



DM Corporate Holding (M) Sdn Bhd

No 20-A Jalan BRP 1/2 Bukit Rahman Putra 47000 Selangor Darul Ehsan
Tel : 603-61488262 | 603-61562933 | 603-67311393 Fax: 603-27702527

Mobile No : 019-3260345 | 019-3698122

Website : www.registercompany.com.my | www.daftarsyarikat.com.my

E-Mail : sales@registercompany.com.my | dmcorporatesb@gmail.com

1103339-U

STANDARD CHARGES OF CORPORATE SECRETARIAL SERVICES AND DISBURSEMENT

No	Particulars of Services	Price (RM)	Total (RM)
1.	Engagement of company secretary license on yearly basis	60 x 12 Mths	720.00
2.	Secretarial Consultation fees (out call appointment upon client request)		300.00
3.	Incorporation of new company		2200.00
4.	Purchase of ready-made / shelf company		2500.00
5.	Company Name Search (Per application)		80.00
6.	Change of company name		500.00
7.	Company print out (per company)		100.00
8.	Company search (per company)		70.00
9.	Director resolution for increase of company paid up capital		350.00
10.	Director Resolution for Increase of Authorized Capital (charges to Registry)		To be borne by client
11.	Documentation & Submission for Increase of Authorized Capital		300.00
12.	Resolution on Splitting of Shares, Submission & updating statutory documents		250.00
13.	Resolution Resignation and Appointment of Director		250.00
14.	Resolution Resignation and Appointment of Secretary (change of secretary)		350.00
15.	Compound by Companies Commission Malaysia (CCM)		To be borne by client
16.	Convening of Corporate Special Board Meeting		350.00
17.	Convening of Company General Meeting (AGM/EGM)		300.00
18.	Convening of Adjourned Annual General Meeting		200.00
19.	Convening of General Board Meeting		200.00
20.	Director Resolution for Opening of Company Bank Account		150.00
21.	Director Resolution for Closing of Company Bank Account		150.00
22.	Director Resolution Change of Authorized Signatory (existing bank account)		150.00
23.	Dissolution of Company (section 308)		1000.00
24.	Filing of Annual Return and Company Audited Account		350.00
25.	Nominee Director (per month) (by way of written agreement)		500.00
26.	Nominee Shareholder (per month) (by way of written agreement)		500.00
27.	Registration of Business		350.00
28.	Transfer of Shares (stamp duty of Form 32A)		To be borne by client
29.	Transfer of Shares (preparation of resolution)		250.00
30.	Winding Up (by court or appointed liquidator)		1500.00
31.	Application for Employment Provident Fund (KWSP)		150.00
32.	Application for PERKESO		150.00
33.	Application for Company Telephone Line (Telekom)		150.00
34.	Application for Company License from local municipal & government bodies		Charge accordingly



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OTHERS

Transportation : Within KL Territory	35.00
PJ State	25.00
Klang/Shah Alam	40.00
Putrajaya/Kajang	60.00
Ampang/Gombak/Selayang	35.00
Courier / Express Post	To be borne by client
Outstation Call / Faxes	To be borne by client
Each Certified True Copy	5.00
All Stationeries / Photocopy	Charge accordingly
Commissioner For Oath	To be borne by client
Attestation Fees / Stamp Duty	To be borne by client
Every Overdue Payment / Billing	Charge 10% from the total amount

Please note that the price listed above will be change or increase accordingly without prior notice.