



SURUHANJAYA SYARIKAT MALAYSIA
COMPANIES COMMISSION OF MALAYSIA
(Agensi di bawah KPDNHEP)



TATACARA PENGGUNA EZBIZ UNTUK
SKIM PENDAFTARAN PERNIAGAAN PRIHATIN
SSM

Versi 1.0

19 Disember 2020

CARA-CARA PERMOHONAN PENDAFTARAN SKIM PENDAFTARAN PERNIAGAAN PRIHATIN SSM MELALUI PORTAL EZBIZ ONLINE

Home

USERNAME

PASSWORD

VERIFICATION CODE

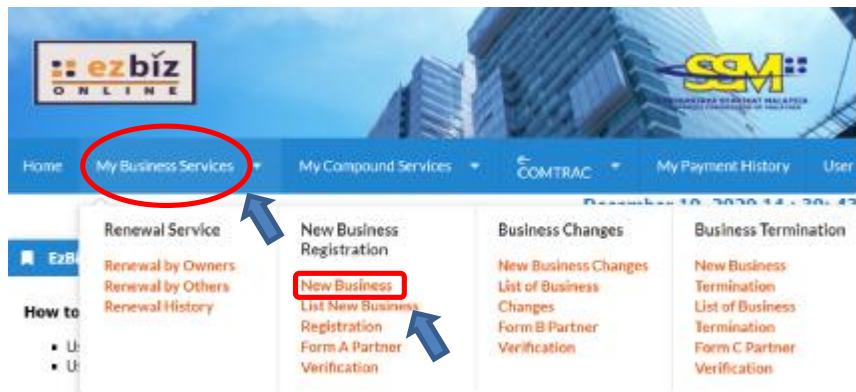
Sign In

Forgot Password

Sign Up

1. "Sign In"

- Klik "USERNAME"
- Masukkan "PASSWORD" – boleh klik ikon mata jika ingin lihat 'password' yang ditaip
- Masukkan "VERIFICATION CODE"
- Klik "Sign In"



2. Klik MyBusiness Services

- Klik "New Business"

Main Information

Name Type*
 TRADE NAME

Business Name*
 SYAHMI ENTERPRISE

For Nurseries/Taska, Care Centre/Pusat Jagaan, Kindergarten/Tadika, Tuition Centre/Pusat Tuisyen, Enrichment Centre/Pusat Perkembangan, School/Sekolah must proceed to the nearest SSM counter.
Guidelines for Business Name Application

Tahukah anda, Pendaftaran SSM BizTrust adalah PERCUMA sehingga 31 MAC 2019
 Sila layari <https://biztrust.ssm.com.my> untuk pendaftaran

Business Start Date*
 19-Dec-2020

Partnership Agreement Date (if applicable)

Incentive (Pelajar/Ibu Tunggal B40/Belia B40/OKU)
 Skim Pendaftaran Perniagaan Prihatin

Registration Period*
 1 Year

Business Info
 YES

Status
 DATA ENTRY

3. "Main Information"

- Sila pilih "Name Type" sama ada "Trade Name" atau "Personal Name"
- Masukkan "Business Start Date"
- Masukkan "Partnership Agreement Date" jika ada
- Sila pilih "Incentive" dan pilih Skim Pendaftaran Perniagaan Prihatin
- Masukkan "Registration Period" dengan membuat pilihan bermula 1 tahun hingga 5 tahun. Pengecualian bayaran untuk tahun pertama sahaja.
- Klik bahagian "Business Info" untuk "Yes" jika setuju untuk beli info, "No" jika tidak setuju untuk beli info.
- Status akan menunjukkan "DATA ENTRY"

Incubator*

No

Is Online Seller ?

--Please Select--

- "Incubator" – Klik "YES" jika anda peniaga di Sarawak yang menggunakan khidmat incubator. Klik "NO" jika tidak berkenaan. Sila layari www.centacube.com.my untuk maklumat lanjut.
 "Is Online Seller?" – Klik "YES" jika berniaga secara dalam talian. Klik "NO" jika tidak berkenaan.

