

COMPANY NAME: \_\_\_\_\_

CLIENT COPY



## APPLICATION FORM FOR SINGLE CONTRACT FINANCING FACILITY

To qualify for the application, the applicant must fulfil the below funding eligibility criteria.

No	Pre-Screen Funding Eligibility Criteria	Complied (Yes/No)
1	Incorporated Entity (Sdn Bhd)	
2	Minimum 51% shareholding by Malaysian	
3	Minimum 2 Director(s) / Shareholder(s)	
4	Within creative pillars supported by MyCreative, which includes Visual Arts, Performing Arts, Music, Literature, Content Creation, Fashion, Traditional & Cultural Arts, Culinary Arts, Design and Creative Education.	
5	Valid executed Contract Agreement / Letter of Award	

### **Required Documents Checklist (To be Certified True Copy by Company Secretary)**

No	Documents Required	√
1	Correspondences of the Contract Awardee (i.e. name, designation, email address, office address and office telephone number) under Company Letterhead	
2	Company Profile & Background	
3	Profile of the Key Management with latest photo	
4	Original latest CCRIS Report of the Borrower, Shareholder(s)/Director(s), not exceeding 1 month from submission date.	
5	CTOS Consent for the Borrower, Shareholder(s)/Director(s)	
6	Statutory Declaration from all Shareholder(s)/Director(s) – To be executed before Commissioner of Oath	
7	List of Existing Job and relevant documents under Company Letterhead	
8	Latest SSM search of the Company with evidence that latest audited account has been lodged	

No	Documents Required and to be CTC by Company Secretary	√
1	Secretarial Forms (e.g. Form 9, Form 13, Form 24, Form 32A, Form 49, M&A or Constitution and etc., and/or Super Form)	
2	A copy of NRIC for all Shareholder(s)/Director(s)	
3	Latest 3 Years of Audited Financial Account	

No	Documents Required and to be CTC by Company Director	√
1	Valid executed Contract Agreement / Letter of Award.	
2	Latest Management Accounts (Certified True Copy)	
3	Latest 6-month Bank Account Statements	
4	Relevant license from the authority to carry out the business activities, if applicable (e.g. FINAS (Pengedaran), FINAS (Pengeluaran), KKMM, MOF and etc.)	
5	Letter of Offer and Loan Documents of all existing borrowings, if any	
6	Budget of Production Cost	

Office Use Only: -

Company Stamp:

Received By	:	
Completion/ Submission Date	:	

COMPANY NAME: \_\_\_\_\_

MYCREATIVE COPY



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**BACKGROUND INFORMATION**

Company Name / Applicant : \_\_\_\_\_

Company Incorporation No : \_\_\_\_\_

Business Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Business Premises :  Owned  Rental

Nature of Business : \_\_\_\_\_

Year of Commencement of Business : \_\_\_\_\_

Number of Employees : \_\_\_\_\_

Paid-Up Capital (RM) : \_\_\_\_\_

Contract Information

Contract Name:	
Contract Awarder:	
Contract Number / Ref No.:	
Contract Period:	
Contract Value:	

Have you received any advance from this contract? If Yes, kindly indicate the amount received. \_\_\_\_\_

Existing Credit Facilities

No	Bank	Facility	Outstanding (RM)	Facility Limit (RM)	Collateral
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**DIRECTOR / SHAREHOLDER INFORMATION**

List of Shareholders / Directors

1	Name	:	
	Passport No / NRIC No	:	
	Gender	:	
	Nationality	:	
	Position	:	
	Shareholding (RM/%)	:	
	Education	:	
	Working Experience	:	
	Estimated Monthly Commitment	:	
	Estimated Net worth	:	

2	Name	:	
	Passport No / NRIC No	:	
	Gender	:	
	Nationality	:	
	Position	:	
	Shareholding (RM/%)	:	
	Education	:	
	Working Experience	:	
	Estimated Monthly Commitment	:	
	Estimated Net worth	:	

*Note: If the Company have more than 2 director/ shareholder, kindly provide the details in separate page.*

**ADDITIONAL INFORMATION**

Contact Details

Contact Person Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Email Address : \_\_\_\_\_

Mobile No : \_\_\_\_\_

## Declaration

I/We hereby confirm that:

