



**SUB-LET FORM
(BORANG SEWAAN KILANG)**

PENANG DEVELOPMENT CORPORATION

No. 1, Persiaran Mahsuri, 11909 Bayan Lepas, Pulau Pinang, Malaysia

Telephone: 04-6340111 Fax: 04-6340227 Website: www.pdc.gov.my E-mail: enquiry@pdc.gov.my

Please Select:

(a) NEW APPLICATION (b) RENEWAL OF TENANCY

PARTICULARS OF LESSOR

1. NAME OF OWNER/LESSOR (COMPANY):
Please select: (a) LOCAL (b) FOREIGN (c) MNC
2. PLOT NO. & LOCATION OF PROPERTY:
(e.g. Bayan Lepas Industrial Park, Batu Kawan Industrial Park, etc)
3. DATE OF PURCHASE (Please select):
(a) (from PDC)
(b) (from other company – pls specify)
4. LAND AREA: acres / sqft
5. BUILT-UP AREA: sqft
6. FLOOR AREA TO BE RENTED OUT: sqft
Please select: (a) PARTIALLY (b) FULLY
7. PREVIOUS COMPANY STATUS AT THE PROPERTY (Please select):
(a) OPERATING (operate more than a year)
(b) NON OPERATING (operate less than a year)
8. TYPE OF PRODUCTION / ACTIVITY:
9. CUSTOMERS:
10. REASON/S FOR LEASING (Please explain in detail):
11. RENTAL PERIOD: From to (..... year/s)
12. MONTHLY RENTAL: (RM).....
13. DATE OF STAMPED TENANCY AGREEMENT:

PARTICULARS OF LESSEE

1. NAME OF LESSEE (COMPANY):
Please select: (a) LOCAL (b) FOREIGN (c) MNC
2. PROPOSED ACTIVITY IN THE PREMISE:
3. REASON/S FOR RENTING (Please explain in detail):
4. CUSTOMERS:

1. This application can be submitted by hand/courier/post to **INDUSTRIAL DIVISION** of PDC or through e-mail to:
(a) zahida@pdc.gov.my
(b) hasmayati@pdc.gov.my
(c) sitinorbaiyah@pdc.gov.my
2. This application form to be filled by the **LESSOR (COMPANY)**.
3. Incomplete application form will **NOT BE PROCESSED**.

ATTACHMENT

(For both LESSOR & LESSEE)

During submission, please attach the documents listed below:

Lessor	Supporting Document	Lessee
	Stamped Tenancy Agreement [1 copy]	N/A
	Title Copy [1 copy]	N/A
	Latest Land Search [1 copy]	N/A
	Company Profile [by hand/courier/ post : 2 copies]	
	Latest SSM Search [by hand/courier/ post : 2 copies]	
N/A	Business Plan (if any) [1 copy]	
N/A	MIDA Manufacturing Licence / DOE (if any) [1 copy]	

N/A: Not applicable.

CONSENT FEE

Consent fee will only be charged upon the application is approved.

CONTACT PERSON

Name:
Tel:
E-Mail:

* I hereby declare that to the best of my knowledge and belief all the particulars furnished above are true.

Date:

Signature:

Name & Designation: