores dealing with one main brand name / product / line of goods associated with one product, such as food and beverage, household appliances, electrical appliances, healthcare products, optical goods, footwear, clothing and apparel, and practically any retail sector that allows foreign owned businesses.

Notable examples: Gordon Ramsay Bar & Grill Restaurant (British owned)

A combined paid-up capital and reserve of at least RM1 million, subject to review every three years.

Specialty store may be allowed to operate in the above categories if it fulfils the following criteria:

We think Gordon Ramsay's restaurant is a pretty good example of a specialty store that fulfils all the above requirements. It's unlikely that his restaurant will rob local smaller F&B outlets of income, while employing locals will lead to transfer of culinary skill.

Plus, do you really want to be the guy who says no to Gordon?

As with departmental stores, an impact study on existing local retailers will be needed if operating in a standalone building or with business floor area of 5,000 square meters and greater.

Occasionally, new forms of business may appear that don't quite fit in with existing definitions of floor space, especially in digital sectors.

KPDNHEP reserves the right to allow these businesses to be granted WRT licenses. In general, provided the same conditions of a specialty store have been met, there is a good chance the business will be allowed to operate in Malaysia, unless they fall under sectors that forbid foreign involvement.

If you're a foreign entrepreneur looking to establish a business in Malaysia under these sectors, direct involvement will be difficult as they do not allow foreign business ownership.

You wouldn't want to compete against Malaysians in the wet market scene anyway. We're way too good at it!

If you're looking to apply for a WRT license, consider engaging our team to do it on your behalf. With our expertise and experience in

assisting entrepreneurs from various industries, we can expedite the application process and save you valuable time and frustration.

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Gyms in Malaysia fall under the purview of district-level Local Authorities with no federal body to standardise gyms across the country, which usually means information is harder to come by. So if you're trying to find out how to open a local gym or fitness centre, you're in the right place!

This guide provides a general overview of the requirements, processes, and timelines involved in opening a gym in Malaysia (and a pitch at the end to let MISHU handle it!).

Here's how we'll break it down:

NOTE: We cite the Petaling Jaya City Council (MBPJ) guide as a reference, and we'll be linking as many other Local Authority guidelines as we can find at the end.

Let's begin!

As mentioned at the start, every gym in Malaysia is subject to the specific requirements of the Local Authority where it is set up.

For example, the Petaling Jaya City Council (MBPJ) has set these as requirements:

As you can see, these are related to safety and hygiene, and requirements are generally uniform across councils ? keep your gym safe and clean, and employ competent people. Fail to meet these criteria and a gym can be shut down immediately.

In addition, gyms can be run either as a Sole Proprietorship or Sdn Bhd (more on that later).

MBPJ is among the Local Authorities that allow online applications to open gyms via their eLesen portal. They are not the only one, but check if your Local Authority requires physical application

submissions.

In total, expect two to three months to begin operating a gym from the time you begin the process, pending the capacity of Local Authority officers to inspect your premises, and whether you passes the initial inspection (it?s normal to need a couple of tries).

We?ll add that you don?t have to setup a Sdn Bhd as your business entitiy to run a gym ? you can instead register an SSM Enterprise for significantly cheaper and faster.

This is clearly a non-exhaustive list of Local Authorities, but we promise to add more as we assist business owners across Malaysia open their new gyms.

In fact, let us help you!

MISHU?s team of business license experts can help liase with your Local Authority to pin down specific requirements and make setting up a gym effortless. Well, effortless for you ? so get in touch!

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Upon incorporation, you'll need to obtain specific business licenses from local and federal authorities before you can begin operating legally.

If you found incorporation time-consuming, business license application can feel never-ending.

New entrepreneurs face uncertain wait times, complicated rules, and government websites that look like they haven't been updated since Malaysia achieved independence.

This is when many entrepreneurs turn to business license runners: a third-party offering license application and submission services.

They are professionals who understand business license application processes from end-to end, allowing them to:

Ultimately, a license runner removes the burden of red tape and obtains licenses for you as soon as possible.

That's why it's important to be careful when choosing your license runner service provider!

Every service-based industry will have providers that are much less qualified than their peers.

Instead, these providers prey on the inexperience of newbies and attractive low rates.

Those who fall victim may find that the "experts" they hired know less about business license application than them, defeating the very purpose of engaging a license runner service!

To avoid this, we must first convince you to choose a license agency over individual license runners.

A license agency is a business specialising in helping entrepreneurs

with license application and submission.

An individual license runner offers the same service as an independent freelancer.

Between the two, we strongly recommend going with the agency.

Yes, you usually pay more, but the assurance of quality and accountability that comes with engaging a business is priceless.

A business has a reputation to protect and a clear internal workflow that prioritises your convenience.

Individual runners are often less organised and their lack of skin in the game means they could simply disappear at any time (and yes, we know business owners who have had this happen to them).

Don't be penny-wise, pound foolish.

We'll assume our extremely charming and insightful arguments have convinced you (how could they not).

Here are four factors to evaluate a license agency's expertise.

You want to see what former clients are saying about the agency. Be sure to check their Google reviews, testimonial page, and the comment section of their social media postings.

Pardon us for seizing this chance to flex our testimonials.

Since you're dealing with an agency, they will likely have a corporate website and a Google business profile.

Additionally, they'll have social media pages.

Every license agency says they deliver results.

Then again, cigarette companies used to say smoking won't cause cancer.

Listen to clients ? with so many license runners out there, find one

people have demonstrated trust in.

It's standard practice for a license agency to provide a pre-application consultation to clients.

This is where they will ask you questions to fully understand your business needs and advise you accordingly on the various licenses you need and requirements that must be met.

Many agencies offer it for free while some charge a nominal fee to measure your commitment.

Either is fine, but you should NOT feel pressured to engage the agency just because they gave you a free consultation.

If they actively try to guilt you into choosing them, run in the opposite direction as fast as you can.

While some licenses are obscure and rarely applied for, some licenses are needed by practically every business in Malaysia, and many more are super common.

Here are some examples:

An agency claiming to offer expert business license application services should have a thorough understanding of the requirements, processes, exceptions, and wait times surrounding these and other common licenses.

This one is a bit of a bonus and context-dependent; let's think of a hypothetical situation.

Say your business has very profitable intellectual property and branding.

However, it hasn't been protected by trademark because it just hasn't occurred to you.

A truly knowledgeable licensing agency, through a experience and a comprehensive consultation process, may be able to highlight this gap.

Again, it?s a bonus, and not very fair to expect a firm specialising in licensing to understand other aspects of business.

That?s why we?ll finish with a final recommendation ? choose a business consultant over license agencies!

A business consultant offers all the expertise and assurance of license agencies when it comes to your business license application and submission needs.

However, a business consultant provides expert guidance on every aspect of growing your business.

If you are planning to be in business for the long-term, it would be far more useful to partner with a consultant that can assist with all your business needs ? just saying!

Consider engaging MISHU to do it on your behalf. With our expertise and experience across various industries, we will expedite the application process and save you valuable time and frustration.

Government officials melt at our smile ? see above for a free preview!

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With a topic as sensitive as termination, Malaysian employers and HR leaders will naturally have doubts and concerns about how to properly approach the matter.

By 'properly', we don't mean being nice – we'll leave that part up to you!

'Properly' here means ensuring terminations are fully compliant with Malaysian employment law.

To help, we've compiled answers to the ten most frequently asked questions about prematurely ending employment contracts with citations from the following statutes:

We've also included a bonus question to end all other questions – the one you should be asking.

Let's begin!

Yes, the term 'employment termination' itself refers to the ending of an employment relationship between employer and employee.

In practice, there are several different ways this can happen:

Besides constructive termination and termination without cause, other forms of termination are a natural part of employer-employee relations.

The most common valid reason for termination is employee misconduct, namely:

These fall under termination for cause, and the employer is required to provide proof of indiscipline and poor performance.

Additionally, Section 12 (3) of the Employment Act allows termination for the following reasons:

These fall under redundancy and come with their own conditions

discussed later.

Unfair dismissal is when an employee is terminated seemingly without just cause.

Under Section 20 of the Industrial Relations Act 1967, an employee who believes they have been unfairly dismissed can file a complaint with the Industrial Relations Department within 60 days of their last day.

We won't go into details of what follows a complaint now ? just make sure you have a valid reason for termination and provide evidence where necessary.

Some claims are made when employees don't fully understand why they have been terminated.

Don't let poor communication be the reason for legal troubles.

While it's common in Malaysia to issue at least two written warnings before a final termination letter, the Employment Act does not actually make it mandatory to send any warning letter at all.

This shouldn't be confused with a minimum notice period, which is a requirement.

But as far as warning letters go, you're free to issue any number you see fit.

In practice, this varies depending on type of misconduct, as sexual harassment and stealing office staplers aren't quite the same.

There is no specific format required by law, and we recommend treating it like any other internal business communication, which means:

For a more detailed look at termination letters, check out our guide to eight essential HR letter templates.