Main Address	Mailing Address
<p>Address*</p> <input type="text" value="NO. 14, JALAN PERMATA"/> <input type="text" value="TAMAN LESTARI"/> <input type="text"/>	<p>Copy From Main Address</p> <p>Address*</p> <input type="text" value="NO. 14, JALAN PERMATA"/> <input type="text" value="TAMAN LESTARI"/> <input type="text"/>
<p>Postcode* Town*</p> <input type="text" value="68100"/> <input type="text" value="BATU CAVES ▼"/>	<p>Postcode* Town*</p> <input type="text" value="68100"/> <input type="text" value="BATU CAVES ▼"/>
<p>State</p> <input type="text" value="SELANGOR"/>	<p>State*</p> <input type="text" value="SELANGOR"/>
<p>Tel No Mobile No*</p> <input type="text"/> <input type="text"/>	<p>Tel No Mobile No</p> <input type="text"/> <input type="text"/>
<p>Email</p> <input type="text"/>	<p>Email</p> <input type="text"/>

5. "Main Address" dan "Mailing Address"
 - (a) Masukkan bahagian yang bertanda *
 - (b) Klik POSKOD dahulu, senarai "TOWN" akan keluar
 - (c) Jika "Mailing Address" sama dengan "Main Address" tekan "Copy From Main Address"

Branches Information *(if applicable)

Notes:

1. Address for branches should not be the same with principal business address
2. Address for each branches should not be the same.
3. P.O. Box is not allowed.

Address *

Postcode*

Town

State

Add/Update Branch

6. "Branches Information" (jika ada)
 - (a) Masukkan bahagian yang bertanda *
 - (b) Sebarang pertambahan cawangan akan dikenakan bayaran RM5 untuk satu cawangan setahun

Business Information


Types Of Business (Example: Retail Sale Of Food Products, Electrical Installation And Wholesale Of Clothing)*

MAKANAN, PAKAIAN

You have **1500** characters remaining for your description.

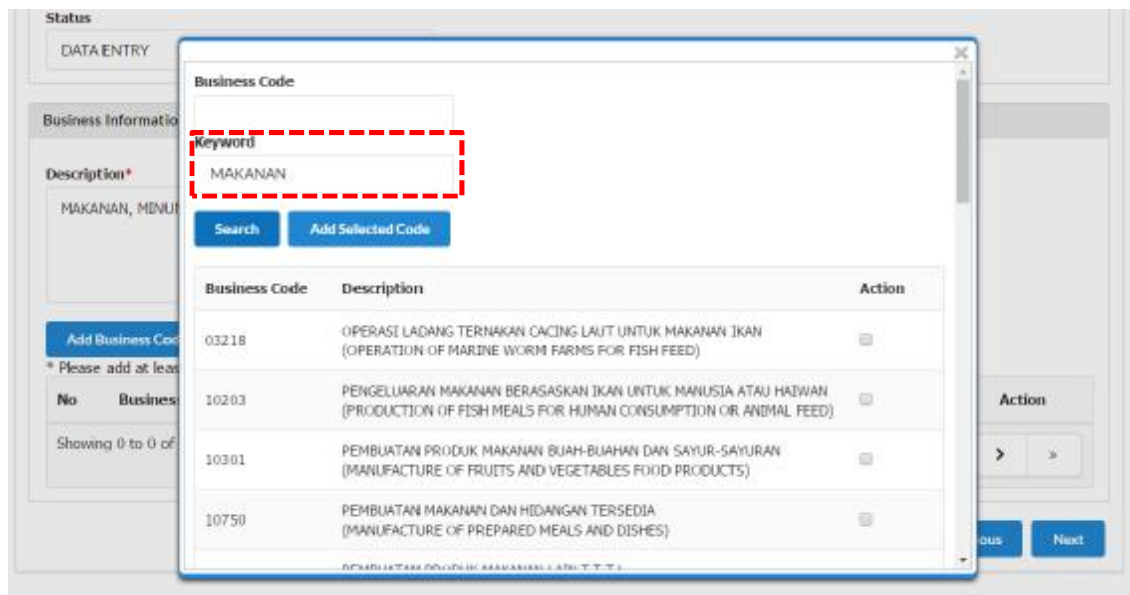
Add Business Code

* Please add at least one business code.

