

(PURCHASE / RENTAL)



11909 Bayan Lepas, Pulau Pinang, Malaysia

Fax : 604-5106222

FOR OFFICIAL USE

Enquiry No.Date Of ApplicationReceived

D D M M Y Y

Officer's Staff No.

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FOR PROPERTY AGENT USEAgent Name

Handphone

FaxEmail[illegible]

IC Number

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Handphone Number

SEMI-DETACHED

9

TERRACE

11

APPLY FOR:

PURCHASE

9

RENTAL

7

Agency

Signature

BATU KAWAN

9

BAYAN LEPAS

9

BUKIT MINYAK

9

PLEASE SPECIFY THE PROJECT NAME

7. PRODUCTION/BUSINESS ACTIVITIES

7.1 Proposed activities :

End Products/service :

[illegible][illegible][illegible]

8. PARTICULARS OF DIRECTORS/PARTNERS/PROPRIETOR OF COMPANY

8.1 Name and Address

9.0 CAPITAL STRUCTURE (in Malaysian Ringgit)

9.1 Authorised Capital _____

9.2 Paid-up Capital _____

9.3 Loan Capital

9.4 State sources of loans
local/foreign bank
overdrafts, etc.

9.5 Equity Participation

9.5.1	Percentage (%) Local-Bumiputera			
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9.5.2	Percentage (%) Local-Non-Bumiputera			
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9.5.3 Percentage (%) Foreign - Please State Country - Percentage %

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10. EMPLOYMENT

STAFF POSITION at proposed (initial) stage of operation

			Managerial & Research	Engineers	Supervisory	Technical	Other Office Staff	Skilled Workers	Unskilled workers	General workers	Total
MALAYSIAN	MALE	Bumiputera									
		Chinese									
		Indian									
		Others									
	FEMALE	Bumiputera									
		Chinese									
		Indian									
		Others									
Expatriate											
TOTAL											

11 PRODUCTION

11.1.1 With the aid of a flow chart, explain the manufacturing processes of the plant _____

11.1.2 Give details of any discharges/waste generated or produced. (air, water, etc.) _____

11.1.3 Indicate treatment and disposal measures for above _____

11.1.4 Please give details of the following :-

11.1.4.1 List of raw materials :

Item	Quantity Per Month
_____	_____
_____	_____
_____	_____

11.1.4.2 List of chemicals used :

Item	Quantity Per Month
_____	_____
_____	_____
_____	_____

11.1.4.3 List of production items :

Item	Quantity Per Month
_____	_____
_____	_____
_____	_____

11.1.4.4 List of equipment/machinery

Item	Quantity Per Month
_____	_____
_____	_____
_____	_____

12 GENERAL

	Equipment	Type of Fuel	Quantity Per Hour
12.1	Boiler		
12.2	Cooker		
12.3	Generator		
12.4	Incinerator		

13 MARKET

Market of your products
by stating the percentage
of sales in local market
and export

% LOCAL

% EXPORT

Countries concerned

14 INFORMATION ON EXISTING OPERATION

14.1 Is your company currently operating in Malaysia YES ☐ NO ☐

If YES, please answer the following :

14.2 Are you operating in rented/owner occupied premises ? YES ☐ NO ☐

14.3 Please state :

14.3.1 For rented premises :
rent per month _____
type of building _____
built-up area _____

14.3.2 For owner occupied premises : land area
present zoning _____
type of building _____
built-up area _____

14.4 Would your company be relocating the entire business on to
the new one to be purchased from PDC and cease operation
at the old location ? YES ☐ NO ☐

15 STATE NAME AND ADDRESS OF THE FOLLOWING :-

15.1 Your Banker

15.2 Your Company Secretary

15.3 Your Solicitor

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

Date : _____

Signature : _____

Name : _____

Designation : _____

Company stamp :

IMPORTANT NOTE

During Submission, please attach a copy of :-

1. Memorandum of Article / Constitution of Company
2. Form 24 }
3. Form 44 } or any equivalent forms for Form 24, 44, 49 that equivalent to Act 777.
4. Form 49 }
5. Flow chart explaining the manufacturing processes.
6. Company Consent Authorization Form (CTOS)
7. Personal Data Protection Notice Form (PDPA)

For sole proprietorship and partnership - Please attach a copy of Business Registration Form

CHECKLIST FOR READY BUILT FACTORY APPLICATION FORM

- | | | |
|--|------------------------------|-----------------------------|
| 1 Application Form (PPPP/IND/App.) duly completed. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2 MAP Form Duly completed. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 3 Attachments: | | |
| i. Company Search by Companies Commision of Malaysia | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| ii. Certifacte of Incorporation
(Form 9 / equivalaent form to Act 777) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| iii. Return of Allotment of Shares
(Form 24 / equivalent form to Act 777) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| iv. Particulars in Register of Directors, Managers and Secretaries
(Form 49 / equivalent form to Act 777) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| v. Registered Office, Office Hours and Particular of Changes
(Form 44 / equivalent form to Act 777) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| vi. Memorandum & Articles of Association / Constitution of Company | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| vii. List of customers, raw materials & Suppliers | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| viii. Flow Chart | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| ix. Company Consent Authorization Form (CTOS) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| x. Personal Data Protection Notice Form (PDPA) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