According to Section 12(2) of the Employment Act. under normal circumstances, both employees and employers are entitled to the same minimum notice period, which is as follows:

The notice must be in writing and the day on which it is issued marks the start of the notice period.

The logic is clear: the longer the employee-employer relationship, the more reliant both are on each other, meaning high salaries in exchange for high experience.

It takes more time to find a suitable replacement, hence the longer notice periods.

Provided there is a valid reason, the answer is yes, and this commonly comes in two scenarios:

Section 13(1) of the Employment Act allows employers to terminate the employee immediately by paying them a sum equal to wages earned during the notice period or remaining duration of the notice.

Section 13(2) of the Employment Act allows employers to end the employment contract without notice if the employee deliberately violates a condition of the contract.

As mentioned above, proof of the breach must be provided to avoid claims of unfair dismissal.

Yes, but it is no easier than immediately terminating any other staff member.

Although no act specifically mentions employees on probation, they are recognised as having the same rights as regular employees.

This means the employer still has the burden of proving a breach of contract that can justify immediate termination, and the employee can file a claim of unfair dismissal if they feel there is grounds for it.

Yes, the Employment (Termination and Lay-Off Benefits) Regulations 1980 has mandatory minimum payments for employees earning up to RM4,000 per month and employed for 12 months or more:

For all other employees, it depends on what is stated in their employment contract.

There are two common forms of remedies:

In general, reinstatement is rarely ordered because at this point both parties are usually eager to never see each other again, let alone work together!

Compensation is calculated at one month's salary for every 12 months of employment.

In addition to reinstatement or compensation, the employee can be awarded a maximum of 24 months' worth of back wages.

Have a clear and up-to-date employment contract and employee handbook!

If you're looking for these answers online, your employee handbook and employment contracts are probably not as comprehensive as they should be.

Well-written employment contracts and employee handbooks explicitly outline all procedures related to termination as well as other key aspects of employer-employee relations. Beyond full compliance with employment law, these procedures are worded in a way that is easily

understood by all parties.

Clear expectations lead to easily resolved disputes.

And resolved disputes lead to smooth final goodbyes.

Speaking of which, check out our smooth final goodbye in action right now.

Is it that surprising that people behave and perform better when they are given clear rules?

Beyond termination, employee handbooks and employment contracts outline other aspects of employment such as leave policies, compensation and benefits, and more.

Our HR experts would love to sit down with you and work it out!

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Considering the numerous SME-friendly insurance packages available to Malaysian businesses, it's rare for a business today to truly be 'too small' to be worth insuring.

And yet, an article in 2022 by Malaysian news portal The New Straits Times reported that 80 per cent of SMEs were underinsured, a finding corroborated by another article from Q4 2023 in which the percentage of underinsured SMEs was said to be 85%!

The article stated business owners preferred prioritised revenue-generating activities – but unless a business is making tens of thousands in monthly profit, it's not about to out-earn an accident.

And so in this post, we'll be covering

Let's begin!

From the many types of corporate insurance policies, we've listed down six with the most relevance across industries:

An employee benefits insurance plan is a health and protection package that a company buys for its workers and can include various benefits as the employer sees fit, including:

It's meant to address gaps in the government-required Social Security plan, and is also undeniably an effective tool to attract and retain talent.

Many employers believe SOCSO provides their staff with adequate protection.

'Adequate' is a relative term, but we can all agree it's no synonym for 'complete', and here are some key differences between SOCSO and a typical employee benefit plan.

The biggest advantages a benefits plan has over SOCSO is the equal

protection afforded to all employees, as well as coverage for hospitalisation and treatment for illnesses, notable gaps in SOCSO's offering.

Often, having both is the best way to fully protect your people from untoward incidents, and for that reason, MISHU recommends this insurance plan to any business that employs even one staff member.

Key person insurance is a life insurance policy that insures the life of someone of high value to the company such as a C-suite executive, a top earning salesperson, or senior manager / leader.

Should this key person pass away or become permanently disabled, the business is compensated to help make up for the loss in potential revenue. The money received can be invested into recruiting and training a suitable replacement.

Professional Indemnity insurance covers expenses of legal proceedings and compensation owed to customers who suffer financial losses due to mistakes or negligence by the business owner or employees.

Even the most experienced and knowledgeable among us eventually make mistakes, and these mistakes sometimes lead to significant losses for clients. Professional indemnity insurance protects not just your businesses and employees, but the clients that experience financial loss.

Product liability insurance covers the financial burden of lawsuits and legal actions resulting from accidents caused by products sold by your business.

Despite your best efforts to ensure your products meet industry standards, accidents can still happen. Product liability insurance

gives your business protection for bodily and property damage in these situations.

General liability insurance safeguards your business from lawsuits due to bodily harm or damage to property suffered by third parties (not part of your business) on your premises or during the course of your business operations.

Accidents are inevitable, and having general liability insurance ensures your business is covered whenever they occur. This peace of mind allows you to focus on running your business without worrying about potential setbacks due to unforeseen incidents.

Property insurance shields owners and contents of a building from damage caused by weather-related disasters or malicious acts. It also covers third parties who get injured while on the owner's property.

Insuring the premises can be crucial in case of temporary closure leading to income loss, as well as for covering repair and replacement expenses.

In most cases, the answer is 'yes', insurance premiums are considered a tax deductible expense so long as they:

The surrender value in an insurance policy refers to the amount of money that a policyholder receives if they terminate or 'surrender' their policy before its maturity date, forfeiting the benefits of the policy in exchange for a cash value.

The most common type of insurance that comes with surrender value is Keyman Insurance, though you should always consult your insurance agent to be certain.

Did you know that the 2012 - 2022 floods in Malaysia have a dedicated

Wikipedia page?

The General Insurance Association of Malaysia (PIAM) recently reported that the historic natural disaster caused total losses of RM622.4 million across various business sectors, including premises, vehicles, and manufacturing equipment.

It was a truly terrible time to live on the East Coast.

Authorities have described the event as a 'once in a century disaster' that statistically only has a 1% chance of occurring on any given year.

Now imagine if you were a business owner who dismissed the 1% chance of disaster and neglected to insure your business. Years go by with no cause for alarm, affirming your belief that corporate insurance is an unnecessary expense.

Instead, you invest in extra hands, better equipment, and renovations to grow your business.

Then one day you no longer have a business.

With the right corporate insurance packages, you can mitigate and even offset your losses.

With no business protection plan and no safety net to catch you as you fall, it will be as if the years you've poured into your business never happened. For many business owners at the time, this wasn't a hypothetical situation

Good entrepreneurs learn from their mistakes, but great entrepreneurs learn from the mistakes of others.

If your business isn't insured as yet, let's get that sorted!

MISHU's network of qualified insurance agents regularly assist SME

owners from various industries with finding the perfect policies to protect their business from the unexpected.

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A company is a breeding ground for conflict, necessitating rules that define acceptable and inappropriate behaviour across all levels of the organisation.

That's where a well-written employee handbook comes in.

Properly executed, this document sets clear expectations of conduct in various situations relevant to the company, and it's important to allocate resources to develop a handbook that leaves nothing to chance.

That said, here are eight practices employers in Malaysia must know about employee handbooks.

Although Malaysian Employment law is based on the Employment Act 1955, government policies usually impact these laws, and the employment act is updated very regularly to comply with these policies. It is important for every organisation to stay updated with, and integrate such changes into your employee handbook.

As recently as early 2023, there were a series of updates to the Employment Act that included:

If your male employees had a baby in 2023, we hope you gave them some paid time off!

This goes hand-in-hand with using a generic handbook template without customising. While requirements set out in the Employment Act are non-negotiable, companies still have plenty of freedom to set rules for employee conduct and should exercise them.

Every organisation has a slightly different culture, mission, and values, and copying another company's handbook just won't work.

You'll notice some policies go through frequent changes, so rather

than writing a detailed version in the handbook, include a short clause whereby the handbook cites the most recent addendum as the valid version.

Common examples include commission schemes and salary increments, but it can apply to any policy in your company requiring frequent updates. This keeps the employee handbook intact while flexible policies can be amended as needed.

You don't want multiple versions of the employee handbook floating around and accessed through various platforms. This can lead to unnecessary conflict due to one party inadvertently referring to outdated policies.

At any one time, the entire company should access just one version of the handbook, that being the most recent.

This can be easier said than done, and is closely related to the next two action items.

Just publishing a handbook update and calling it a day isn't enough.

There must be reasonable steps to ensure all employees are:

Also, be prepared to do all the above and still have employees who are unaware!

Just as many students only study the night before exams, many employees only read the handbook when the need arises.

What matters is that when they need it, they can easily find it.

In anticipation of clarifying questions from employees, your HR team should be fully trained and knowledgeable on the handbook contents.

They will be most employee's first point of contact and must be able to supply accurate information.

Compare a digital and physical employee handbook and the former is far superior, offering the following benefits:

One benefit a physical copy offers is it can be placed under a wobbly chair to even out the legs.

If your office chairs are already stable, go digital!

