

## 9.2.2 New Registration: Section 356 – Statement of Particulars to be lodged with the Charge.

1. Under Application details:

- a. Select Application Type = NEW
- b. Select Section = 356 – Statement of Particulars to be lodged with the Charge.
- c. Enter [Company Number].
- d. Click on the **Search** button.
- e. [Company Name] will be populated.
- f. If need to re-enter other **Company Number**, Click on the **Clear** button.

The screenshot shows the 'Application Details' form with the following fields and values:

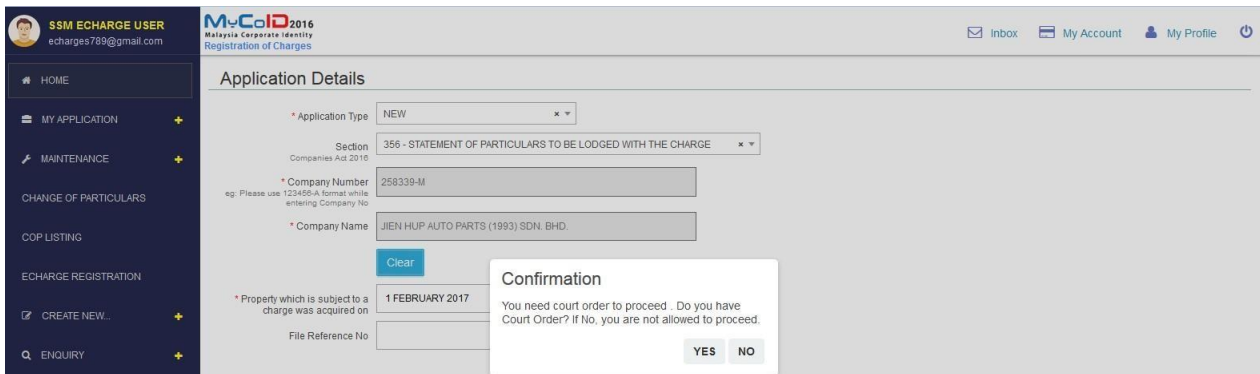
- Application Type: NEW
- Section: 356 - STATEMENT OF PARTICULARS TO BE LODGED WITH THE CHARGE
- Company Number: 1182507-X
- Company Name: EST RESTAURANT SDN. BHD.
- Property which is subject to a charge was acquired on: (empty)
- File Reference No: (empty)

A blue 'Clear' button is visible below the Company Name field.

g. Select date for [Property which is subject to a change acquired on].

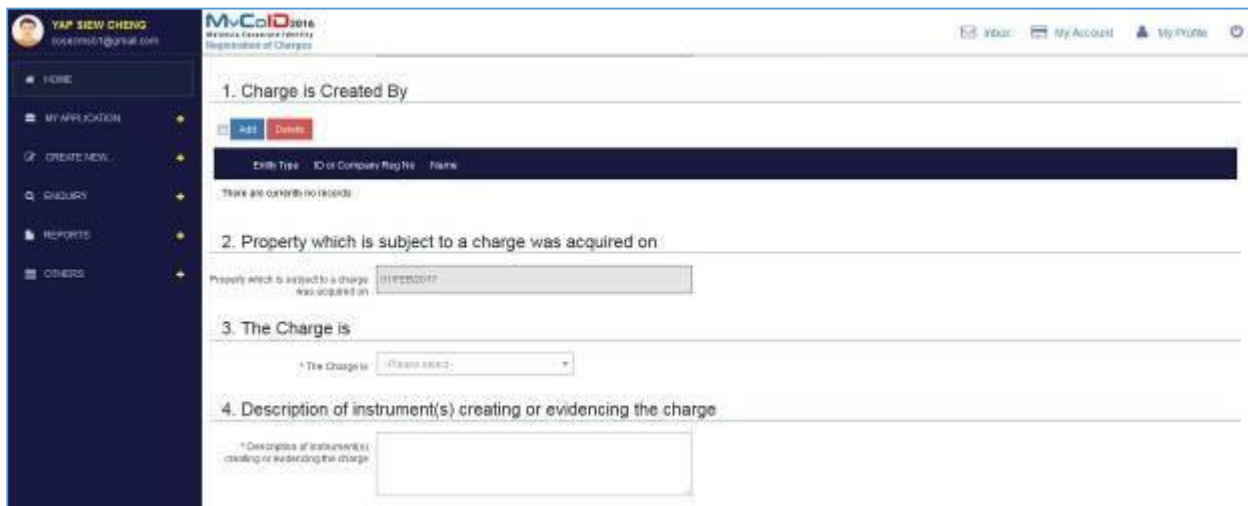
This screenshot is identical to the previous one, but a red rectangular box highlights the date selection field for 'Property which is subject to a charge was acquired on'.

- i. If submission exceed 30 days from Charge Acquired Date (event date), court order is required, and system will prompt out confirmation message if court order is ready.
  - ii. If YES, system will allow proceeding on new registration.
  - iii. If NO, system will exit to Home page.
- h. Enter File Reference No. if applicable.

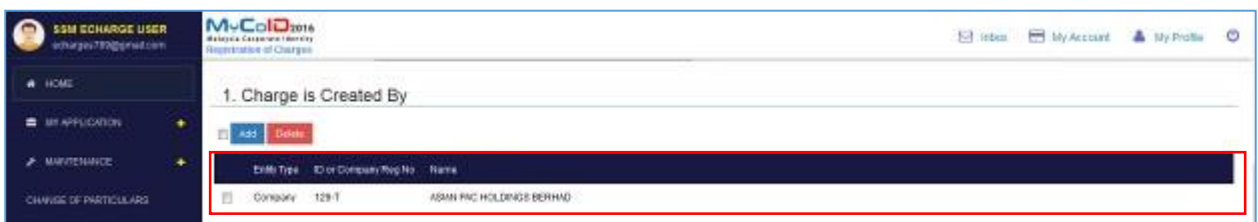
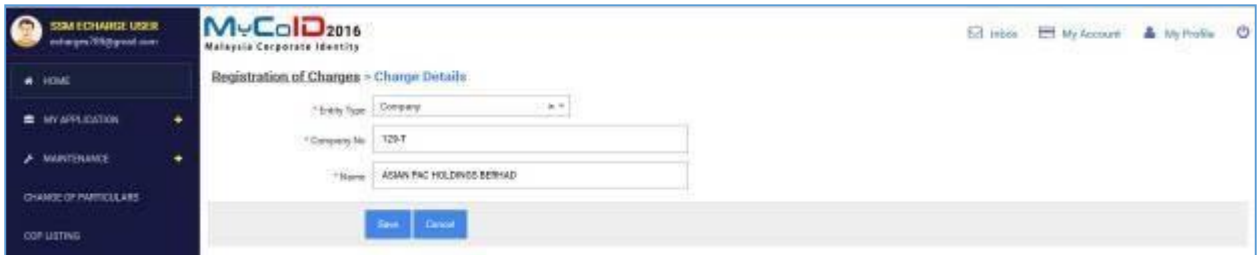
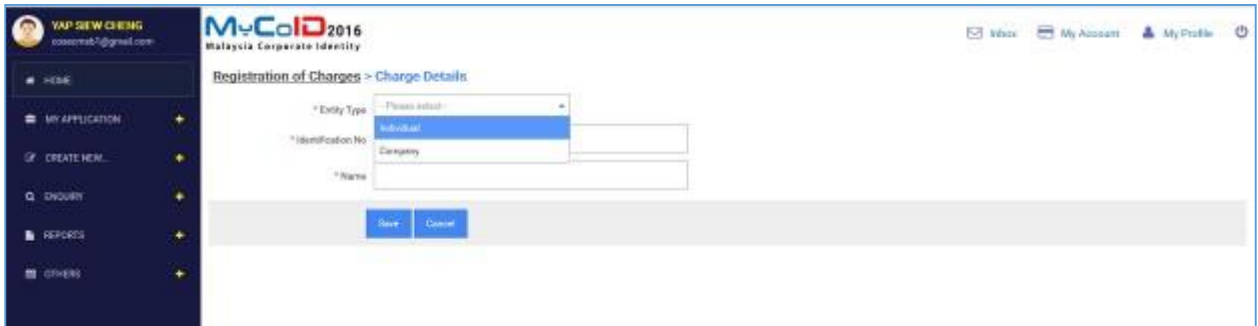