No	Business Code	Description	Action
1	10799	PEMBUATAN PRODUK MAKANAN LAIN T.T.T.L. (MANUFACTURE OF OTHER FOOD PRODUCTS N.E.C.)	

7. "Business Information"


- Nyatakan jenis perniagaan di ruangan "business description"
- Klik "Add Business Code"



- Masukkan jenis perniagaan di ruangan "Keyword" dan klik "Search"
- Pilih "Business Code" yang berkaitan sekurang-kurangnya 1 pilihan dan klik "Add Selected Code"

Owners Information

MyKad No* [Add Partner](#)

No	Name	Id No	Verification Status	Action
1	MOHD SYAHMI BIN MAD YASIR	88013 [REDACTED]	VERIFIED	

Showing 1 to 1 of 1

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8. "Owner Information"

(a) Klik ikon di "Action" untuk menyemak atau mengemaskini maklumat pemilik.

Registration Period*
1 Year

Business Info
YES

Status
DATA ENTRY

Owners Information

MyKad No*

No	Name
1	MOHD SYAHMI BIN MAD YASIR

Showing 1 to 1 of 1

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Name : MOHD SYAHMI BIN MAD YASIR

IC No : 88013 [REDACTED] **Color** : Blue

Date of Birth : 31 Jan 1988 **Gender** :

Race : MELAYU **Others Race** :

Nationality : MALAYSIAN **Original Country** :

Address*

MENARA SSM

Postcode*

53000

Town*

KUALA LUMPUR

State*

WP KUALA LUMPUR

Tel. No.

Mobile. No.* [WICKET ABUSE/DRUG](#)

[Action](#)

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(b) Bahagian pemilik akan terpapar secara automatik kerana pemilik telah membuat verifikasi sebelum membuat permohonan. Selepas kemaskini maklumat silih tekan "update" manakala jika tiada perubahan maklumat sila tekan "close"

Attachment (if applicable) - PDF Format Only

Select File (Max 3 MB)

Choose File No file chosen

Upload

9. "Attachment – Sila lampirkan dokumen dalam format pdf yang diperlukan mengikut kategori permohonan seperti berikut:

Belia B40

- Salinan Kad Pengenalan depan dan belakang

Ibu tunggal B40

- Salinan Kad Pengenalan depan dan belakang
- Sijil Cerai/ Sijil kematian suami/ Surat akuan sumpah

Pelajar:

- Salinan Kad Pengenalan depan dan belakang
- Salinan kad pelajar yang masih dalam tempoh sahlaku depan dan belakang
- Salinan surat pengesahan terkini akuan pelajar dari IPTA/IPTS

Fees & Declaration			
Item	Amount	Unit	Total (RM)
Registration or Business	60.00	1 Year(s)	60.00
Branches	0.00	1 Year(s)	0.00
Business Info	10.00	1	10.00
Proceeds (Bilim Pendaftaran (Perdagangan) Pindahan)			
Registration or Business	-60.00	1 Year(s)	-60.00
Business Info	10.00	1	10.00
Total Amount			0.00

I, the undersigned, the fee and information stated in this document are true. If I, the undersigned, violate section 19 (1)(d) of Registration of Business Act 1996 by knowingly makes any statement or furnishes any information to the Registrar under the provision of this Act or of make made thereunder whether such statement is verbal or in writing, which is false in any material particular or by reason of the omission of any material particular, and which he either knows or has reason to believe to be false, commits an offence and shall on conviction be liable to a fine not exceeding RM10,000 or to imprisonment for a term not exceeding two years or to both.