In addition to compliance with employment law, handbooks benefit from writing that removes ambiguity and aligns all stakeholders on standard operating procedures across company activities.

This includes using specific terminology and wording that is easily understood by everyone from employees to managers to Labour Department officials in cases of disputes.

For that reason, we strongly urge company decision-makers to engage a professional HR consultant service who can work with you to determine necessary policies, draft the handbook, have it reviewed by a legal team, and plan a sustainable digital distribution system.

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akan memulangkan yuran sepenuhnya.

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There?s absolutely no risk! Take our commitment and try us out.

On 17 November 2023, leading artificial intelligence company OpenAI announced the termination of their CEO and founding member Sam Altman.

As one of OpenAI's core founding members and its public face for many years, Sam's dismissal came as a huge shock, most of all due to the sheer speed and abruptness with which it happened.

Sam and I are shocked and saddened by what the board did today. Let us first say thank you to all the incredible people who we have worked with at OpenAI, our customers, our investors, and all of those who have been reaching out. We too are still trying to figure out exactly? According to news reports, Sam was invited to an impromptu virtual meeting by one of his co-founders on 16 November.

Less than 24 hours later OpenAI publically announced news of the termination ? a C-suite version of breaking up with your girlfriend via text message.

And what did this C-suite breakup message state?

The board no longer has confidence in his ability to continue leading OpenAI.

The sudden move has since set into motion a series of events, including multiple senior OpenAI members resigning in protest, OpenAI's board attempting to persuade Sam to return, and Microsoft announcing Sam joining them and leading a newly created AI research team.

If we didn't know this was real, we'd have thought it was a plot written by ChatGPT.

We're sure CEOs all over the world ? including Malaysia ? wondered

whether they too could wake up one day discover they'd been suddenly sacked.

Perhaps while Mr Keong was asleep, his board secretly got on a Zoom call and decided that they no longer had confidence in his ability to continue leading Crunchy Chocolate Biscuits Sdn Bhd?

It's a valid concern, and for those who enjoy highly technical reading, our legal partners have published a thorough answer substantiated with case law.

For those who prefer their facts without too much legal jargon mixed in, read on.

The short answer is: Maybe!

For private companies, a director's removal falls under either Section 206 of the Companies Act 2016 or the company constitution if it has one.

Under Section 206, a director's removal requires several conditions to be met:

Furthermore, this need for a resolution during a general meeting cannot be bypassed by a circular written resolution (where shareholders sign a document indicating their agreement without meeting).

This means the director cannot be blindsided ? they will know beforehand and can mount a defence.

In other words, Mr Keong can sleep soundly for at least 27 days before having to worry about finding a new job.

A company constitution is a formal contract that further defines the roles and responsibilities of key company stakeholders, including how

to appoint, re-elect, and remove directors.

As every company's constitution is tailored to its needs, this can mean allowing for the removal of a director without a general meeting and within a notice period shorter than 28 days ? perhaps even immediately.

Where a company has a constitution, it takes precedence over the Companies Act.

If the company constitution allows for it, then yes, they can.

However, just because they can, doesn't mean they should and will.

Just like any company employee, a director who has been unjustly terminated can take the matter to court.

In fact, many directors have successfully argued their case and been awarded compensation (see our partner's article for cases of directors winning wrongful termination suits).

Furthermore, removing a director over malicious reasons or no reason at all is just bad for business. The company risks damaging its performance and reputation without gaining anything in return.

Overwhelmingly, when a director is removed, there is a valid reason.

At the very least, it is valid in the eyes of the shareholders.

And frankly speaking, as owners of a company, shareholders should have the autonomy to remove a director if they believe it would benefit the firm ? which brings us to our takeaway.

Let's take two well known companies: Rolex and Tesla.

This first thing that comes to everyone's mind when thinking of Rolex is its logo.

Meanwhile, the first thing that many people think of with Tesla is its

CEO.

Which company do you think is more capable of surviving a change in leadership?

A Sdn Bhd should be seen as its own entity, distinct from individuals appointed to run it.

This ensures the company identity is immune to personnel changes, generating trust among stakeholders and potential investors over years and decades.

It's extremely risky when an individual exerts such strong influence that the market sees them and the company as one and the same.

At that point, they've basically turned a company into their sole proprietorship ? something OpenAI found out the hard way.

We're not saying OpenAI made a good decision when abruptly firing Sam.

In fact, the aftermath indicates it's quite the opposite.

However, it's important that the board had the capability to make such a decision.

We firmly believe that it's important to have mechanisms that safeguard a company's interests over those of individuals (whether director or shareholder).

All in all, we wish Sam well, and to our readers, don't skip drafting a company constitution when incorporating a Sdn Bhd!

MISHU's team can assist you with incorporating your new Sdn Bhd, as well as various other needs such as appointment of a Company Secretary, opening a corporate bank account, and more. We would love to sit down over a virtual cup of coffee and understand your needs

? so let us know if you'd like help!

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Since its introduction in 2010, protected cell companies have been used in Labuan by domestic and international firms looking to expand their portfolio while mitigating risk.

And while this business structure can be found elsewhere in the world, there are some unique benefits that make setting up a PCC in Labuan especially worthwhile.

For those who enjoy deep dives into topics, Labuan Protected Cell Companies can be found under Section 130 of the Labuan Companies Act 1990.

For those pressed for time, this post addresses practical aspects of Labuan PCCs, including:

In short, how does it help businesses ? and can it help yours specifically?

Let's begin.

So we're on the same page, we'll start with a brief description of a PCC.

A Protected Cell Company is a limited liability company with a single core company (the PCC itself) from which an unlimited number of "cells" can be created. The core is governed by a single board, who can then appoint similar groups to manage individual cells.

Collectively, the cells are known as a "captive", and though each cell in the captive is linked to the core PCC, they are legally separated from each other and conduct business independently.

If this sounds a lot like a parent company and its subsidiaries, it's almost the same thing, only much more cost-effective and convenient to setup and manage.

While a PCC offers numerous advantages, often the most valued is its significant liability protection.

Individual cells can leverage the working capital of the PCC as a whole to meet capital requirements while being protected from the liabilities of other cells. This ensures that financial obligations of each cell is self-contained, freeing decision-makers to pursue more aggressive strategies.

With that out of the way, let's look at several common use cases of a Labuan PCC.

Though captive insurance companies is often the first answer that comes to mind, a Labuan Protected Cell Company is the ideal business structure for a variety of use cases.

A Labuan PCC can be owned by a single company that then creates cells to segregate its own and affiliated risks. This is useful when a company wants to mitigate risks across different segments of its business. A contractor with multiple ongoing development projects, for example, could benefit from setting up individual cells for each of their development projects.

Insurance service providers like underwriting managers can establish Labuan PCCs, allowing each cell to be owned by different companies, which may or may not be related to each other. This setup ensures that each cell only underwrites the risks of its owner or affiliates.

Fund managers can utilise a Labuan PCC as an umbrella fund structure, creating multiple cells to cater to various business strategies, providing collective investment fund products to their clients. Each cell can target specific investment objectives or strategies.

Thanks to the Labuan Islamic Financial Services and Securities Act 2022, as of writing this (November 2023) Labuan is the only jurisdiction in Asia that provides Shariah-compliant PCCs.

For companies with roots in the Middle East, or any organisation otherwise interested in setting up a takaful captive or investing in Islamic mutual funds, Labuan offers the benefits of a PCC structure as you expand in ASEAN markets.

Labuan PCCs must pay the following annual fees to Labuan FSA on or before 15 January each year:

Additionally there is a conversion fee of USD100 to convert a normal Labuan company into a PCC.

Finally, the table below shows the reporting and regulatory requirements of a Labuan PCC.

By the way, we cover Labuan company compliance in greater detail in our offshore Labuan company FAQ.

Be it a company with multiple projects, an insurance agency with different packages, or an investment firm managing an umbrella fund, a PCC business structure frees decision-makers to take risks with the reassurance that even if things go horribly wrong in one cell, there is no domino effect that might hurt the entire company.

If that sounds good, then check out our guide to Labuan company registration.

Alternatively, just click the button under the handsome man below!

MISHU's team is experienced in helping companies swiftly incorporate their Labuan company. We would be happy to sit down over a virtual cup

of coffee and understand your needs, including for specific business

licenses and employment passes ? so drop us a line!

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There?s absolutely no risk! Take our commitment and try us out.

For those interested in setting up a spa in Malaysia, this guide fully covers the requirements, processes and timelines involved (and a pitch at the end to let MISHU handle it for you).

Here's how we'll break it down:

But first, a word of warning!

We don't often ask this of potential clients, but in this case, we feel it wouldn't be right of us to NOT ask you if you're certain about setting up a spa.

As of January 2024 there are only 82 active spas in MOTAC's database, so the market is nowhere near saturated. However, spas in Malaysia were among the hardest hit by Covid-19 and the resulting lockdown in 2020, with news reports that over half the centres in Malaysia had been wiped out by Q3 2021!