2. Under 1. Charge is Created By:

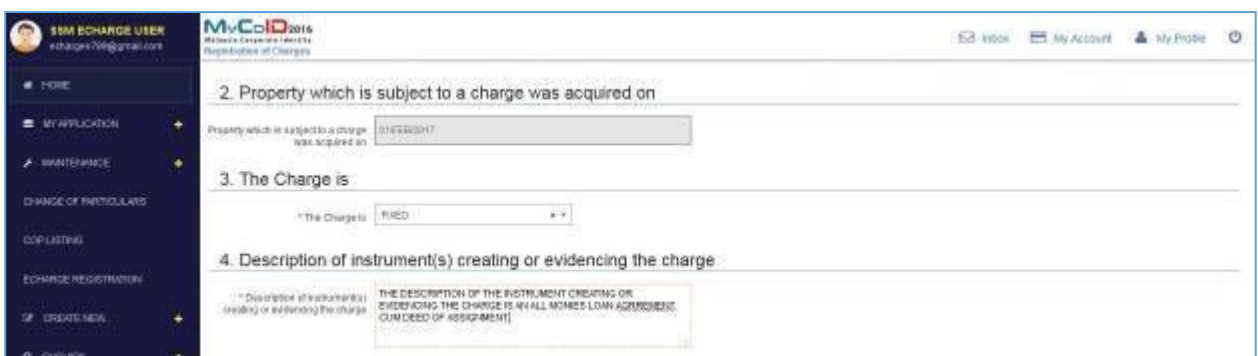
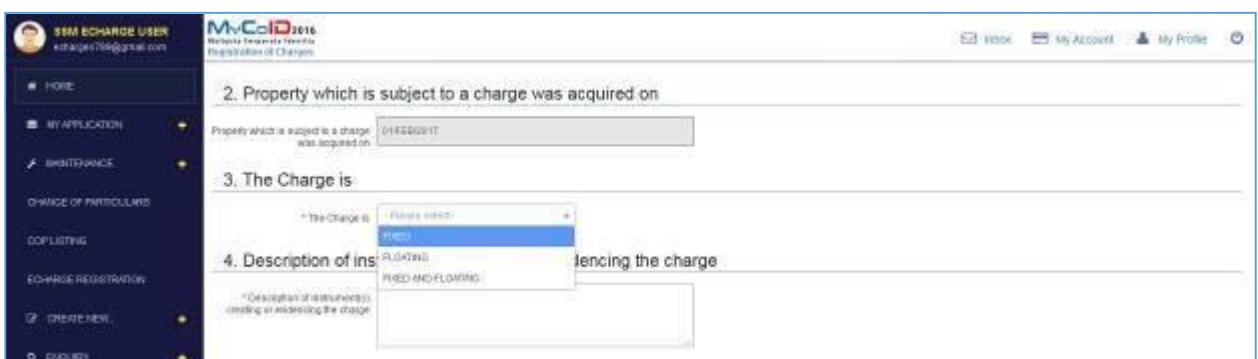
- a. Click Add button.



- b. Select Individual or Company from dropdown list.
- c. Fill in Charge Details
- d. Click Save button.



3. Under 2. Property which is subject to a charge was acquired on: Acquired Date was auto populated.
4. Under 3. The Charge is: Select from dropdown list – FIXED or FLOATING or FIXED AND FLOATING.
5. Under 4. Description of instrument(s) creating or evidencing the charge: Fill in free text.





d. If select Mortgage Type = AMOUNT

- i. Fill in Amount.
- ii. Fill in Description. (Optional)

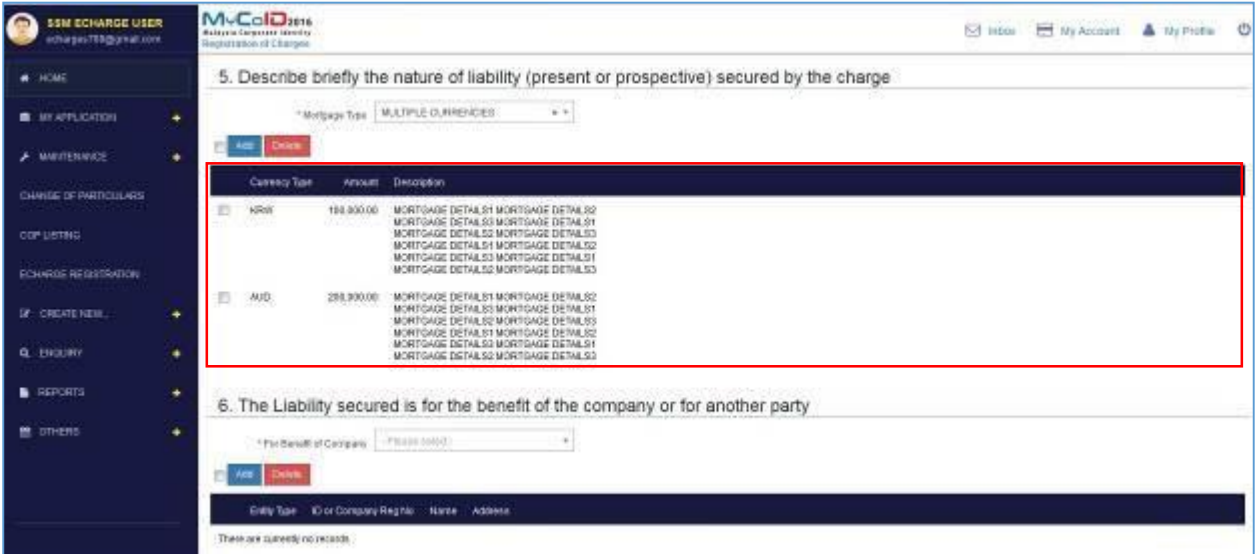
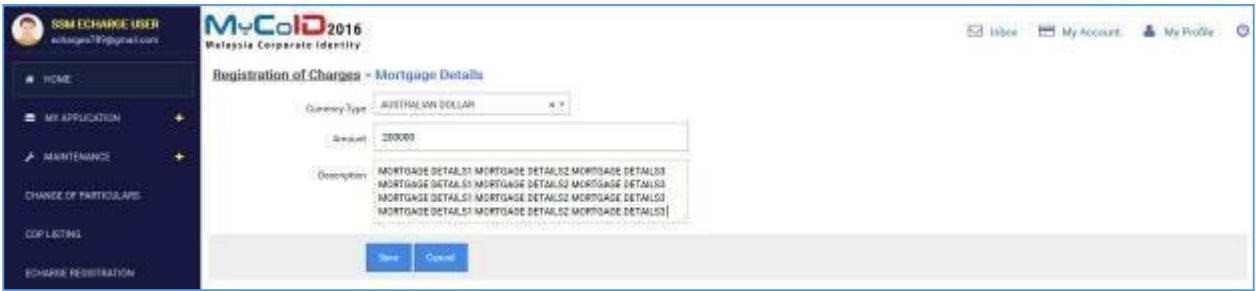
The screenshot shows the MyCoID 2016 interface. On the left is a dark blue sidebar with navigation options: HOME, MY APPLICATION, MAINTENANCE, CHANGE OF PARTICULARS, COP LISTING, ED-PROF REGISTRATION, CREATE NEW, ENQUIRY, and REPORTS. The main content area is titled '5. Describe briefly the nature of liability (present or prospective) secured by the charge'. It features a form with 'Mortgage Type' set to 'AMOUNT' and 'Amount (RM)' set to '300000'. The 'Description' field contains a placeholder text: 'MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3'. Below this is section '6. The Liability secured is for the benefit of the company or for another party' with a dropdown menu for 'For Benefit of Company' set to '- Please select -'. At the bottom, there are 'Add' and 'Delete' buttons and a table header with columns: Entity Type, ID or Company Reg No, Name, Address. A message below the table states 'There are currently no records.'

e. If select Mortgage Type = MULTIPLE CURRENCIES.