1. I/We am/are aware that this Single Contract Financing Facility is not a grant nor a sponsorship.
2. All information furnished, or to be furnished, in connection with this application to MyCreative Ventures Sdn Bhd (“MyCreative”) are true, complete and updated statements and were honestly provided and made upon due and careful inquiry and I/we have not omitted to state any fact(s), the omission of which makes such statements misleading.
3. I/We authorize MyCreative to verify and/or conduct any checks and/or seek confirmation from any parties to verify all the information in this application.
4. MyCreative reserves the right to reject this application if the details given found to be false, inaccurate and/or misleading.
5. I/We acknowledge that the submission of this application does not create an obligation or guarantee on the part of MyCreative to approve the application herein.
6. I/We authorize MyCreative to check the credit history of the applicant, directors and shareholders including but not limited to Credit Tip Off Service (CTOS), Central Credit Reference Information System (CCRIS), Malaysian Department of Insolvency (MDI) search, and Company Commission of Malaysia (CCM) search.
7. I/We agree for MyCreative to process my personal data provided herein for the purpose of this application as accordance to the Personal Data Protection Act 2010.
8. I/We acknowledge that MyCreative will use reasonable effort to safeguard the confidentiality of the information submitted in this application and further authorize MyCreative to:
  - (a) disclose the information submitted herein to such persons involved in the evaluation process of this application including without limitation to MyCreative’s directors, employees, consultants, agents, advisors and/or such other persons as may be appointed by MyCreative;
  - (b) MyCreative’s group of companies; and
  - (c) use any information submitted herein for the purposes of consolidation, analysis, preparing statistics, marketing, advertising and promotion via television and/or other mass or social media, and if I/we do not agree that any part of the information provided herein can be used for such purpose, I/we should expressly identify such data and highlight the same to MyCreative in advance in this application form.
9. The personal data relating to the other individual(s), which are provided to MyCreative in this application form, I/we have obtained the following from such individual(s):
  - (a) his/her consent for MyCreative to process his/her personal data provided in this application form, and any other additional personal data which may be further provided to MyCreative in connection with this application;
  - (b) his/her confirmation that his/her personal data provided are complete and accurate;
  - (c) his/her acknowledgement that he/she is entitled to obtain access to and to request correction of the personal data provided to MyCreative and that he/she can request MyCreative to cease processing his/her personal data. For this purpose, he/she should contact MyCreative, either by sending an email to [pitchbox@mycreative.com.my](mailto:pitchbox@mycreative.com.my) or by sending a letter to MyCreative at MyCreative Ventures Sdn. Bhd., G-15-01 (Blok G) Tower 1 Khalif, Mercu Mustapha Kamal, Neo Damansara, No.1, Jalan PJU 8/1, Bandar Damansara Perdana, 47820 Petaling Jaya, Selangor Darul Ehsan, Malaysia;
  - (d) his/her consent that MyCreative may disclose his/her personal data to:
    - (i) any of MyCreative’s vendor(s), contractor(s) and/or outsourcing company(ies) engaged by MyCreative, for purposes in connection with this application form; and/or

- (ii) Government authorities, agencies and and/or any other regulatory body, to the extent that the Government or other authorities, agencies and/or and other regulatory body need to know, or as permitted by applicable laws and regulations.
10. I/We agree that in any event MyCreative receives any request by any individual for withdrawal of consent to process any of their personal data provided herein, MyCreative has the right to treat this application as null and void without any further liability.
  11. The company does not have other credit facility other than those declared to MyCreative.
  12. The Company is not engaged in any litigation, claims or arbitration, either as plaintiff or defendant, which has a material effect on the financial position of the Company and the Company do not know of any proceedings pending or threatened, or of any fact likely to give rise to any proceedings, which might materially and adversely affect the position or business of the Company.
  13. Any decision made by the approving authority at MyCreative is final.
  14. The contract awarded to the Applicant is directly from the contract awarder and not through a proxy.
  15. I/We acknowledge and agree that in the event the application is successful, the Applicant is required to execute and complete a definitive agreement which includes further the legal documentation process and requirement. Any cost incurred related to it shall be borne by the Applicant, irregardless whether the application fail to or the Applicant decide not to proceed.
  16. I hereby acknowledge that there will be a **minimum processing fee of at least RM500** chargeable to the Applicant, in accordance to the table below: -

Facility Amount	Processing Fee (RM)
RM500,000 and below	RM500
RM500,001 to RM1,000,000	RM1,000

17. I I/We agree that I/we will not hold MyCreative liable of any damages or losses of I/we and the Applicant might suffer as a result of the revocation or cancellation of the facility due to the failure by the Applicant, shareholder or director to complete the legal documentation process.
18. I/We acknowledge and agree that we are required to open a Collection Account and to channel all proceeds received from this project or contract into the Collection Account upon successful application.
19. The Company's shareholding is at least 51% Malaysian.
20. I/We and MyCreative agrees that in the event of any dispute, controversy or claim arising out of or in connection with this application shall be governed by Malaysian laws and referred to the exclusive jurisdiction of the Courts of Malaysia.
21. I/We also declare that I/we am/are not involved in any unlawful activities under the Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001, and that I/we have not directly/indirectly, offered, promised or given a bribe or will future offer, make or promise to make, authorise or give any payment of funds or anything of value to any government office or MyCreative with the corrupt intent within the meaning and scope of the Malaysian Anti-Corruption Commission Act 2009.



22. BY SUBMITTING THIS APPLICATION FORM TO MYCREATIVE, I HEREBY CONFIRM MY DECLARATION, ACKNOWLEDGMENT AND AGREEMENT ON ALL THE INFORMATION GIVEN AND TERMS STATED ABOVE.

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Authorised Signatory (Name & Position) :  
NRIC No / Company Chop :  
Date :

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Authorised Signatory (Name & Position) :  
NRIC No / Company Chop :  
Date :