As consultants, we urge you to consider the risks of a business fully reliant on in-person service.

Alright, no need to get testy ? let's begin.

Spas fall under the purview of the Ministry of Tourism (MOTAC), who have set out the following mandatory requirements:

Honestly, compared to other businesses, these are pretty easy to satisfy!

Let's elaborate on some of them.

MOTAC uses a star-based system to classify spas, with one star as the lowest and five stars being the highest classification. The rating is determined by assessing a spa based on six criteria with different weightage:

The scores are then adjusted for weightage and tallied based on a maximum score of 100. For your convenience, we'll just share the requirements to achieve a one-star rating.

Provided you can satisfy these requirements, you're all good!

If you're curious, click [here](#) to see MOTAC's official scoring requirements to achieve higher ratings (warning: it's a long read).

Local therapists have two ways to qualify:

Foreign therapists have only one way to qualify:

It should also go without saying that foreigners need a passport and valid work permit.

For health screenings, local therapists can be screened at any government or private clinic, while foreign therapists must receive a screening from the Foreign Workers Medical Examination Monitoring Agency (FOMEMA).

As of January 2024, there are only two such associations:

There is no real difference between them, so feel free to apply for both so that you can satisfy MOTAC's requirement as soon as possible.

While there may be slight variances, consider the following steps, respective timelines, and the documents/fees required.

Fortunately, MOTAC has digitalised their document submissions and license application process via their online portal [TOURLIST](#).

As mentioned in the table above, a Spa Certificate of Rating is valid for three years, after which your spa must submit itself for reclassification.

The reclassification application must be submitted three months before the current Certificate of Rating expires. Here are relevant links for

a reclassification:

Look, we're big believers in just-in-time learning, and a spa isn't meant to be rocket science, so take it one step at a time, and whenever you get too stressed, treat yourself to a facial!

Keep in mind that this is a guide to opening a spa in Malaysia.

Successfully running your spa is another matter, and In that sense, no, you probably don't know everything you need to know.

Worry about that later ? let's get your spa up and running first!

MISHU's team of business license experts can help make setting up a spa effortless for you. Tell us what you need and we will do our best to assist you ? so get in touch!

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There?s absolutely no risk! Take our commitment and try us out.

To entrepreneurs looking to open a business in the ASEAN region, Malaysia should be among your top choices.

Our country is a vibrant and diverse market with a healthy appetite for foreign investment, meaning the Malaysian government, workforce, and population love seeing overseas entrepreneurs set up shop here.

So skip Singapore and give Malaysia a shot ? here are five reasons we make it worth your while:

Malaysia's simplified regulatory framework makes setting up a foreign business a super straightforward affair. The Malaysian government has implemented clear procedures for business licensing and registration, making it easier for entrepreneurs to start and manage their operations. Provided the requirements to register a foreign company have been met, incorporation can be completed in as little as two business days.

Additionally, Malaysia offers a competitive tax structure, allowing for cost-effective business operations. Foreign companies (with >50% foreign ownership) are charged a flat corporate tax rate of 24%.

The World Bank's Ease of Doing Business Index 2020 report ranks Malaysia 12th globally and 3rd in Asia Pacific, behind only Hong Kong and Singapore. The index recognises multiple suitable locations within our country, with our capital city Kuala Lumpur in particular scoring top marks in ease of securing permits. This makes it perfect for businesses looking for a swift expansion in the region.

Malaysia's geographic location as a gateway to Southeast Asia makes it a prime base for foreign business expansion. Our location provides easy access to China and India, as well as neighbouring countries of

Singapore, Indonesia, and Thailand.

The ASEAN region includes 10 countries with a combined GDP of \$3.66 trillion and over 666 million people in 2022, compared to \$2.8 trillion and 650 million people in 2019. There is a swelling middle-class and digital adoption rate, which opens up digital markets for sectors such as consumer goods, healthcare, and education.

Plus, this spot's access to ASEAN Free Trade Agreements (FTAs) means businesses can receive tariff reductions or elimination when importing/exporting with ASEAN countries. The FTA network includes Regional Comprehensive Economic Partnership (RCEP), ASEAN-Australia-New Zealand FTA (AANZFTA), and more.

Malaysia is recognised for its high English proficiency, especially in urban areas. This creates an ideal platform for foreigners to run their businesses and easily hire local staff and work with local stakeholders. The ability to converse fluently in English boosts the credibility of entrepreneurs with clients and investors, and helps build productive relationships with stakeholders.

Malaysia's high English proficiency combined with multiculturalism also promotes a welcoming environment for foreigners. Malaysians in general embrace the new and novel, making our markets conducive for overseas entrants. This is evident in Malaysia's policies aimed at attracting and retaining foreign talents, such as the Malaysia My Second Home programme, which was introduced to boost investment and entrepreneurship by foreigners.

According to a global survey by Numbeo, Malaysia is ranked 101st out of 140 countries in the cost of living index, far below Singapore

(7th) and Hong Kong (12th). Foreigners who set up shop here can thus reap the benefits of a business centre in Asia without suffering high living and operating expenses. The country's affordability is complemented by its infrastructure that includes ample office space, skilled employees, and raw material availability.

In particular, outside of Kuala Lumpur, which already ranks favourably in Numbeo's index, entrepreneurs have the option of more cost-effective business hubs such as Penang and Petaling Jaya.

Malaysia offers a wealth of opportunities in various industries for foreign entrepreneurs. These industries cover a wide range of sectors, such as manufacturing, services, agriculture, and technology.

The following table showcases the various industries and their respective areas of opportunity in Malaysia:

As mentioned, Malaysia boasts an extensive network of free trade agreements and a strong government commitment to supporting foreign investment. The country's strategic location also provides easy access to the ASEAN market, making it an ideal location for foreign entrepreneurs.

With a prosperous economy, favourable tax policies, skilled workforce, and low cost of living, Malaysia makes a strong case for itself as a top contender for foreign entrepreneurs setting up overseas businesses.

As icing on the proverbial cake, we know you will love spending time in Malaysia. Our country lies at the heart of ASEAN culture, and we challenge anyone – least of all Singapore – to best us at the variety of cuisine we offer!

If you're a foreign entrepreneur seeking to open a business in Malaysia, consider engaging MISHU to help. We are a Malaysian-based digital business consultant offering professional assistance at affordable prices. In addition to swift incorporation, we deliver a range of post-incorporation services including bank account opening, hiring nominee directors, legal counsel, and anything you need for a silky smooth entry into the Malaysian market.

Check us out and get in touch!

I am employed in Malaysia (Kuala Lumpur). I would like to know if I can set up a business which is not competitive to my company core business. Especially I want to get education business.

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A business entity is the foundation upon which the business is built, and entrepreneurs looking to start a venture in Malaysia must commonly decide between four options:

Each comes with its own pros and cons that impact the set up and operation of a business.

Entrepreneurs should therefore carefully align the entity's strengths with their venture's goals.

This guide provides a complete side-by-side comparison of all four business vehicles, as well as a breakdown of their strengths, drawbacks, and common use cases.

By the end, you'll know which structure serves you best, and hopefully let MISHU help you set it up!

Let's begin.

The table below shows key similarities and differences between the four business structures including ownership, compliance requirements, set up costs, tax treatment, and more.

Here are some key takeaways from the table:

For a more focused comparison between two specific business vehicles, check out our guides below:

Otherwise, let's proceed to a more in depth look at each structure.

Sdn Bhd's are the go-to structure for businesses seeking:

This of course includes a huge range of use cases, which is why many small, medium, and large-sized businesses opt for a Sdn Bhd, with over 3,000 new companies incorporated every month.

The only requirement is to have at least one director who resides in

Malaysia, which can be fulfilled by the sole shareholder.

Note: For Sdn Bhd with multiple shareholders, it is HIGHLY recommended to draft a Shareholders' Agreement to define a clear protocol for conflict resolution between shareholders.

Ultimately, these drawbacks are simply the cost of a business structure that promotes growth and transparency while protecting the personal assets of its owners.

Think of a Limited Liability Partnership as a combination of the most desirable qualities of a Sdn Bhd with a Conventional Partnership.

Unsurprisingly, LLPs are most popular among teams of professional service providers such as lawyers and accountants who want the assurance of working alongside partners and the protection of limited liability.

As we've said before, good luck getting a lawyer with unlimited liability to give a word of advice!

One requirement of an LLP is to appoint a Compliance Officer who is a resident in Malaysia, who will be responsible for ensuring the business complies with the law.

A Conventional Partnership is essentially a Sole Proprietorship with more than one owner and is most commonly used for more blue-collar service providers such as F&B outlets, workshops, and various smaller construction businesses where multiple partners pool their resources and share ownership and decision making.

Often times, the amount of annual profits generated wouldn't benefit from corporate income tax rates, and the business is relatively low-risk, so the absence of limited liability protection is

inconsequential.

As the simplest structure to set up, Sole Proprietorships, also known as Enterprises, offer the lowest ceiling for long-term growth and as a result are commonly chosen by the smallest of businesses, freelancers, and individuals operating low-risk, low-revenue ventures where the value of a business structure is simplicity, not its ability to attract angel investors for a startup.