- i. Click Add button.
- ii. Select Currency Type from dropdown list.
- iii. Fill in Amount.
- iv. Fill in Description. (Optional)
- v. Click Save button.

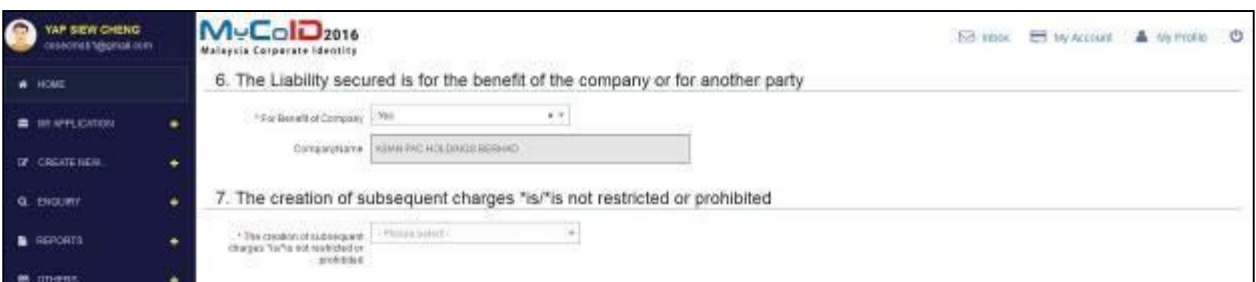
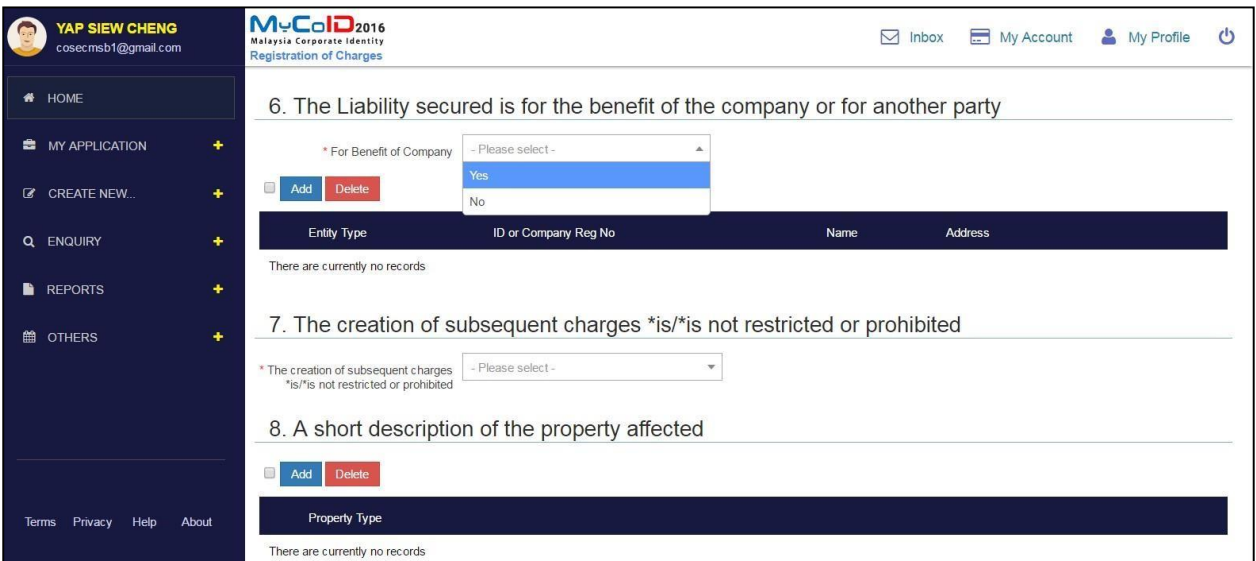
The screenshot shows the MyCoID 2016 interface. The sidebar is the same as in the previous screenshot. The main content area is titled '5. Describe briefly the nature of liability (present or prospective) secured by the charge'. The 'Mortgage Type' dropdown is set to 'MULTIPLE CURRENCIES'. Below it, there are 'Add' and 'Delete' buttons. A table header is visible with columns: Currency Type, Amount, Description. Below the table, it says 'There are currently no records'. Section '6. The Liability secured is for the benefit of the company or for another party' is also present with a dropdown for 'For Benefit of Company' set to '- Please select -'. At the bottom, there are 'Add' and 'Delete' buttons and a table header with columns: Entity Type, ID or Company Reg No, Name, Address. A message below the table states 'There are currently no records.'

The screenshot shows the MyCoID 2016 interface. The sidebar is the same as in the previous screenshots. The main content area is titled 'Registration of Charges - Mortgage Details'. It features a form with 'Currency Type' set to 'KOREA WON', 'Amount' set to '100000', and a 'Description' field with placeholder text: 'MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS4 MORTGAGE DETAILS5 MORTGAGE DETAILS6 MORTGAGE DETAILS7 MORTGAGE DETAILS8 MORTGAGE DETAILS9 MORTGAGE DETAILS10 MORTGAGE DETAILS11 MORTGAGE DETAILS12 MORTGAGE DETAILS13 MORTGAGE DETAILS14 MORTGAGE DETAILS15 MORTGAGE DETAILS16 MORTGAGE DETAILS17 MORTGAGE DETAILS18 MORTGAGE DETAILS19 MORTGAGE DETAILS20'. At the bottom, there are 'Save' and 'Cancel' buttons.