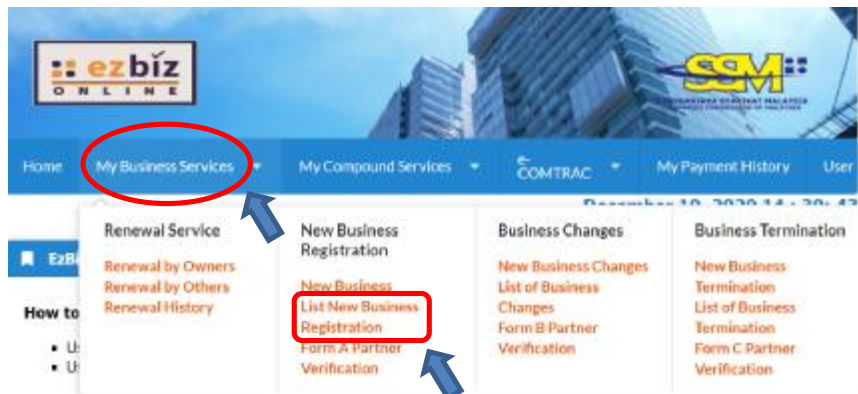
Previous

Submit for Verification

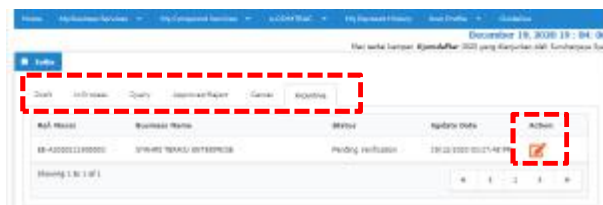
10. "Fee & Declaration"

- (a) Semak bahagian bayaran dan tandakan v di bahagian deklarasi.
- (b) Klik "Submit for Verification" untuk hantar permohonan.

Semakan status permohonan Skim Pendaftaran Perniagaan Prihatin SSM



1. Klik MyBiz Services
 - (a) Klik " List New business Registration



2. Semakan status permohonan pada tab:
 - (a) Tab Incentive – Permohonan masih dalam proses untuk semakan dokumen sokongan.
 - (b) Tab Query – Permohonan dikuiiri perlu dikemaskini diruang berkaitan dan dijawab kuirri tersebut. Klik button action untuk menjawab kuirri tersebut. Selepas mengemaskini dan jawab kuirri, sila hantar semula untuk permohonan diproses.
 - (c) Tab InProcess – Permohonan masih dalam proses untuk semakan pendaftaran baharu.
 - (d) Tab Approved/Reject – Permohonan diluluskan dan perlu download sijil/maklumat perniagaan dalam tempoh 14hari dari tarikh kelulusan.

Cara-cara menambah rakan kongsi di dalam permohonan pendaftaran baru melalui portal EZBIZ Online

Untuk Skim Pendaftaran Perniagaan Prihatin, sila pastikan rakan kongsi adalah dari golongan yang layak untuk skim ini, iaitu Belia B40, Ibu Tunggal B40 atau Pelajar Sepenuh Masa.

Jika rakan kongsi bukan dari golongan yang dinyatakan, permohonan tidak layak untuk didaftarkan dibawah skim ini.

The screenshot shows the 'Owners Information' section of a web form. At the top, there is a 'MyKad No*' input field and an 'Add Partner' button, both highlighted with a red dashed box. Below this is a table with the following data:

No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI		VERIFIED	

Below the table, it says 'Showing 1 to 1 of 1'. At the bottom right of the table area, there are navigation buttons: '<', '<', '1', '>', '>'. Below the entire form area, there are two buttons: 'Previous' and 'Next'.

1. "Owner Information"

- Masukkan no. kad pengenalan di ruangan bertanda *
- Klik "Add Partner"
- Klik ikon di bahagian "Action"

Registration Period*
1 Year

Business Info
Yes

Status
DATA ENTRY

Owners Information

MyKad No*
580926045274

No	Name
1	NUR ZAWANI BINTI MOH

Showing 1 to 1 of 1

Action

Previous Next

Modal Window Content:

Name : ZAINUN BINTI A BAKAR

IC No : [] Color : Blue

Date of Birth : 26 Sep 1958 Gender : Female

Race : MELAYU Others Race : []

Nationality : MALAYSIAN Original Country : []

Address*

Town*

Postcode*

State*
--Please Select--

Tel. No.