However, we should add that it's extremely common for new entrepreneurs to start with a Sole Proprietorship and later convert the Enterprise to a Sdn Bhd once it reaches a certain level of growth.

Due to their similarities or differences, some business entities have a large overlap in application and are frequently compared by entrepreneurs.

These two are by far the most compared business structures as they both allow full ownership by one person. That aside, they are near opposites, making it easy to decide between them.

Choose a Sdn Bhd if you:

Choose a Sole Proprietorship if you:

Differences between an LLP and Conventional Partnership may not be immediately clear, making it harder to choose between these two business entities. However, there certainly are key differences that affect business operations.

Choose an LLP if you:

Choose a Conventional Partnership if you:

Because both entities offer limited liability and corporate income tax treatment, it can be tempting to opt for an LLP with its lower set up

costs and less strict compliance requirements, but Sdn Bhd offer far more potential for growth due to the ability to issue stock.

Choose a Sdn Bhd if you:

Choose an LLP if you:

Setting aside specific industries that mandate the use of Sdn Bhd or LLPs, we advise entrepreneurs to consider the biggest advantage Sdn Bhd and LLPs offer which is limited liability protection.

Specifically, consider if it affects their business decision-making process.

Below is an article of a property developer being sued by its partner for unpaid sums of RM20 million.

If you read the article, you'll notice that at no point are the company directors or shareholders named. Neither are they named as plaintiffs, and that's the value of limited liability protection ? so long as there is no foul play, only the business can be the subject of legal action.

In higher-risk industries where unforeseen challenges are more prevalent, opting for a business structure that offers limited liability, such as an Sdn Bhd or LLP is beneficial to protect personal assets of business owners.

Growing from a small business into a big business cannot happen without taking risks.

However, our heartbreaking story on personal bankruptcy shows combining risks and unlimited liability can end in disaster.

The absence of liability protection can carry a substantial risk to the business owner.

Inversely, this can lead to a high level of risk aversion that hinders entrepreneurial decision-making, accepting some measure of calculated risk for the potential rewards.

Opting for a business structure with limited liability protection safeguards personal assets and frees entrepreneurs to think and act as entrepreneurs should.

Regardless of business structure, you'll still need a great business consultant who understands Malaysian SME pain points. The MISHU team is here to help you start, build, and grow your business to its fullest potential.

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We're guessing you're thinking of appointing a nominee director for your Sdn Bhd.

But before assuming the risk, you'd like to know how well their roles and responsibilities are covered by existing company law, including:

It's a valid question, so let's see how a nominee director's role is defined in the Companies Act 2016, which is meant to address all aspects of company governance.

Spoiler: It's not as comprehensive as you might like!

Out of the 620 sections in the Companies Act 2016, only one (Section 217) specifically addresses the responsibility of a nominee director, and here it is verbatim:

(1). A director who was appointed by virtue of his position as an employee of a company, or who was appointed by or as a representative of a member, employer or debenture holder, shall act in the best interest of the company and in the event of any conflict between his duty to act in the best interest of the company and his duty to his nominator, he shall not subordinate his duty to act in the best interest of the company to his nominator.

(2). A director who contravenes this section commits an offence and shall, on conviction, be liable to imprisonment for a term not exceeding five years or a fine not exceeding three million ringgit or to both.

Practice due diligence and verify what we said ? here's a link to the Companies Act!

In simpler language, the bolded part means a nominee director's first responsibility is to the company, not whomever appointed them.

For example, a nominee director you appoint cannot knowingly allow you to embezzle company funds.

And that's pretty much all the Act says about nominee directors.

That's great, but if you and your fellow directors don't plan on embezzling anything, it's not really a protection you need.

And if you do plan on embezzling funds, this article won't help you!

The Companies Act 2016 makes no explicit mention of:

We're sure you'll agree that the protections offered are quite insufficient.

To be fair, federal legislation like the Companies Act is intended as a framework that can cover the entire country ? that's a lot of companies!

The details are often left to those running the show.

If you're a business owner and see value in appointing a nominee director, it's your job to fully define the parameters and constraints of that role.

That's where a Proxy Agreement comes into play.

We describe Proxy Agreements in detail in our post on essential nominee director documents.

But here's the summarised version:

A proxy agreement is a legal arrangement allowing one entity to carry out specific functions on behalf of another and comes with many strings attached.

In the context of a nominee directorship, it includes several key documents that fully define the scope of authority held by the nominee, including:

Taken together, we can see a more robust level of protection afforded to business owners.

Sounds pretty bulletproof if you ask us.

If you have other questions, check out our FAQ on appointing nominee directors where we go into logistics and requirements.

Otherwise, that's it for this post ? hope we helped!

MISHU's team of professionals can help you source the perfect nominee director and manage all paperwork to ensure a smooth appointment that fully protects you and your company's interests.

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A recent press release from the Malaysian Ministry of Finance reported a 5.6% uptick in the Malaysian economy in Q1 2023, and projected continued growth throughout the year.

Additionally, there was a drop in unemployment levels from last year combined with rising domestic demand and private expenditure. All this strongly suggests that consumers and companies in Malaysia are gaining confidence to spend and invest.

As markets open up, Budget 2023 also saw several new SME-friendly policies, including:

There's more, but we hope by now you're convinced that this is as good a time as any to found a small business or startup company in Malaysia.

Both start small, but a successful small business will always stay small.

A successful startup will go massive, potentially employing up to hundreds and changing the way we live.

If your goal is to create the most profitable business in Malaysia that you possibly can, then a startup business idea is what you need. Bear in mind that startups are not necessarily tech-focused, but always heavily combine technology with traditional industries to disrupt the status quo.

To inspire you, here are three noteworthy examples in Malaysia across different industries.

Industry: F&B

Just FYI, achieving 'unicorn' status in the startup space is no mean feat - it means a \$1 billion valuation.

This coffee chain was founded in Indonesia way back in 2017 and currently has over 850 outlets in their home country. In addition to excellent products at competitive prices, the brand has embraced technology with an app on Google and Apple stores where customers can pre-order drinks, try exclusive new recipes, and collect / redeem loyalty points.

Last year, they began their international expansion starting in Malaysia, with plans to open 100 locations in 2024 after a new round of funding.

Industry: Equity Crowdfunding (ECF)

If you thought 2017 was a long time ago, MyStartr was founded in 2012 as a digital platform for local businesses to raise capital through ECF. MyStartr empowers everyday people to own a piece of businesses they believe in, and of course it's a great way for said businesses to raise awareness and funds simultaneously.

So far, they've helped raise RM64 million, and their ultimate goal is to raise a total crowdfunding amount of RM4 billion in five years.

Industry: Fintech

No startup list would be complete without a fintech entry, and Swipecy was founded in 2021 as Malaysia's first corporate payment solution with integrated banking. It provides SMEs with a bird's eye view of company finances and easy payment and expense management solutions.

One of their most valuable products is a virtual prepaid company credit card to prevent SME owners from using personal cards.

In a recent news article, it was reported that Swipecy closed its first financial year with RM442,000 in revenue and hopes to raise an

additional RM6.61 million by the end of Q2 2023.

As profitable and impactful as they can be, startups come with two unique risks and challenges that entrepreneurs must prepare for.

Though the specific figure changes slightly from year to year, Google's startup failure rates and you'll find most agree on a 90% failure rate. Ten percent of all startups fail within their first year, 70% fail within the second and fifth years, and the remaining 10% fail sometime later.

It takes a special kind of tenacity to found and run a startup, and many successful founders have a few failed projects in the closet!

If you've ever seen shows like Shark Tank or Dragon's Den, you'll know what we mean.

Startup founders often need to raise capital from investors in several rounds, including:

To do this, founders offer part ownership of the company, something only possible through shares and with enough public confidence.

To protect yourself as an entrepreneur, it all starts with the perfect business structure.

A Sendirian Berhad (Sdn Bhd) is recognised as a separate legal entity responsible for its own business decisions and therefore any debt or obligations borne by the company is kept separate from the personal responsibilities of its owners.

If your startup fails, your personal assets are 100% safe as long as there is no proof you have acted dishonestly and against the best interests of the business and investors.

Because a Sdn Bhd is subjected to strict compliance requirements by

Malaysian authorities, there is an air of credibility that absolutely will help secure investments. All the startups we've mentioned are Sdn Bhd's, and it is by far the most common business structure in Malaysia.

Incorporating a Sdn Bhd involves preparing many documents and filing them with the relevant authorities. If you're about to found a startup, your hands are going to be full!

MISHU has resources and partnerships in many key areas and would love to help you incorporate your next startup or small business! Get in touch with us today.

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To speak plainly, a nominee director is less of a business partner, and more of a reliable proxy so plans to incorporate in Malaysia can proceed without interruption.

As a result, the task of sourcing and appointing a nominee director is nearly always outsourced to business advisors like MISHU.