7. Under 6. The Liability secured is for the benefit of the company or for another party.

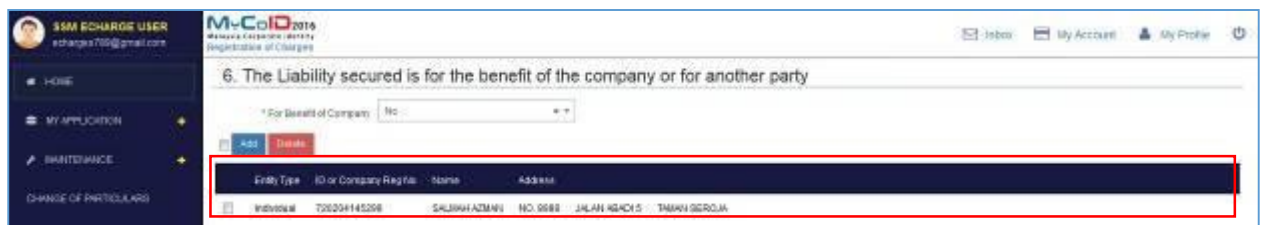
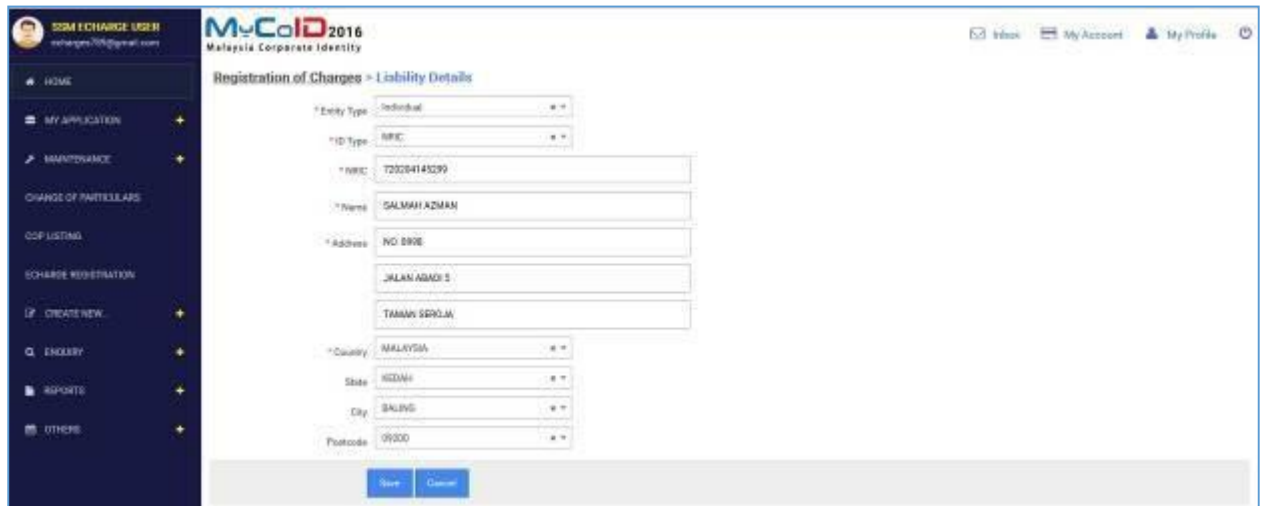
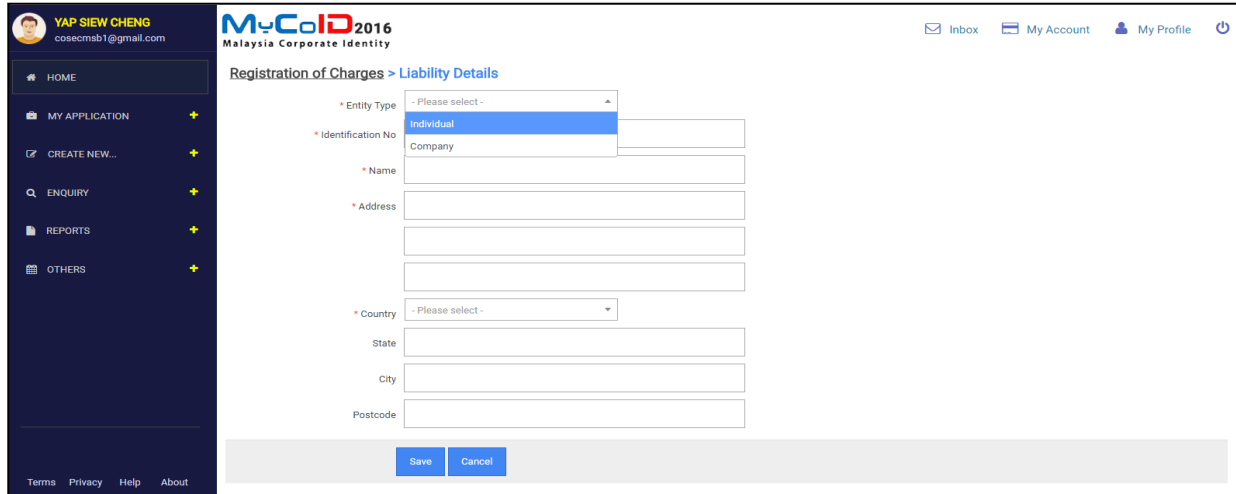
a. If select 'Yes' – Company Name will be populated.



b. If select 'No' – Click Add button.



- i. Select Individual or Company from dropdown list.
- ii. Fill in Liability Details
- iii. Click Save button.



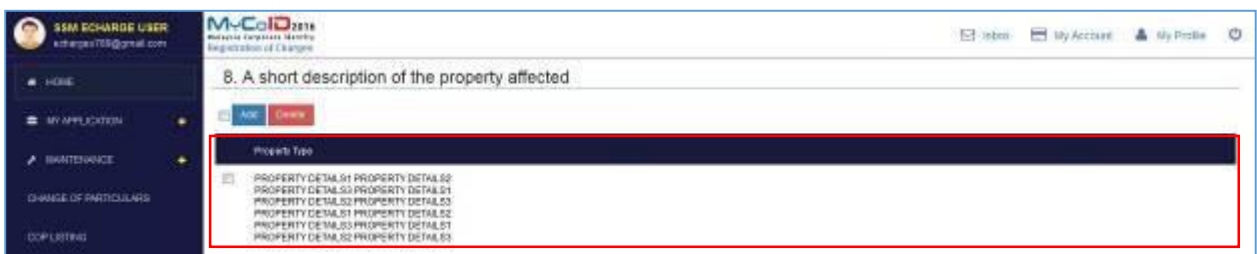
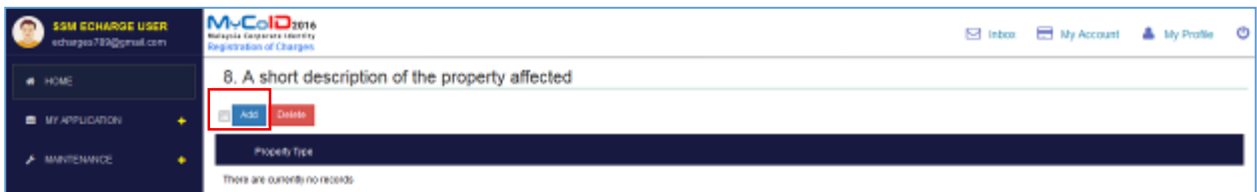
8. Under 7. The creation of subsequent charges \*is/\*is not restricted or prohibited.

- a. Select from dropdown list:
  - i. Is Restricted or Prohibited
  - ii. Is NOT Restricted or Prohibited



