

GUIDELINES FOR CHANGE OF A LOCAL COMPANY NAME

A company can change its name to another name. Change in name involves two processes.

1. Name search and application of name

The applicant has to submit Form 13A to obtain approval to use the name proposed for the company to be incorporated. If the name is approved, it will be reserved in the name of the applicant for 3 months from the date of the approval letter.

2. Submit the following documents:

- a) Original copy of Form 13A.
- b) Copy of the approval letter for the company's name change.
- c) Form 11 – Notice of Resolution, and for a wholly-owned Subsidiaries-
Form 52 – Copy of Minutes by Representative of Holding Company Relating to Proceeding of Subsidiary Company
- d) Fee of RM100.00

A Certificate of Incorporation on Change of Name of Company (Form 13) will be issued within 1 day by SSM upon compliance with the procedures and submission of duly completed documents.