Mobile. No.*

- (d) Paparan maklumat rakan kongsi yang ditambah akan terpapar
- (e) Kemaskini maklumat alamat

Registration Period*
1 Year

Business Info
Yes

Status
DATA ENTRY

Owners Information

MyKad No*
580926045274

No	Name
1	NUR ZAWANI BINTI MOH

Showing 1 to 1 of 1

Action

Previous Next

Modal Window Content:

Nationality : MALAYSIAN Original Country : []

Address*
AA

Town*
BB

Postcode*
68000

State*
SELANGOR

Tel. No.

Mobile. No.*
045887458

Verification Status
PENDING UPDATE ADDRESS

Update Owners Close

(f) Klik "Update Owners"

Owners Information

MyKad No*
580926045274 [Add Partner](#)

No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI		VERIFIED	
2	ZAINUN BINTI A BAKAR		PENDING VERIFICATION	

Showing 1 to 2 of 2

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2. Maklumat rakan kongsi yang ditambah akan menjadi "PENDING VERIFICATION"

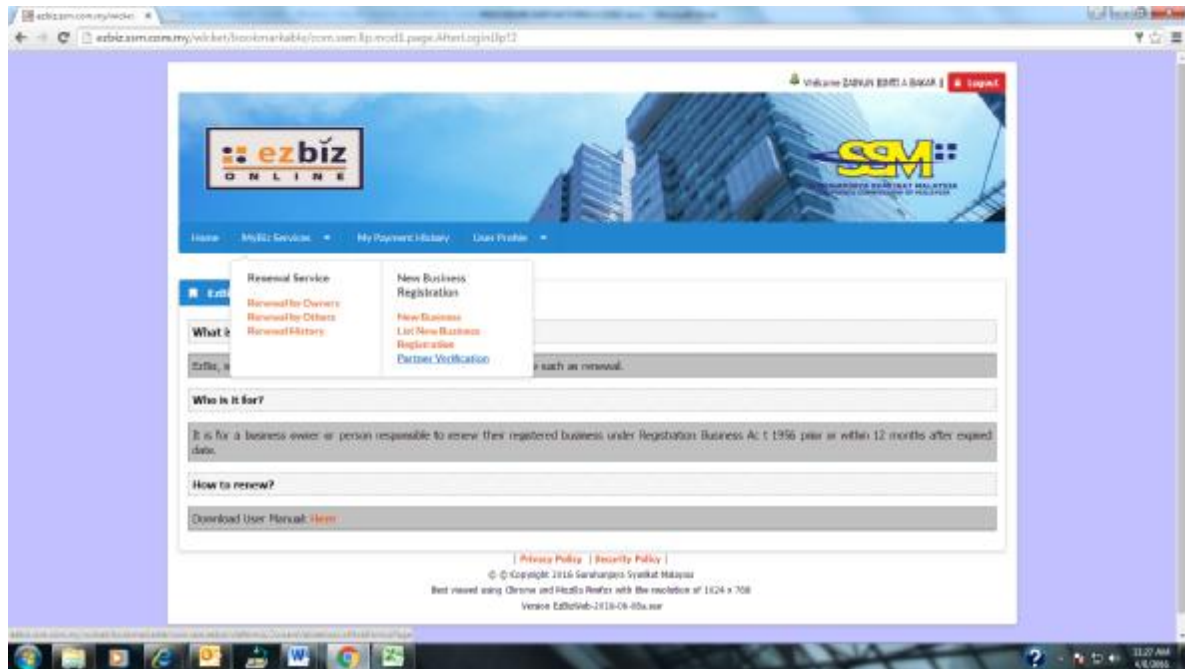
All Error must be fix before submit for payment.

- Partner ZAINUN BINTI A BAKAR must verify this form first before submission.