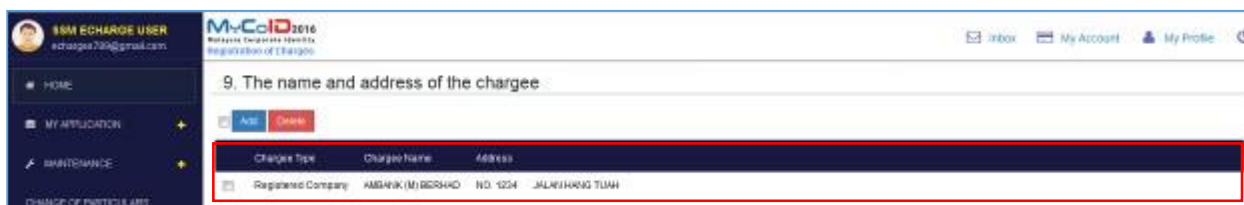
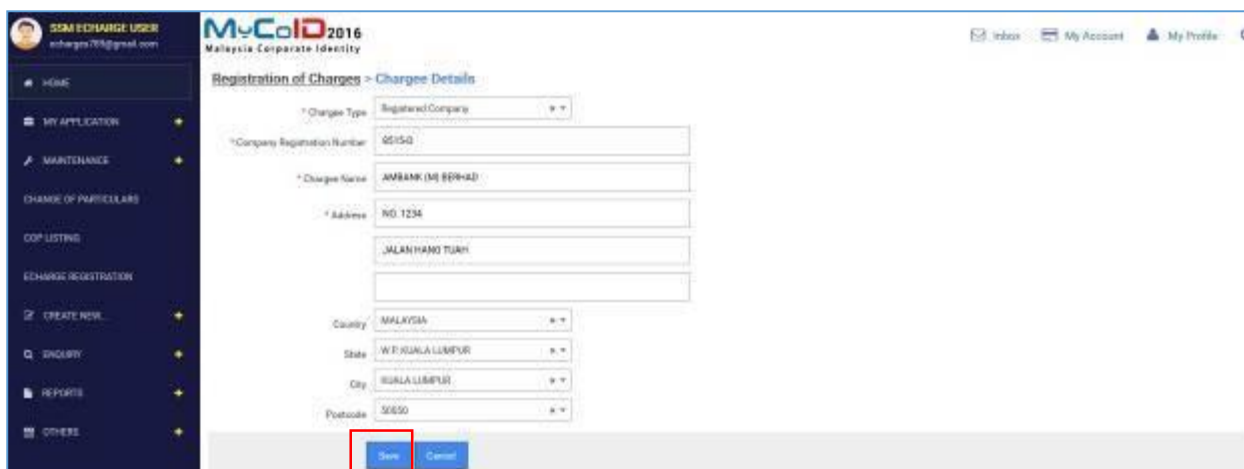
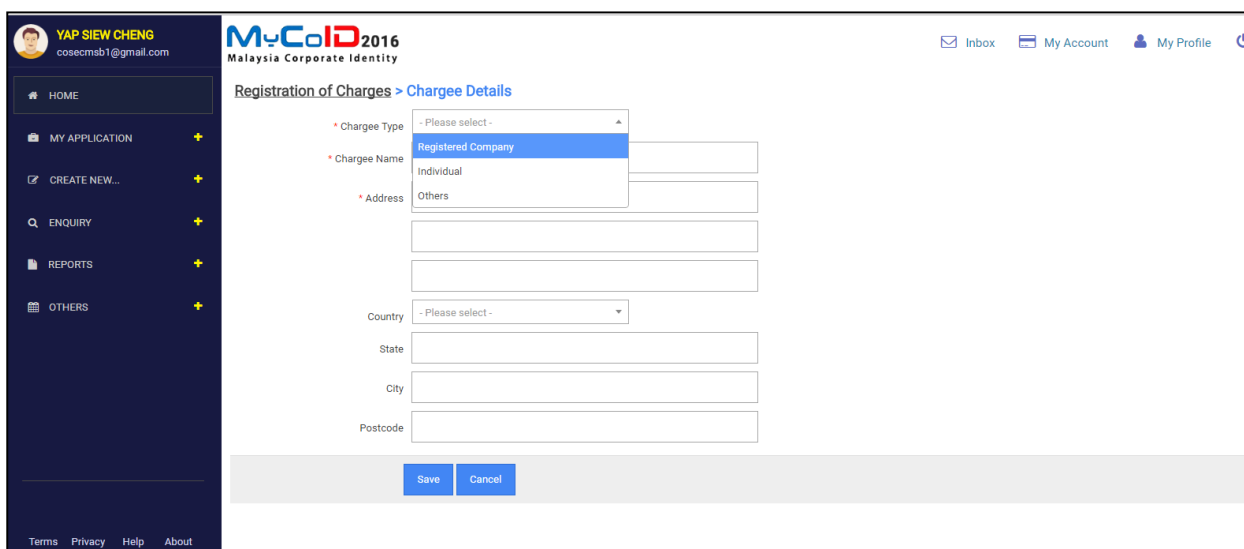
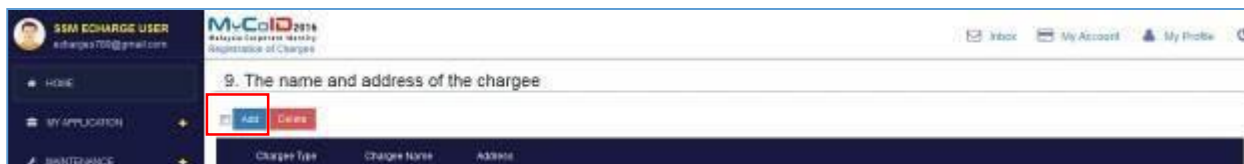
9. Under 8. A short description of the property affected.

- a. Click Add button.
- b. Fill in Property Details.
- c. Click Save button.

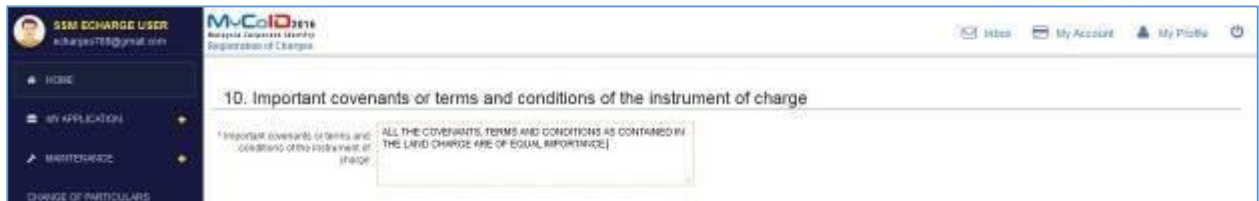


10. Under 9. The name and address of the chargee.

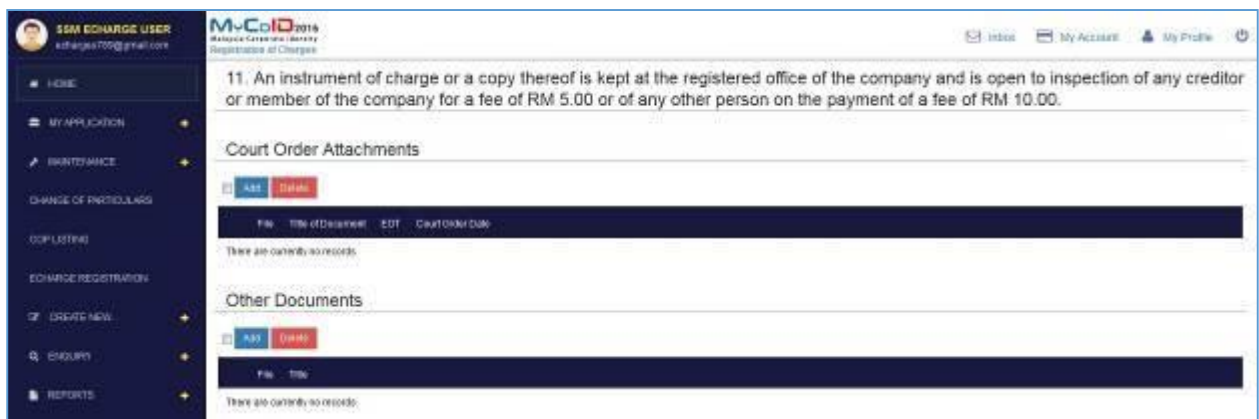
- a. Click Add button.
- b. Select Registered Company or Individual or Others from dropdown list.
- c. Fill in Chargee Details
- d. Click Save button.



11. Under 10. Important covenants or terms and conditions of instrument of charge. Fill in free text.



12. Under 11. An instrument of charge or a copy thereof is kept at the registered office of the company and is open to the inspection of any creditor or member of the company for a fee of RM 5.00 or of any other person on the payment of a fee of RM 10.00.



