

GUIDELINES ON THE TERMINATION OF BUSINESS

A business may be terminated for the following reasons:

- 1. Cessation of the business**
- 2. Dissolution of partnership**
- 3. Death of the owner**
- 4. Court Order**

Business Termination Procedure

1. Complete and submit the Notification of Termination of Registered Business (FORM C)
2. The owner and every partner must sign the completed Form.
3. The owner/all partners who have registered as Ezbiz Online user(s) must then submit the application through Ezbiz Online Portal at ezbiz.ssm.com.my. As for the deceased sole proprietorship, the person responsible can submit the application through the counter or pursuant to court order.
4. Documents to be attached along with the application are as follows:
 - (a) Business Registration Certificate (D/E); and
 - (b) Death certificate (original document or certified copy) in case of termination due to death of owner; or
 - (c) Court order (original document or certified copy) in case of termination by court order; or
 - (d) Relevant documents (original documents or certified copies) in case the owner goes bankrupt.
5. For the time being, business termination through EzBiz Online is only beallowed for the purpose of cessation of business and dissolution of partnership.

Registration Fee

1. Notification of Termination of Registered Business – No fee
2. Business Information – RM10.00

General Guideline

1. Business owner or person responsible needs to refer to section 2 "Assessment" ROBA 1956 to file the notice of termination of business within thirty (30) days to the registrar/SSM in which the registered business is terminated.
2. A registered business that **has not expired** is allowed to submit Notification of Termination of Registered Business.
3. A registered business that **has expired** need not file the notice of business termination. Owners or partners can purchase a Business Expiry Confirmation letter on the e-Info portal (www.ssm-einfo.my) or the Mydata portal (www.mydata-ssm.com.my).
4. A registered business is automatically **terminated** upon the death of a sole proprietorship or the death of a business associate and there is no surviving business associate or person responsible for the business. The personal representative or the next-of-kin of the deceased associate shall within four (4) months from the date of such death notify the Registrar in the prescribed form of such termination.
5. Fails to file a notice of termination and if found guilty shall be fined for an amount not exceeding RM10,000 or imprisonment for a term not exceeding one (1) year or both upon conviction.