

**DOCUMENTATION CHECKLIST**  
**Incentive for Merger and Acquisition (M&A)**  
**of Small and Medium Enterprises (SMEs)**

**NAME OF BUSINESS ENTITY:**

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**List of REQUIRED documents to be attached with the Application Form**  
**[Copies that have been certified only]**

- A. DOCUMENTATION CHECKLIST FOR MERGER ACTIVITIES √ / X**
1. Memorandum of understanding (MOU) or legal contract between the interested parties to formalise the merger process.
  2. Notice of termination for registered business for sole proprietorship, partnership (Form C), Companies Commission of Malaysia (SSM).
  3. Certificate of Incorporation for a new private limited company (Form 9) under the Companies Commission of Malaysia (SSM).
  4. Latest audited or management accounts of existing business entities.
  5. New licence / permit / approval from Ministry / Agency / professional body / regulatory body / association under the new entity.
  6. A copy of the latest corporate information (business information / LLP information / company information) and organisation chart of the business entity.
- B. DOCUMENTATION CHECKLIST FOR ACQUISITION ACTIVITIES √ / X**
1. Memorandum of understanding (MOU) or legal contract between the interested parties to formalise the acquisition process.
  2. Notice of termination for registered business for sole proprietorship, partnership (Form C), Limited Liability Partnership (LLP) or private limited company.
  3. Latest audited or management accounts of existing firms.
  4. Valid licence / permit / approval from the relevant Ministry / Agency / professional body / regulatory body / association.
  5. A copy of the latest corporate information (business information / LLP information / company information) and organisation chart of the business entity.