- a. Court Order Attachment
  - i. Click Add button.
  - ii. Select Court Order Date
  - iii. Fill in Court Order Ref No.
  - iv. Choose file to be attached and Upload.
  - v. Click Save button.

**MyCoID 2016**  
Malaysia Corporate Identity

**Registration of Charges > Other Attachments**

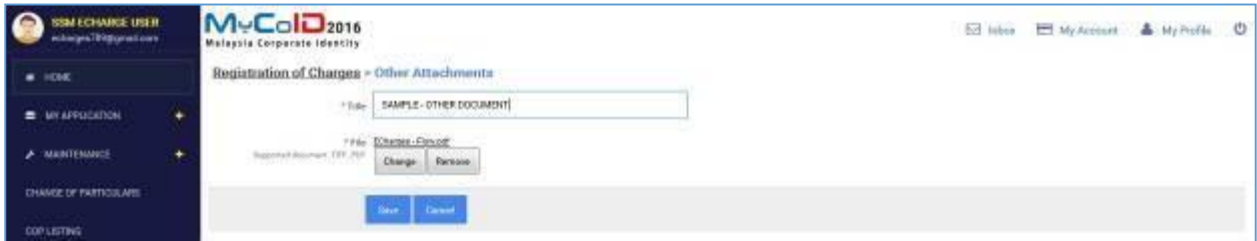
\* Title

\* File  No file chosen

Supported document .TIFF, .PDF

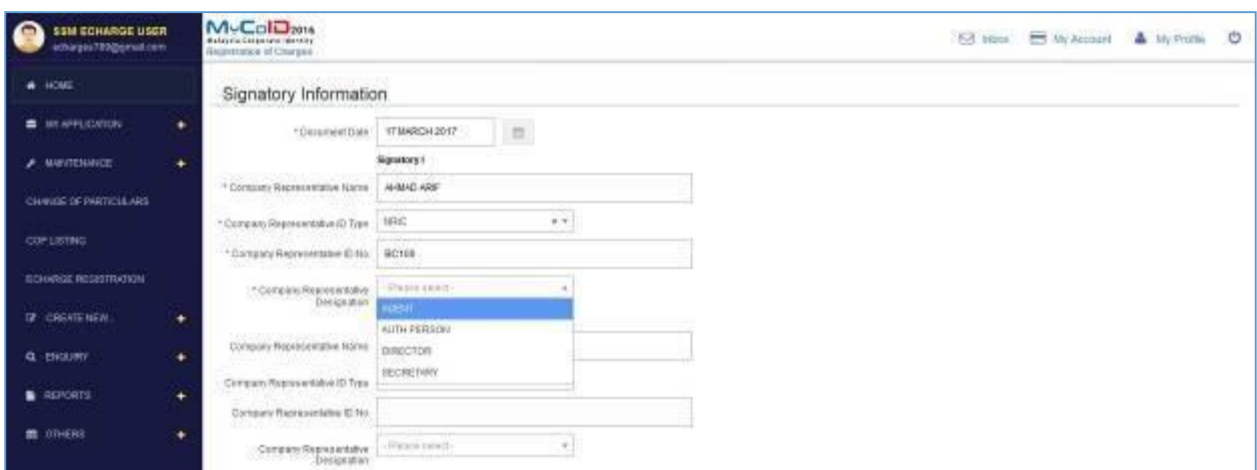
b. Other Attachment

- i. Click Add button.
- ii. Fill in Title.
- iii. Choose file to be attached and Upload.
- iv. Click Save button.



13. Under **Signatory Information**.

- a. Select Document Date.
- b. Fill in Signatory 1 (Mandatory)
- c. Fill in Signatory 2 (Optional)



**SSM eCHARGE USER**  
scharges79@gmail.com

**MyCoID 2016**  
Malaysia Corporate Identity  
Registration of Changes

Inbox My Account My Profile

HOME  
MY APPLICATION  
MAINTENANCE  
CHANGE OF PARTICULARS  
COP LISTING  
eCHARGE REGISTRATION  
CREATE NEW  
ENQUIRY  
REPORTS  
OTHERS

### Signatory Information

Document Date: 17 MARCH 2017

**Signatory 1**

\* Company Representative Name: AHMAD ARIF

\* Company Representative ID Type: NRIC

\* Company Representative ID No: BC188

\* Company Representative Designation: DIRECTOR

**Signatory II (Optional)**

Company Representative Name: [Empty]

Company Representative ID Type: [Please select]

Company Representative ID No: [Empty]

Company Representative Designation: [Please select]

#### 14. Under Declaration.

- a. Tick on Declaration and click Save button.

**YAP SIEW CHENG**  
cosecmsb1@gmail.com

**MyCoID 2016**  
Malaysia Corporate Identity  
Registration of Changes

Inbox My Account My Profile

### Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

**Attention!**  
It is an offence under Section 691 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

[Click here to view our Standard Terms and Conditions](#)

### Remarks

Remarks	Remarks By	Date	Remarks Type
There are currently no records			

Save Cancel

Terms Privacy Help About

15. System will proceed to Registration of Charge Preview.

- a. Click Cancel button to edit main form.
- b. Click Submit button to proceed confirmation and payment.

**Registration Of Charges Preview**

STATEMENT OF PARTICULARS TO BE LOGGED WITH CHARGE

JEN RUPA/PTG (MPT) (RM) SDN BHD

To the Registrar of Companies:

1. The charge is created by:

Name	Identification No./ Registration No.
JEN RUPA/PTG (MPT) (RM) SDN BHD	1287

2. Property which is subject to a charge acquired on: 17 FEBRUARY 2017

3. The charge is: FIBED

4. The description of the instrument(s) creating or evidencing the charge: THE DESCRIPTION OF THE INSTRUMENT CREATING OR EVIDENCING THE CHARGE IS AN ALL MONIES LOAN AGREEMENT (I/M DEED OF ASSIGNMENT)

**Registration Of Charges Preview**

5. Describe briefly the nature of liability (grossed or prospective) secured by the charge:

Liability Type	Amount	Description
4/PTG (MPT) DOLLAR	200,000.00	MORTGAGE DETAILS 1 / MORTGAGE DETAILS 2 / MORTGAGE DETAILS 3 / MORTGAGE DETAILS 4 / MORTGAGE DETAILS 5 / MORTGAGE DETAILS 6 / MORTGAGE DETAILS 7 / MORTGAGE DETAILS 8 / MORTGAGE DETAILS 9 / MORTGAGE DETAILS 10 / MORTGAGE DETAILS 11 / MORTGAGE DETAILS 12 / MORTGAGE DETAILS 13 / MORTGAGE DETAILS 14 / MORTGAGE DETAILS 15 / MORTGAGE DETAILS 16 / MORTGAGE DETAILS 17 / MORTGAGE DETAILS 18 / MORTGAGE DETAILS 19 / MORTGAGE DETAILS 20
KONVA (MPT)	100,000.00	MORTGAGE DETAILS 1 / MORTGAGE DETAILS 2 / MORTGAGE DETAILS 3 / MORTGAGE DETAILS 4 / MORTGAGE DETAILS 5 / MORTGAGE DETAILS 6 / MORTGAGE DETAILS 7 / MORTGAGE DETAILS 8 / MORTGAGE DETAILS 9 / MORTGAGE DETAILS 10 / MORTGAGE DETAILS 11 / MORTGAGE DETAILS 12 / MORTGAGE DETAILS 13 / MORTGAGE DETAILS 14 / MORTGAGE DETAILS 15 / MORTGAGE DETAILS 16 / MORTGAGE DETAILS 17 / MORTGAGE DETAILS 18 / MORTGAGE DETAILS 19 / MORTGAGE DETAILS 20