However, the lack of oversight into nominee director sourcing can hurt business owners.

In this post, we show an example of a questionable nominee director appointment, how it impacts a business, and how you can ensure it doesn't happen to yours.

The eligibility requirements to be a nominee director are the same as a regular director:

Additionally, as of December 2023, there is no law that limits the number of directorships a person can hold ? instead, it is left to the individual and business owner to judge their capacity to serve.

It's a reasonable mechanism where normal directors are concerned ? they play an active role that has direct impact on business operations.

Therefore, business owners directly and actively participate in hiring for this role.

On the other hand, a nominee director plays a much more passive role, and business owners often entrust the hiring with consultants.

Is this something to be concerned about?

We'll let the recent story from Singapore ? which has a local director requirement just like Malaysia ? do the talking.

You can read the full news story [here](#), but for your convenience, we've

condensed it below:

It's hard not to question a system that cannot prevent one individual from assuming so many directorships.

Especially one without sufficient experience or formal training.

Imagine you owned one of the other 59 companies Leonard was nominee director for.

Leonard would most likely resign.

You would need to find a replacement urgently, as without a local director you are in violation of the Companies Act.

At the same time, the role is not actually urgent, because you're only hiring to stay compliant.

It's frustrating to spend valuable resources on something that, at the end of the day, is just a formality.

And worse, if the next nominee director was selected without strict due diligence, there's a chance of this repeating down the line.

Start off on the right foot by engaging business advisors that have and follow strict standards.

This includes nominee director candidates but extends to clients as well ? how stringent are their KYC procedures?

This should translate into tangible steps, such as:

For example, MISHU has initial, enhanced, and ongoing due diligence policies that comply with the requirements of Malaysia's Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001.

Ultimately, before trusting a consultant to find you a nominee director, establish their thoroughness in selecting and vetting!

MISHU's team of professionals can help you source the perfect nominee director and manage all paperwork to ensure a smooth appointment that fully protects you and your company's interests.

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One drawback of setting up a private limited company in Malaysia is the relatively strict requirements ? one of which is to appoint a Company Secretary (also known as a CoSec). This has led many to ask: ?What the heck is a CoSec??

Short answer: A company officer whose appointment is mandated by Malaysian law to ensure compliance with the Companies Commission of Malaysia (SSM).

You could stop reading here, hire MISHU, and be done with it, but we advise reading on for the full picture.

Expanded answer:

Entrepreneurs running private limited companies in Malaysia must submit to the Companies Act 2016, a regulatory framework that governs the incorporation, operation, and administration of companies in the country.

The act consists of 620 sections, 577 pages, and hundreds of thousands of words written in migraine-inducing legalese.

Regardless of size and maturity, all companies must fully comply with the act or face legal consequences ? a bit like letting kids design a rocket, then getting mad when it explodes and bits of astronaut rain down from the sky.

Fortunately, Section 236(1) of the Companies Act 2016 makes it mandatory for companies to appoint a qualified Company Secretary within thirty days of incorporation. At a high level, the Company Secretary?s function is to know the Companies Act inside out and translate it into simple and actionable insights for everyday individuals running their businesses.

Let's take a look at what that means in terms of job scope:

Your Company Secretary plays a key role in maintaining smooth operation and legal compliance of the organisation. They shoulder a range of responsibilities, which we'll split into main responsibilities and additional duties.

1. Advising directors on corporate governance

As mentioned above, the Company Secretary ensures that the leadership of the company does not run afoul of the law. If a director is the one who thinks up grand plans to grow the business, the Company Secretary is the party pooper who steps in if an idea is about to get everyone arrested.

2. Monitoring legislation changes

Laws change all the time, and your Company Secretary must have their finger on the pulse – including updates in company law, corporate governance requirements, tax laws, employment regulations, and industry-specific regulations.

3. Managing and updating statutory documents

The Company Secretary maintains statutory registers as prescribed by Companies Act 2016, including details about shareholders, directors, debenture holders, etc.

4. Filing Annual Returns They also prepare annual returns and submit them to SSM within the given period. The less you hear from SSM, the better.

5. Organising and attending meetings

The Company Secretary coordinates and schedules board meetings, prepares agendas, and takes detailed minutes of proceedings.

6. Maintaining ties between company and SSM

They are the first point of contact for inquiries and concerns raised by SSM, ensuring timely and appropriate responses.

In addition to the core functions listed above, a particularly qualified Company Secretary may take on additional duties, which include:

Considering how important these functions are to the running of a company, be wise when appointing a qualified individual. Look to your Company Secretary to predict and avoid potential problems ? leaving you free to grow the business.

First and foremost, only candidates that have registered with SSM and obtained a Practising Certificate can act as a Company Secretary in Malaysia.

An official list of registered Company Secretaries can be found on SSM's portal. Note that certificates are issued to individual Secretaries, not companies they work for. So if you're dealing with a firm, be sure to get a person's name before cross-checking against the list.

Beyond that, it's your job not to mistake an education with intelligence!

The ideal candidate should demonstrate proficiency in handling administrative duties and possess strong communication and interpersonal skills. Knowledge of legal and regulatory frameworks is crucial, as is the ability to understand the implications of evolving laws for the client.

Though their duties and responsibilities remain the same, digital

Company Secretaries have transitioned traditional functions online, allowing nearly every step of the incorporation process to be done digitally. Such scalable practices means more value-added services to clients without exorbitant fees.

Compared to just a few years ago, technology has led to major changes in the way professionals work, and Company Secretaries have adapted to stay relevant.

Of course, there's no free lunch, and this convenience comes at the cost of increased cyberthreats. As companies are expected to take necessary measures to safeguard sensitive data, a modern-day Company Secretary bears the responsibility of advising directors on how to leverage technology while remaining fully compliant with statutory demands.

A Company Secretary's duties and responsibilities are critical for a company's compliance with the law, making sure the organisation meets legal obligations and keeps well-organised records.

Furthermore, the Company Secretary is the bridge between the board, shareholders, investors, and government bodies such as SSM. Plus, They manage board meetings and decisions, and above all, offer strategic advice to the board on corporate governance, communications and disclosure.

Consider appointing MISHU's Company Secretaries as your guide to total compliance. We're friendly, digital-first, and deliver professional services at affordable prices.

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At one point or other, many seasoned entrepreneurs will ask themselves this question.

Done right, starting a business in another country offers unique benefits that domestic markets cannot provide. The operating phrase here is, of course, 'done right'.

For entrepreneurs looking to take the leap, here are five top considerations when starting a business in another country.

We're referring to the standard set out by the World Bank which aggregates ten parameters impacting the process of doing business in a country.

The parameters are:

Each parameter is scored out of ten and the total aggregate score is out of 100. The World Bank publishes this index annually, and while some of its results are fairly predictable (such as Malaysia being high on the list), you may be surprised to learn that your dream location is less than ideal.

Conversely, you may discover potentially lucrative locations that are a lot closer to home which you had not considered before, so be sure to give the latest index a look ? you can see a detailed breakdown of scoring for each country, or rank them based on scoring for a specific parameter.

If you are a native English speaker, the Education First 2022 International English Proficiency Index can serve as a useful indicator of what to expect. Between two business locations that are equally attractive, it will probably be easier for you to deal with locals and government officials in the country with higher English

proficiency.

While experiencing different cultures and languages make for a great holiday experience, for the purposes of doing business, you want the exact opposite.

As language is a powerful influencer of cultural adoption and adaptation, a common tongue can make doing business in a foreign country significantly easier, not to mention cheaper (no need to hire translators or learn a second language).

Assess existing markets and competition, then find a gap you can address before committing to starting a business in another country.

Even if there are no rules explicitly stating it, certain industries may be effectively closed off to foreigners, and this is not a lesson you want to learn the hard way.

If your plan is to start a business in another country and compete with local businesses without a unique selling point, you might be better off staying domestic!

Even in ideal locations, speak to local sources to conduct market research and understand demand, customer preferences, and the viability of niche opportunities.

If you intend to live or spend a significant amount of time in the new country, you'll need to consider whether you and your family qualify for permanent residency and property ownership. While different countries will have specific conditions, all consider the value vs risk you bring to the table and will pay attention to:

Also bear in mind that if you have children and a non-working spouse, they'll most likely come under a dependent pass linked to your primary

visa, which can affect their work and study in the new country. For example, in Malaysia, children 18 years and above must apply separately for a student pass.

Once you have identified a suitable location, contact the country's immigration to check their requirements (this is where sharing a common language helps!)

Say you've found the perfect location; all that's left is to incorporate your business.

While we understand the following advice is biased, it has your best interests at heart: hire a local business consultant to handle your foreign incorporation.

Each country has its own procedures for business incorporation. Researching specific requirements for registration, permits, licenses, and tax obligations is time-consuming and frustrating ? the perfect recipe for making costly mistakes.

Local business consultants who are intimately familiar with the legal framework can help save you the hassle of dealing with the incorporation process and ensure compliance with local regulations.