*All the forms shall be certified by Company Secretary

PERSONAL DATA PROTECTION NOTICE

1. This Personal Data Protection Notice (“Notice”) describes how **PENANG DEVELOPMENT CORPORATION**, a body corporate incorporated under the Penang Development Corporation Enactment, 1971 and having its office at Bangunan Tun Dr. Lim Chong Eu, No. 1, Pesiaran Mahsuri, Bandar Bayan Baru, 11909 Bayan Lepas, Penang and PDC’s subsidiaries and associate companies (collectively “PDC”) use your Personal Data.
2. By engaging PDC to provide services or by interacting with PDC either at our events, conferences, seminars, talks or otherwise, or by using the PDC website www.pdc.gov.my (“Website”), you consent to the processing of your Personal Data by PDC and all persons involved in the provision of services by PDC.
3. PDC shall have the right to modify, update or amend the terms of this Notice at any time by placing the updated Notice on our Website. By continuing to communicate with PDC or by continuing to use PDC’s services following the modifications, updates or amendments to this Notice shall signify your acceptance of such modifications, updates or amendments.
4. In the event of any conflict between the English and other language versions, the English version shall prevail.

Collection of Personal Data

5. “Personal Data” means information about you which you have provided to PDC, such as your name, NRIC number, address, telephone number, email address, your personal preferences, particulars of your spouse or family members and bank account information and any information which may identify you, your spouse or family members that has been or may be collected, stored, used and processed by PDC from time to time.
6. In addition to the Personal Data you provide to PDC directly i.e. during your communications with PDC and/or when you engage PDC to provide services, PDC may also collect your Personal Data from a variety of sources, including without limitation at any events, conferences, seminars or talks organised or sponsored by PDC and/or from the cookies used on the Website.
7. The provision of your Personal Data is voluntary. However, if you do not provide your Personal Data, PDC may not be able to (i) communicate with you; (ii) provide you the services you require or (iii) access certain sections of the Website where logging in is required.
8. If you do not wish for your Personal Data to be collected via cookies on the Website, you may deactivate cookies.

Purposes of Processing

9. PDC may use and process your Personal Data for the purposes relating to the services you have requested and for the business activities of PDC which shall include, without limitation:

- (a) to communicate with you;
- (b) to respond to questions and comments from you;
- (c) for internal administrative purposes;
- (d) to provide information to regulatory and governmental authorities in order to comply with statutory and government requirements;
- (e) for PDC to comply with its obligations under the law;
- (f) in circumstances where delay or default of payment occurred, to supply to our appointed lawyers, debt collecting agencies, credit reporting agencies and trade reference listings;
- (g) to disclose to any person who is under a duty of confidentiality who has undertaken to keep such data confidential; and you agree and consent to PDC using and processing your Personal Data in the manner as identified in this Notice.

Other Purposes

10. PDC may also use and process your data for other purposes such as, by way of email or mail or other methods of communication:

- (a) to send you materials such as newsletters, articles, write-ups as well as other updates;
- (b) to distribute information or details of events, seminars, conferences and talks which may be of interest to you;
- (c) to send as potential referees to:
 - (i) editors/researchers in ranking legal publications and journals;
 - (ii) potential clients who request for referees of past work in requests for proposals, tenders, submissions.

11. If you do not consent to PDC processing your Personal Data for the purposes listed in paragraph 10, please notify PDC using the contact details stated in Section 14 below.

Transfer of Personal Data

12. As PDC's information technology storage facilities and servers may be located in other jurisdictions, your Personal Data may be transferred to, stored, used and processed in a jurisdiction other than Malaysia. Further, your personal data may be transferred out of Malaysia for the purposes as described in Section 10(c) where such ranking legal publications and journals and/or potential clients are located outside of Malaysia. You understand and consent to the transfer of your Personal Data out of Malaysia as described herein.

Disclosure to Third Parties

13. PDC may engage other companies, service providers or individuals to perform functions on PDC's behalf, and consequently may provide access or disclose to your Personal Data to the third parties including those listed below:

- (a) information technology (IT) service providers;
- (b) data entry service providers;
- (c) storage facility providers;
- (d) banks and financial institutions;
- (e) insurance providers;
- (f) any professional advisors and external auditors;
- (g) regulatory and governmental authorities in order to comply with statutory and government requirements;
- (h) debt collecting agencies;

- (i) credit reporting agencies.

Access & Correction Requests and Inquiries

14. Subject to any exceptions under applicable laws, you may at any time hereafter request for access to, or for correction or rectification of your Personal Data or limit the processing of your Personal Data, or seek further information from PDC by contacting:

Lim Be Hong

Bangunan Tun Dr. Lim Chong Eu, No. 1, Pesiaran Mahsuri, Bandar Bayan Baru, 11909 Bayan Lepas, Penang. Email : behong@pdc.gov.my

Telephone No.: [+604-5106250]

15. In respect of your right to access and/or correct your Personal Data, PDC has the right to refuse the your requests to access and/or make any correction to your Personal Data for the reasons permitted under law, such as where the expense of providing access to you is disproportionate to the risks to your privacy.
16. Please confirm your consent to PDC processing your personal data as described above by signing below.

Name: _____

NRIC No.: _____

Date: _____

Signature: _____