6. The liability secured is for the benefit of the company or for another party (name and address of another party):

Party Type	Name	Identification No./ Registration No.	Address
Individual	EUSMAN ADAM	1220414209	NO. 2088 JALAN AHMAD YAMAM BPC/4, 30000, BANGI, SELANGOR, MALAYSIA

**Registration Of Charges Preview**

7. The source of subsequent charges is:  Not Restricted or Prohibited  Restricted or Prohibited

8. A short description of the property affected:

Property Type: PROPERTY DETAILS 1 / PROPERTY DETAILS 2 / PROPERTY DETAILS 3 / PROPERTY DETAILS 4 / PROPERTY DETAILS 5 / PROPERTY DETAILS 6 / PROPERTY DETAILS 7 / PROPERTY DETAILS 8 / PROPERTY DETAILS 9 / PROPERTY DETAILS 10 / PROPERTY DETAILS 11 / PROPERTY DETAILS 12 / PROPERTY DETAILS 13 / PROPERTY DETAILS 14 / PROPERTY DETAILS 15 / PROPERTY DETAILS 16 / PROPERTY DETAILS 17 / PROPERTY DETAILS 18 / PROPERTY DETAILS 19 / PROPERTY DETAILS 20

9. The name and address of the chargee:

Chargee Type	Name	Identification No./ Registration No.	Address
Registered Company	MISCAM (MPT) SDN BHD	3070-E	NO. 124 JALAN BANGI TRAY 2010, KUALA DANGAR, 305, KUALA LUMPUR, MALAYSIA

10. Important covenants or terms and conditions of the instrument of charge: ALL THE COVENANTS, TERMS AND CONDITIONS AS CONTAINED IN THE LAND CHARGE ARE OF EQUAL IMPORTANCE.

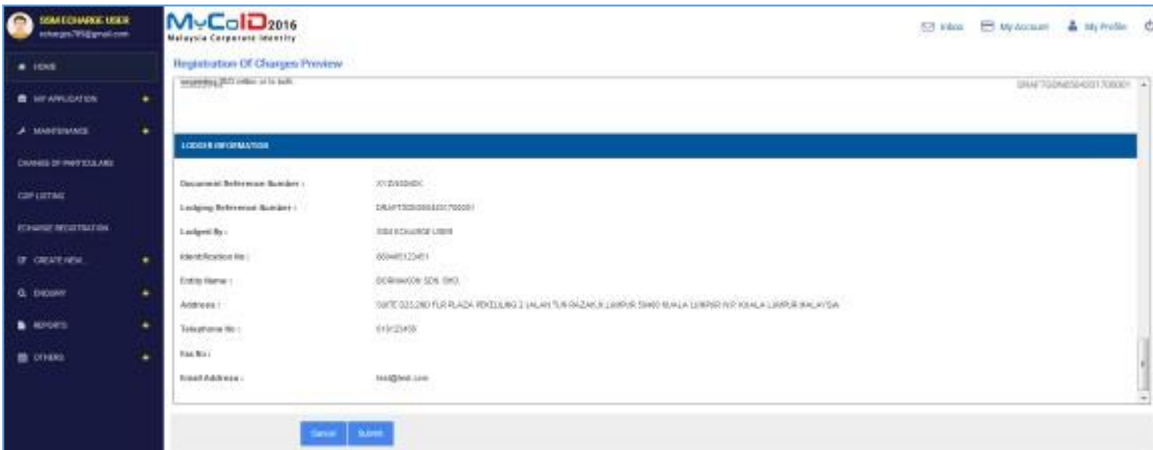
**Registration Of Charges Preview**

11. An instrument of charge in a copy thereof is kept at the registered office of the company and is open to inspection of any creditor or member of the company for a fee of RM 5.00 or of any other person on the payment of a fee of RM 30.00.

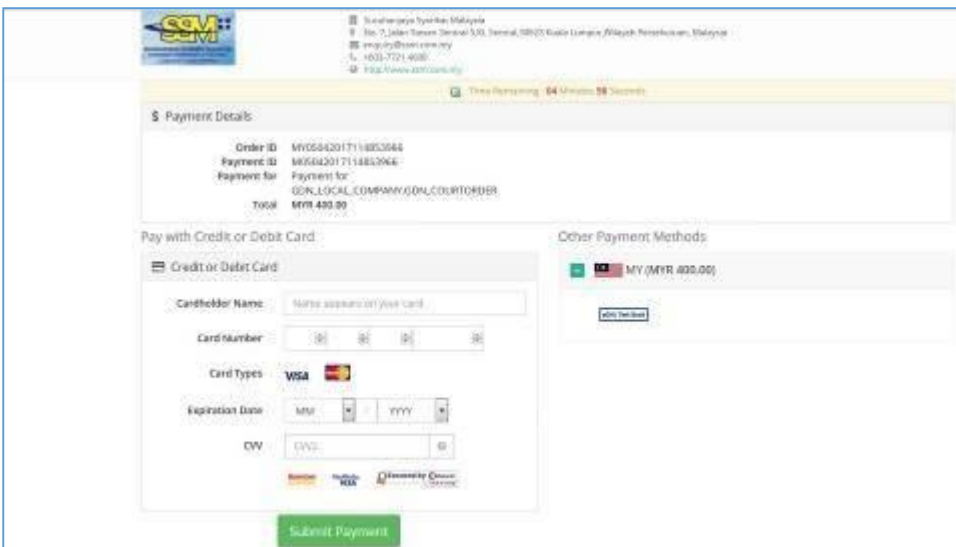
Date of this: 17 MARCH 2017

**COMPANY REPRESENTATIVE**

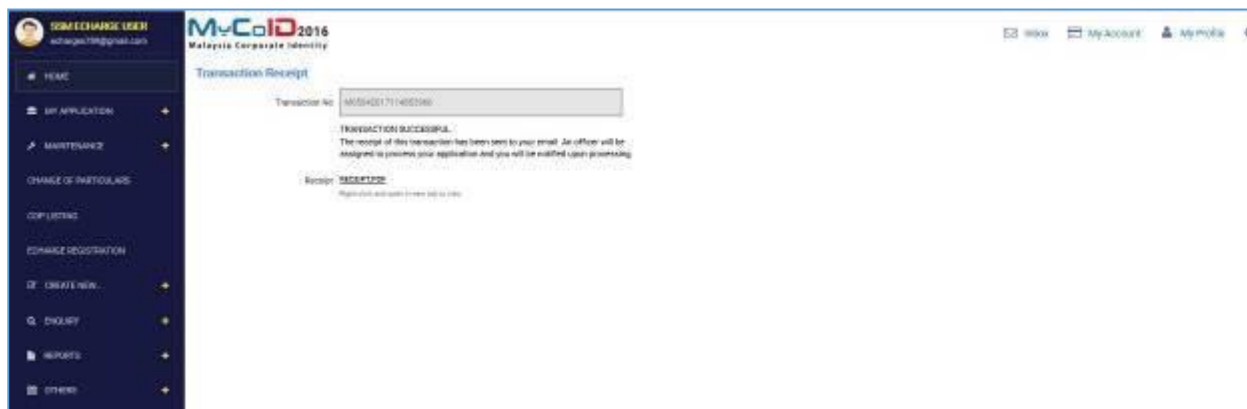
Company Representative Name:	ANAO 48F
Company Representative ID Type:	ARC
Company Representative Email:	AO10
Company Representative Designation:	DIRECTOR