That last part is crucial ? unless you'd like to add ?prison hospitality? as one of the factors to consider when starting a business in another country!

By the way: Malaysia is a pretty great location, and MISHU is pretty great at helping foreigner owners open a company. Check out our foreign incorporation package and get in touch!

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An Enterprises and Sdn Bhds couldn't be more different from each other, it's actually not that hard to choose which of the two best aligns with your business goals.

This post provides a comprehensive guide to the differences between an Enterprise and Sdn Bhd in Malaysia, allowing entrepreneurs to choose the most ideal business structure for their needs.

Let's begin.

Enterprises and Sdn Bhds are near polar opposites in terms of financial, administrative, and tax demands, as illustrated by the table below.

In summary:

Let's take a closer look at the key differences.

The Companies Act 2016 requires all Sdn Bhds to submit Annual Returns which consist of Annual Returns and Audited Financial Statements.

The Annual Returns are filed by the Sdn Bhd's Company Secretary, and the financial statements must be signed off by an external auditor.

Meanwhile, an Enterprise owner only needs to visit SSM's online portal to renew their business registration before the registration expiry date and up to 12 months past the registration expiration.

A Sdn Bhd is treated as a separate legal entity, while Enterprise and owner are considered a single entity.

This grants owners of a Sdn Bhd limited liability, which means their personal assets are separate from the business and therefore protected from company debts. As a shareholder, you are only at risk of losing as much as you have invested into the company.

Meanwhile, owners of an Enterprise are subject to unlimited liability

where the business's assets are treated as the owner's personal asset, and if the business incurs debts, your personal assets can be used to settle them.

Taxation is a major consideration for business owners, and we hope this section demonstrates just how much tax savings Sdn Bhd's enjoy from corporate income tax rates at higher annual revenue levels.

Beyond RM70,000 in annual profit, the tax benefits of a Sdn Bhd structure begin to outweigh higher upkeep costs as it remains constant at 15% up to RM150,000. Meanwhile, an Enterprise earning RM150,000 is well into the 25% personal income tax bracket.

Assuming both an Enterprise and Sdn Bhd earned RM150,000 in YA 2023: That's a significant amount of tax saved, and as revenue increases, the difference only becomes more extreme. For a more in depth guide to how this is calculated, check out our sole proprietor's guide to income tax.

As the structure with the higher barrier to entry but significantly more room for growth, a Sdn Bhd is superior if:

If that sounds like you, check out our guide to company incorporation in Malaysia.

As the structure with a lower barrier to entry but less room for growth, an Enterprise is suitable if:

If an Enterprise is all you need, we can help you register with SSM.

You can always start small with an Enterprise, then as you establish proof of concept and your revenue grows, convert it into a Sdn Bhd.

Download our ten item checklist so you'll know the time is right to make the transition.

It's less straightforward, but far less risky for new entrepreneurs,
and when you're new, being risk-averse is not a bad thing at all.

Regardless of business structure, you'll still need a great business
consultant who understands Malaysian SME pain points! The MISHU team
is here to help you start, build, and grow your business into its full
potential.

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There?s absolutely no risk! Take our commitment and try us out.

A dedicated corporate account is necessary for all Sdn Bhd and LLPs in Malaysia, and partnering with the right bank can be the difference between a productive long-term relationship and frustratingly long delays.

This post provides key considerations for SME owners to filter through the many options and find their ideal banking partner.

Here's how we'll break it down:

Let's begin!

The constraints of the average SME and SME owner can be described with three words: limited time and resources, and here are four indicators that a particular financial institution caters to their needs.

Banks that offer doorstep services send a relationship manager directly to the business owner's location to assist with opening their first bank account. This removes the need to travel to the bank and deal with potentially long queues.

We're sure you appreciate how valuable this is, and in our estimate, is the strongest signal that a bank is committed to properly serving SMEs

Bulk transactions like payroll and vendor payments are part and parcel of SME operations, and SME-friendly banks facilitate this through easy upload of txt or csv files, while others provide multiple approval tiers for transactions.

The real key is that some banks enable multiple transactions to be approved simultaneously, while others require individual approval, which means waiting for the Transaction Authentication Code (TAC) for every transaction.

Also, some banks only offer payroll transactions as a paid add-on, while others provide it for free.

As mentioned before, SMEs rarely have unlimited funds at their disposal, and SME-friendly banks offer manageable minimum startup funds and deposit requirements to lower barriers to entry and support aspiring entrepreneurs in realizing their business aspirations.

For reference, an SME-friendly minimum deposit might start around the RM500 range.

No SME has ever complained their bank account was opened too quickly, and as of 2024 any bank that takes over a week to create an account would be considered below average.

For those who value speed, especially locally-owned Malaysian companies, consider a straight-through bank account opening where you open a business bank account online and enjoy:

In fact, in a best-case scenario, your business bank account could be opened almost immediately!

For locally-owned Malaysian sole proprietorships, Sdn Bhds, and LLPs, OCBC eBIZ Account allows you to open a business bank account 100% online through a simple but thorough KYC form.

If that sounds good, click on this link or the photo below to complete the form and register your business bank account in 15 minutes.

Meanwhile, let's go to our recommendations for SME-friendly banks you can get in touch with.

In the interest of full transparency, the banks on this list are partnered with MISHU to help SME owners seamlessly get their businesses up and running. We have experienced firsthand the

outstanding service delivered by each of them to our clients.

In no particular order, here they are.

Alliance Bank, established in 1958, has a strong reputation for being SME-friendly, offering tailored business solutions and personalised support to Malaysian SMEs with its range of business banking products and services, including business accounts, loans, and cash management solutions.

OCBC is committed to supporting Smes in Malaysia through its range of business banking solutions and dedicated relationship managers. With a focus on fostering long-term partnerships, OCBC offers SMEs access to excellent financing options and cash management services.

With a deep understanding of the challenges faced by SMEs, UOB offers flexible financing options, cash management solutions, and advisory services to support their growth journey. Its commitment to innovation and sustainability makes UOB a trusted partner for SMEs across Malaysia's many industries.

Established in 1975, Ambank is the youngest financial institution on our list but no less committed to providing SMEs with innovative banking solutions and personalised support, with particular focus on accessibility, efficiency, and amazing customer service.

If you'd like to know more about specific banking plans from any of these banks, get in touch with our team and we'll be happy to share more!

The MISHU team is here to help you find the ideal banking partner for your business bank account. Get in touch with us today for SME-

friendly recommendations.

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According to a recent report by Kenanga Research, Malaysia's private healthcare sector is set to enjoy a growth in revenue, with projections of a nearly RM50 million market by 2027.

As a sector with relatively low price elasticity, this increased demand suggests ample space for new players.

If you're a medical practitioner considering private practice, this post provides a full guide on opening a private clinic in Malaysia.

Here's how we'll break it down:

Let's start!

Private clinics fall under the authority of the Private Healthcare Facilities & Services Act 1998, also known as Act 586, which means an entity must meet the following requirements to open a private clinic in Malaysia:.

For partnerships, at least one of the partners must be a registered medical practitioner, while for a private limited company, at least one of the board members must be a registered medical practitioner.

These come in two forms: general and industry-specific licenses.

These are licenses needed to run a business on a physical premise and are issued by the local authorities.

These are licenses unique to those opening private clinics in Malaysia, and include:

Private clinics are allowed to operate as one of three business entities:

Each of them comes with their own strengths and weaknesses but it comes down to your long-term plans.

If you foresee growing the business, a private limited company is the

better vehicle.

If you plan to remain a small practice indefinitely, a Limited Liability Partnership is a fine choice.

A signboard license is permission from the Local Authorities (also known as Pihak Berkuasa Tempatan) for a business to display a signboard outside your clinic. The Local Authority in question is based on where your clinic will be located.

The nature of your business must be clearly stated on the signboard in Bahasa Malaysia, along with your company name and business license number.

The Malay portion must be approved by Dewan Bahasa dan Pustaka and usually takes one to three days.

Here is a link to the official MOH Borang A.

Here is a link to the official MOH Borang A checklist.

Before you fill in the form, here are some things to take note of:

Once you have filled in Borang A, submit it to whichever state health department is relevant to you along with the processing fee.

If there are no issues with your proposed floor plan, you'll receive a letter saying "No Objection".

At this point you can begin Step 4.

The Ministry of Health has very specific requirements that clinics must adhere to regarding:

Rather than list them out, we'll just link you to the official checklist here.

Have fun renovating!

Once renovations are complete, notify CKAPS by email or phone.

Upon notification, your premise will be given an inspection date where UKAPS personel will make sure it follows all MOH guidelines.

If all is well, your application will be sent to CKAPS.

Expect this application to take up to 30 days, at the end of which you?ll be notified that your application has been successful.

You need to pay a fee of RM1000, after which you will be allowed to print out a form called Borang B (sample) which is to be always displayed in the clinic.

And congratulations, your clinic can now legally operate!

Remember to source trustworthy suppliers for your medical supplies.

