

RESPONSIBILITY OF BUSINESS OWNER:

1. To register the business within 30 days from the date of commencement of the business by submitting the Business Registration Form (Form A).
2. To renew the registration of business within 30 days before the expiry date of the registration or the prior renewal by submitting the Application for Renewal of Business Registration Form (Form A1).
3. To register any changes in the business particulars within 30 days from the date of the change of the principal business address, type of business, particulars on branches and information of the owner by submitting the Registration of Changes of Business Particulars Form (Form B).
4. To inform the termination of business within 30 days from the date of termination of the business operation or, if it is due to death, within 4 months from the date of death by submitting the Notification of Termination of Registered Business Form (Form C).
5. To display the Certificate of Registration of Business in a conspicuous place at the main business premises or branch.
6. To put up a signboard displaying the business name and registration number outside the place of business and if there is more than one place of business, outside each place of business.
7. To display the business name and number of the certificate of registration on every business letterhead, invoice, bill or other document.
8. To duly obtain the licence, permit or approval letter from the relevant authority in relation to the types of businesses which require approval prior to commencement even if the said business has been registered with the Companies Commission of Malaysia.

Penalty provisions under the Registration of Businesses Act 1956 and Registration of Businesses Rules 1957

1. Contravention of items (1) & (2) shall, on conviction, be liable to a fine not exceeding RM50,000 or to imprisonment for a term not exceeding 2 years or to both.
2. Contravention of items (3), (4), (6) & (7) shall, on conviction, be liable to a fine not exceeding RM10,000 or to imprisonment for a term not exceeding 1 year or to both.
3. Contravention of item (5) shall, on conviction, be liable to a fine not exceeding RM2,000 or to imprisonment for a term not exceeding 6 months or to both.

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