## 16. Payment process



17. Upon successful payment, receipt will be produced.

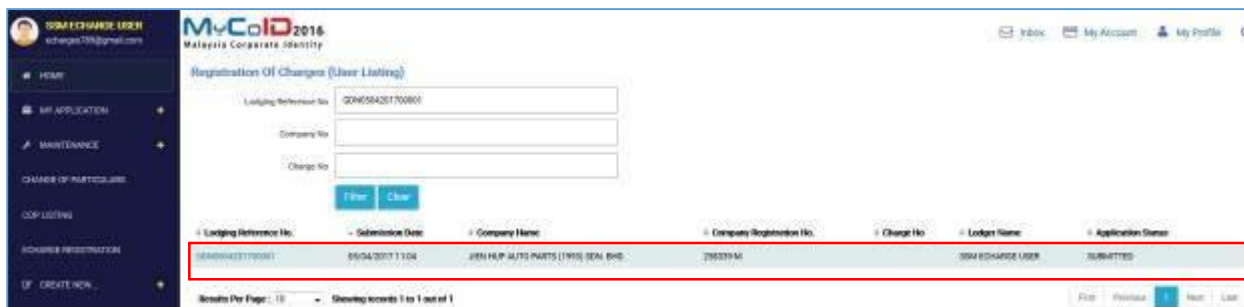


18. Transaction will be stored under MY APPLICATION → ECHARGES.

- a. Status = Submitted. Pending SSM Officer Approval.

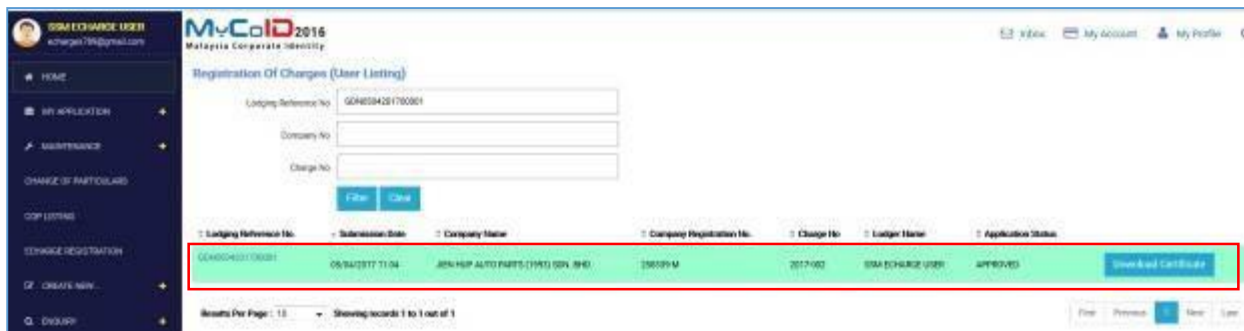
If payment has been made but the status is pending at third party eg EGHL/Bank, system will display status "Payment in Process". Application shall be not open by user until status payment has been finalized.

If payment is failed, status will display Payment Is Failed. Cosec/lawyer able to make another payment.



- b. Status = Approved. SSM Officer approved.

- i. Click on Lodging Reference No to print PDF format.
- ii. Click Download Certificate. Button is available for 14 days only.



19. Preview on PDF format.

258339-M GDN0504201700001		COMPANIES ACT 2016 SECTION 352(1), 354 & 358(1) STATEMENT OF PARTICULARS TO BE LODGED WITH CHARGE JIEN HUP AUTO PARTS (1993) SDN. BHD. COMPANY NO: 258339-M	
To the Registrar of Companies,			
1. The charge is created by:			
Name		Identification No/ Registration No	
ASIAN PAC HOLDINGS BERHAD		128-T	
2. Property which is subject to a charge acquired on:		01 FEBRUARY 2017	
3. The charge is:		FIXED	
4. The description of the instrument(s) creating or evidencing the charge:		THE DESCRIPTION OF THE INSTRUMENT CREATING OR EVIDENCING THE CHARGE IS AN ALL MONIES LOAN AGREEMENT CUM DEED OF ASSIGNMENT.	
5. Describe briefly the nature of liability (present or perspective) secured by the charge:			
Currency Type	Amount	Description	
AUSTRALIAN DOLLAR	200,000.00	MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3	
KOREA WON	100,000.00	MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3 MORTGAGE DETAILS1 MORTGAGE DETAILS2 MORTGAGE DETAILS3	
6. The liability secured is for the benefit of the company or for another party (name and address of another party):			
Entity Type	Name	Identification No/ Registration No	Address
Individual	SALMAH AZMAN	720204145299	NO. 8998 JALAN ABADI 5 TAMAN SEROJA , 06200, BALING ,KEDAH ,MALAYSIA
7. The creation of subsequent charges "is / "is not restricted or prohibited:		Is Restricted or Prohibited	
8. A short description of the property affected:			
Property Type			
PROPERTY DETAILS1 PROPERTY DETAILS2 PROPERTY DETAILS3 PROPERTY DETAILS1 PROPERTY DETAILS2 PROPERTY DETAILS3 PROPERTY DETAILS1 PROPERTY DETAILS2 PROPERTY DETAILS3 PROPERTY DETAILS1 PROPERTY DETAILS2 PROPERTY DETAILS3			
9. The name and address of the chargee:			
Charge Type	Name	Identification No/ Registration No	Address
Registered Company	AMBank (M) BERHAD	8515-D	NO. 1234 JALAN HANG TUAH ,50050 ,KUALA LUMPUR ,W.P. KUALA LUMPUR ,MALAYSIA
10. Important covenants or term and conditions of the instrument of charge:			
ALL THE COVENANTS, TERMS AND CONDITIONS AS CONTAINED IN THE LAND CHARGE ARE OF EQUAL IMPORTANCE.			

11. An instrument of charge or a copy thereof is kept at the registered office of the company and is open to inspection of any creditor or member of the company for a fee of RM 5.00 or of any other person on the payment of a fee of RM 10.00.

Dated this : 17 MARCH 2017

#### SIGNATORY INFORMATION

	Signatory 1
Company Representative Name :	AHMAD AMIR
Company Representative ID Type :	NRIC
Company Representative IDNo :	BC100
Company Representative Designation :	DIRECTOR

#### DECLARATION

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

Attention:

It is an offence under Section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

#### LOGGER INFORMATION

Document Reference Number :	XYZ40040X
Lodging Reference Number :	GDN0504201700001
Lodged By :	SSM ECHARGE USER
Identification No :	880405123451
Entity Name :	BORNIKON SDN. BHD.
Address :	SUITE D23,2ND FLR PLAZA PEKELILING 2 JALAN TUN RAZAK,K.LUMPUR 50400 KUALA LUMPUR W.P. KUALA LUMPUR MALAYSIA
Telephone No :	018123456
Fax No :	
Email Address :	test@test.com

20. Sample certificate for new registration of charges

 SURUHANJAYA SYARIKAT MALAYSIA COMPANIES COMMISSION OF MALAYSIA	
COMPANIES ACT, 2016	[Section 357(3)]
Company No. - MyCoID	
258339	M
<b>CERTIFICATE OF REGISTRATION OF CHARGE</b>	
<p>This is to certify that on the 1st day of February 2017, JIEN HUP AUTO PARTS (1993) SDN. BHD. acquired property which is subject to a Charge created by ASIAN PAC HOLDINGS BERHAD in favour of AMBANK (M) BERHAD to secure the amount stated in the Statement of Prescribed Particulars in respect of the Charge dated 17th day of March 2017 and that this acquisition has this day been registered and numbered 2017-002 in the Register of Charges.</p>	
<p>Given under my hand and seal, at Kuala Lumpur this 5th day of April 2017.</p>	
	REGISTRAR OF COMPANIES MALAYSIA
User : qassm Date : 05/04/2017 12:05:46	