As you need to hire staff for your clinic, you will need to register with the various statutory bodies that govern taxes, wages, and human resources in Malaysia, namely:

Collectively, these are referred to as payroll obligations, and would be too much to include in this post.

We highly recommend giving our first-time employer?s guide to payroll obligations a read.

Cases of unlicensed clinics and medical practitioners in Malaysia routinely make headlines, usually after a surgery has gone wrong such as this botched plastic surgery attempt from a private residence.

The Malaysian government considers this a serious threat to public safety and has launched raids on illegal clinics and pharmacies in the past.

Individuals face a fine of up to RM300,000 or up to six years imprisonment, or both.

Companies face a fine of up to RM500,000.

If you are intent on a private practice, do it the right way despite how tedious the process is.

MISHU continues to assist many individuals and corporate entities in Malaysia's private healthcare sector with registration, business license application, and statutory compliance. Along the way, we've built a keen understanding of the process and can help set up a private clinic in Malaysia with zero delays or compromise on compliance. Get in touch!

I want to open medical clinic but i dint know how to start and cost?please advice

Hi Azmi,

That's what we're here for! Our Client Servicing team will be getting in touch with you asap.

Sincerely, The MISHU Editorial Team

I was told by the pegawai SSM shah alam that all medical or dental clinics must run under sendirian behad, cannot be in sole proprietorship, according to ROB Act 1956?

Hi Lew,

We checked with our licensing department, and you are absolutely right.

We apologise for the mistake and have corrected it. Thank you very much for bringing this to our attention.

Sincerely, The MISHU Editorial Team

Hi there , i am Dr.Magilan

its MISHU helping doctors providing fund to set up a clinic ?

Hi Dr Magilan,

We regret to say that we don't directly provide funding for entrepreneurs, though our client servicing team will be getting in touch with you to see if we can help you apply for a business grant.

Hope this helps!

Sincerely, The MISHU Editorial Team

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As Limited Liability Partnerships and Enterprises have little overlap in practical application, it's rare for an entrepreneur to be unsure which of the two business structures better fits their needs.

However, MISHU's Business Development team still gets the occasional enquiry!

And so, we thought it best to put it down in writing. Here's a short but comprehensive guide to key differences between an Enterprise and Limited Liability Partnership in Malaysia.

P.S. For side-by-side comparisons of other business structures, check out the following:

Otherwise, let's begin.

Enterprises and LLPs are very different in terms of compliance requirements, tax treatment, and ownership structure, as illustrated by the table below.

In summary:

Let's take a closer look at the main advantage of each structure.

An LLP is recognised as a separate legal entity, while Enterprise and owner are treated as one.

Partners of an LLP therefore enjoy limited liability, which means their personal assets are separate from the LLP and therefore protected from business debts. As a partner, you are only at risk of losing as much as you have invested into the business.

Meanwhile, Enterprise owners are subject to unlimited liability where their personal assets can be seized to settle business debts.

If these describe your requirements, MISHU can help you register an LLP!

The low start up and maintenance costs, relaxed compliance requirements, and lack of mandatory appointments combine to make Enterprises the easiest business structure to operate ? no question. Meanwhile, all LLPs in Malaysia are required to appoint a Compliance Officer who will ensure the business complies with SSM's various rules, including lodging an Annual Declaration every year or risking a heavy penalty. If that sounds like what you need, time to register your Enterprise with SSM.

Regardless of business structure, you'll still need a great business consultant who understands Malaysian SME pain points. The MISHU team is here to help you start, build, and grow your business into its full potential.

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MISHU helps business owners incorporate their very first Sdn Bhd every day, and along the way, we've answered questions on company directorship a million times.

Note: we didn't say a million questions, just a million times!

That's why we've decided to compile our answers to the eight most frequently asked questions about directors in Malaysia.

Yes, a Sdn Bhd can have a single director, so long as they meet the following requirements:

No, at least one of a company's directors must reside in Malaysia.

If you are a foreigner with no plans to relocate, you have two options:

Yes, but this 'yes' comes with two big buts.

Becoming a Company Secretary is not as easy as becoming a director!

You must first have graduated from one of the following institutions in Malaysia:

Following that, you must submit an application to SSM to become a licensed Company Secretary, and if your application is successful, appear on their register of CoSecs.

So, unless you already have the right professional qualifications, it's not very practical to start studying for a law degree now!

The Companies Act 2016 prohibits acts in dual capacity ? actions required to be done by both a director and a CoSec must be executed by two different persons.

This makes an unnecessary issue out of company documents that need signatures from both the director and Company Secretary.

Yes, and you can think of this structure as a leveled up version of a

Sole Proprietorship.

Past a certain point, it simply makes sense to convert an Enterprise into a Sdn Bhd, but without adding additional partners.

If that describes your situation, rest assured you can safely transition to a new business structure without sacrificing any control over decision making.

As long as they meet the minimum requirements to be a director, you can appoint any number of family members as directors.

Bear in mind this will for better or worse affect the company's ability to raise funds and build partnerships with independent parties.

Provided they have demonstrated due diligence and good faith in their actions, a director is not accountable for the debts or losses of a Sdn Bhd.

This changes if they have offered a personal guarantee, engaged in wrongful or fraudulent trading, or violated company laws and regulations.

We dedicated a post to director termination here, but for your convenience, here's a summary on how to terminate a director:

Under Section 206 of the Companies Act 2016, a director's removal requires several conditions to be met:

Furthermore, this need for a resolution during a general meeting cannot be bypassed by a circular written resolution (where shareholders sign a document indicating their agreement without meeting).

This refers to the monthly remuneration a director receives as an

employee of the company, which includes salary, stock options, and other bonuses.

This will be outlined in their employment contract and is subject to the same payroll obligations as any other staff salary.

A director's fee is an annual amount paid to a director for their service on the company's board of directors.

It is typically decided on an annual basis depending on the performance of the company and requires approval from the board of directors and shareholders.

Unlike the director's salary, it is not subject to EPF, SOCSO or EIS deductions ? but income tax still applies!

P.S. Exercise due diligence and verify that what we said aligns with the Companies Act 2016, the primary piece of legislation on corporate governance in Malaysia.

MISHU's team of professionals is here to help you incorporate your new Sdn Bhd and advise you on how to navigate the various legal requirements and begin operating as quickly as possible.

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Tourism has historically been a lucrative industry in Malaysia, and recent news reports of 48.6 million domestic and 4.5 million international tourists in Q1 2023 alone suggests no signs of it slowing down.

As a demographic, tourists are willing to pay for convenience and leisure, leading to a demand for travel agencies that help plan their journey. In fact, as of writing this post, according to the Ministry of Tourism, Arts, and Culture's records, there are 4629 travel agencies across Malaysia!

If you too would like to open a tour or travel agency of your own, this article will guide you on just how to do that (and a pitch at the end to let MISHU handle it for you!).

Here's how we'll break it down:

P.S. if you're the rare person who enjoys reading government statutes, most of the information below has been condensed from the Tourism Industry Act 1992, so if you want more details, here's your extra credit reading assignment.

To normal human beings, let's start!

We'll break this down into three sections: company, shareholder, director, and capital requirements.

Pardon us for stating the obvious, but you will need to first incorporate a company that meets the conditions set by the Ministry of Tourism, Arts, and Culture (MOTAC):

Depending on the specific business activities, location, and residency status of shareholders, travel agencies fall under several categories, each with different paid-up capital requirements as shown in the table

below.

Note: There is an additional RM100 processing fee for each license application.

A location is considered 'within city limits' if it falls under the authority of a City Council such as Dewan Bandaraya Kuala Lumpur.

It's considered outside city limits if it falls under the authority of a District Council such as Lembaga Bandaran Sabak Bernam.

You can find a full list of City and District Councils in Malaysia [here](#).

While there may be slight variances on a case-by-case basis, consider the following steps, respective timelines, and the documents/fees required.

Fortunately, MOTAC has digitalised their document submissions and license application process via their online portal [TOURLIST](#).

Remember how we said it can take up to 14 - 60 working days to have your premises inspected by MOTAC? The different states are split into three zones, each with a different schedule.

For your convenience, we've added hyperlinks to the websites of MOTAC-approved organisations.

Obviously, pick the association that will be most relevant to your business niche, and there's nothing against becoming a member of more than one.

Well, yes and no.

Keep in mind this is a guide to opening a tour or travel agency in Malaysia.

In that regard, yes, you know everything you need to start.

However, successfully running and growing your agency is another matter, and involves a great deal of statutory knowledge above the usual statutory requirements of less regulated industries.

In that sense, no, you probably don't know everything you need to know.

We're big believers in just-in-time learning, but perhaps this is something you should plan for even before starting to ensure smooth growth over the long-term.

MISHU's team of statutory and business license experts can help make setting up an employment agency effortless for you. Tell us what you need and we will do our best to assist you ? get in touch!

need assistance to start up travel agency

Hi Menake,

We apologise as our team will only be back in the office on the 13 February due to Chinese New Year, but rest assured we'll get in touch with you asap!

Sincerely, The MISHU Editorial Team

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