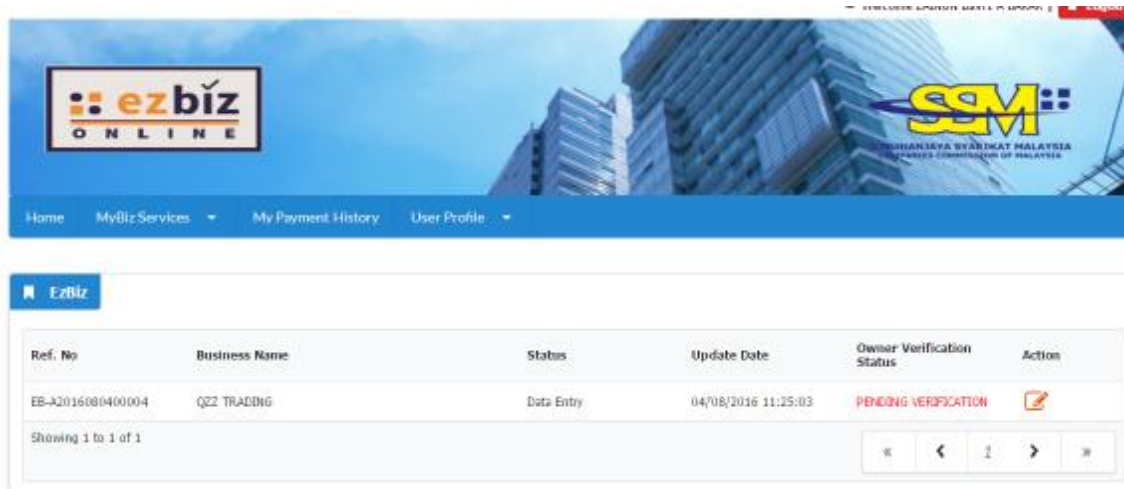
[Previous](#) [Submit Payment](#)

3. Pemohon tidak boleh "Submt Payment" selagi rakan kongsi yang ditambah belum membuat verifikasi.

Cara-cara "Partner Verification"











1. Klik MyBiz Services
 - (a) Klik "Partner Verification"



2. Maklumat perniagaan yang dimohon akan dipaparkan

Owners Information				
No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI		VERIFIED	
2	ZAINUN BINTI A BAKAR		PENDING VERIFICATION	  
Showing 1 to 2 of 2				
  1  				

3. Klik "Next" sehingga ke bahagian "Owner Information"
 - (a) Klik ikon "+" di bahagian "Action"


Owners Information				
No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI		VERIFIED	
2	ZAINUN BINTI A BAKAR		PENDING VERIFICATION	  
Showing 1 to 2 of 2				
  1  				

ezbiz.ssm.com.my says:
 Confirm to be added as partner!

OK Cancel

Previous Next

- (b) "Pop up" box akan keluar dan klik "OK"

Owners Information				
No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI		VERIFIED	
2	ZAINUN BINTI A BAKAR		VERIFIED	 
Showing 1 to 2 of 2				
  1  				

Previous Next

4. Rakan kongsi yang ditambah boleh klik ikon "X" di bahagian "Action" jika ingin batalkan sebagai rakan kongsi

SUBJECT: EZBIZ ONLINE |ACCEPT PARTNER OF BUSINESS REGISTRATION APPLICATION FOR (EB-A2016080400004:QZZ TRADING)

EzBiz Administrator <ezbizadmin@ssm.com.my>

Sent: Thu 4/8/2016 11:31 AM

To: Nur Zawani Mohd Zulkifli (RSD)

Dear Sir/Madam,

This is to inform that ZAINUN BINTI A BAKAR **ACCEPTED** your request as business partner.

Reference No: EB-A2016080400004

Business Name: QZZ TRADING

Should you have any queries or require any further information please contact us at 603-7721 4000.

Thank you for using our services.

5. Pemohon akan menerima emel notifikasi bahawa rakan kongsi yang hendak ditambah bersetuju untuk menjadi rakan kongsi perniagaan.

Owners Information

MyKad No* [Add Partner](#)

No	Name	Id No	Verification Status	Action
1	NUR ZAWANI BINTI MOHD ZULKIFLI	<input type="text"/>	VERIFIED	
2	ZAINUN BINTI A BAKAR	<input type="text"/>	VERIFIED	

Showing 1 to 2 of 2

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6. Pemohon boleh menyemak semula dengan log in portal EZBIZ Online

(a) Rakan kongsi yang ditambah bertukar status "VERIFIED"

(b) Jika pemohon ingin membatalkan kemasukan rakan kongsi baru "klik" ikon "padam" di ruangan "Action".