



LEMBAGA ARKITEK MALAYSIA
Board of Architects Malaysia

ARCHITECTS ACT 1967
ARCHITECTS RULES 1996
[Subrule 30(1)]

APPLICATION FOR REGISTRATION OF BODY CORPORATE
AS AN ARCHITECTURAL CONSULTANCY PRACTICE
PURSUANT TO SECTION 7B

(To be completed by the Applicant in BLOCK LETTERS)

(Salaried Professional Architects are not allowed to set up their own practice whether in the form of a sole proprietorship, partnership or body corporate)

1. Name of Body Corporate :
2. Companies Commission of Malaysia (SSM) Registration No. :
3. Date of incorporation :
4. Registered Business Address :
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5. Tel. No. :
6. Fax. No. :
7. E-mail :
8. Name, address and telephone number of secretary of the body corporate :
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9. Authorized capital :
10. Paid-up capital :

11. DECLARATION TO BE COMPLETED AND SIGNED BY EVERY DIRECTOR AND SHAREHOLDER OF THE BODY CORPORATE IN HIS INDIVIDUAL CAPACITY :

To : The Registrar,
Board of Architects Malaysia

We, the undersigned, apply for the registration of, a body corporate providing *architectural consultancy services, professional engineering services and/or quantity surveying services, as an architectural consultancy practice pursuant to section 7B of the Act and declare as follows :

- (1) the relevant particulars of our directors and shareholders and their registration with the respective professional boards, where applicable, are as shown in Appendix A to this application form;
- (2) is a body corporate which has duly complied with the provisions of section 7B of the Act;
- (3) the copy of the Memorandum and Articles of Association of the body corporate submitted with this application is a true and correct copy; and
- (4) we, being the members of the body corporate, hereby jointly and severally declare and do undertake that every director and shareholder shall abide by all the provisions of the Act and any rules made thereunder and shall observe, perform and comply with any conditions or restrictions that may be imposed by the Board upon granting approval of this application.

<i>Name of directors and shareholders</i>	<i>Profession</i>	<i>Signature</i>
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.....

Date :

PENALTY

Paragraph 33(a) of the Architects Act 1967 : “Any person, sole proprietorship, partnership or body corporate who procures or attempts to procure registration or a certificate of registration under this Act by knowingly making or producing or causing to be made or produced any false or fraudulent declaration, certificate, application or representation whether in writing or otherwise shall be guilty of an offence and shall, on conviction, be liable to a fine not exceeding fifty thousand ringgit or imprisonment for a term not exceeding two years or to both.”

* delete whichever is not applicable

APPENDIX A (Body Corporate as an Architectural Consultancy Practice Pursuant to Section 7A)

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 (Name of body corporate)

Particulars of directors and shareholders

<u>Name of directors and shareholders</u> (in full)	<u>Name of board registered with</u> (where applicable)	<u>Registration Number</u> (where applicable)	<u>Date of Registration</u> (where applicable)	<u>Percentage of shareholding</u>	<u>Identity Card / Passport No.</u>	<u># Position in body corporate</u>
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Date :

.....
 (Signature of *Chairman / Managing Director)

Chairman / Managing Director / Director / Shareholder, etc.

* delete whichever is not applicable

Application for Registration of Body Corporate as an Architectural Consultancy Practice Pursuant To Section 7B

The following documents are herewith submitted *(please tick (✓) where appropriate)* :-

- (a) Draft Memorandum and Articles of Association (M&A)
- (b) Form 49
(must have certification as true copy by the Registrar of Company (ROC))
- (c) Form 24 (Return of Allotment of Shares)
(must have certification as true copy by the Registrar of Company (ROC))
- (d) A sample of the draft letterhead showing the names of directors together with their professional qualifications and status.
- (e) Confirmation from the relevant professional Boards certifying that the directors can be appointed as the directors/shareholders in the proposed practice.
- (e) The application shall be accompanied with a processing fee for the amount of RM100.00 and a registration fee for the amount of RM1,200.00 in money order / bank draft / cheque made payable to the 'Lembaga Arkitek Malaysia'.