

APPLICATION FOR SPECIAL EAST COAST ECONOMIC REGION (“ECER”) INCENTIVES TOURISM

Investor Information Form ID: _____
(to be completed by ECERDC)

Please complete the relevant Sections marked (√)

| Sections to complete | Hotel Project | Eco-tourism project | Hallmark Events |
|--|----------------|---------------------|-----------------|
| Part A: Type of Application | √ | √ | √ |
| Part B: Particulars of Applicant/ Company | √ | √ | √ |
| Part C: Particulars of Hotel and/or Resort Project | √ | √ (if applicable) | Not applicable |
| Part D: Particulars of Eco-Tourism Project | Not applicable | √ | Not applicable |
| Part E: Particulars of Hallmark Events | Not applicable | Not applicable | √ |
| Part F: Financing | √ | √ | Not applicable |
| Part G: Manpower | √ | √ | Not applicable |
| Part H: Date of Commencement of Construction/ Business | √ | √ | Not applicable |
| Part I: Source of Management Services | √ | √ | Not applicable |
| Part J: Details of Expatriate Posts | √ | √ | Not applicable |
| Part K: Declaration | √ | √ | √ |

List of documents attached. Please tick (√) in the relevant boxes where applicable

| Documents to be submitted | Company undertaking the project |
|--|---------------------------------|
| 1) Business Proposal | |
| 2) Company incorporation documents (Form 9 or 13; Form 24, 44 and 49, Memorandum of Association) | |
| 3) A copy of relevant approval(s) obtained from other ministries or governmental agencies (if any) | |
| 4) A copy of license(s) obtained (if any) | |
| 5) Latest financial statements/ Group Financial Report (if any) | |
| 6) Others (please specify) | |

* ALL copied documents must be endorsed as certified true copy by company's secretary

A. TYPE OF APPLICATION

1. Type of application (Please tick (√) where relevant):

(a) Special ECER Incentive:

(i) Income Tax Exemption; or

(ii) Income Tax Exemption Equivalent to Qualifying Capital Expenditure

or/and

(iii) Stamp duty exemption;

or/and

(iv) Withholding tax exemption;

or/and

(v) Deduction for hallmark event

(vi) Others (please specify)

.....

(b) Expatriate Posts

2. Proposed Project in ECER

(a) Hotel and/or Resort project

(b) Eco-tourism project

(c) Hallmark events

(d) Others (please specify)

.....

For Item 2 (a), the type of tourism project:-

(i) Coastal Town

(ii) Cross Border Tourism

(iii) Urban and Cultural Heritage Tourism

B. PARTICULARS OF APPLICANT/COMPANY

1. (a) Name of subsidiary undertaking the project

- (b) Correspondence Address

Contact person

Designation

Telephone no.

Fax no.

E-mail

Website

2. (a) Name of company which will undertake the project:

- (b) Has the company been incorporated under the Companies Act, 1965?

Yes No

If yes, please fill in the following:

(i) Date of incorporation

(ii) Company registration no.

(iii) Income tax reference no.

(iv) Income tax branch office

- (c) Address of registered office:

Telephone no.

Fax no.

E-mail

Website

B. PARTICULARS OF APPLICANT/COMPANY (cont'd)

3. Particulars of Board of Directors*

| Name and Residential Address | Nationality | % Shares Held in the Company |
|------------------------------|-------------|------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Note:

* If the space provided is insufficient, please provide the information on a separate sheet of paper

4. Please attach the group structure (including nationality and % of shares held)
5. Please indicate the Government incentives that has been claimed by the company undertaking the project/ related company within the Group

| Company Name | Incentive | Year | Approved Activity |
|--------------|-----------|------|-------------------|
| | | | |
| | | | |
| | | | |

C. PROJECT DETAILS

1. Name and location of proposed hotel and resort

| Name of proposed hotel and/or resort project. Please provide hotel and/or resort standard (star rating) | Location | Date of registration by the Ministry of Tourism Malaysia (Please attach a copy of the certificate of registration) |
|---|----------|--|
| | | |

2. For existing Project only, please provide information below:-

| Name of proposed hotel and/or resort project. Please provide hotel and/or resort standard (star rating) | Location | Date of registration by the Ministry of Tourism Malaysia (Please attach a copy of the certificate of registration) |
|---|----------|--|
| | | |

For each of the projects under item 1 and 2, please detail out the following:-

| (i) Type of rooms | Number of rooms | Daily rates (RM) |
|-------------------|-----------------|------------------|
| | | |

(ii) Indicate facilities and/or services to be provided such as recreational facilities, restaurants, swimming pools & cultural heritage programs for tourists etc.

C1. ESTIMATED PROJECT COST

3. Project Cost

| | Existing (for existing project only) | Proposed | Total |
|--|--|-----------|-----------|
| | <u>RM</u> | <u>RM</u> | <u>RM</u> |
| a) Fixed assets** | | | |
| (i) Land (Specify area in hectares) | | | |
| (ii) Hotel and/or resort building and other built-up facilities (Specify built-up area in m ²) | | | |
| (iii) Furniture and furnishing | | | |
| (iv) Others | | | |
| Total fixed assets | | | |
| b) Pre-operational expenditure | | | |
| c) Working capital | | | |
| Total project cost | | | |

** If assets are rented/leased, please indicate the annual cost of rental/lease below:

| | | | |
|---|--|--|--|
| (i) Land (Specify area in hectares) | | | |
| (ii) Hotel building and other built-up facilities (Specify built-up area in m ²) | | | |
| (iii) Furniture and furnishing | | | |
| (iv) Others | | | |
| Total rental/lease | | | |

Note:

** If there is more than one project location, please provide the same information on a separate sheet of paper

D. PARTICULARS OF ECO-TOURISM PROJECT

1. Main features of the project

2. For existing Project only, please provide information below:-

| Type of Facilities | Charges (RM) |
|--------------------|--------------|
| | |

3. Is this project endorse by any ministries or governmental agencies? If yes, please state and provide a copy of the endorsement.

D. PARTICULARS OF ECO-TOURISM PROJECT (cont'd)

4. Project Cost

| | Existing (for existing project only) | Proposed | Total |
|---|--|-----------|-----------|
| | <u>RM</u> | <u>RM</u> | <u>RM</u> |
| a) Fixed assets** | | | |
| (i) Land (Specify area in hectares) | | | |
| _____ | _____ | _____ | _____ |
| (ii) Land cleaning and development | _____ | _____ | _____ |
| (iii) Furniture and furnishing | _____ | _____ | _____ |
| (iv) Others | _____ | _____ | _____ |
| (v) Buildings (excluding building for guest accommodation) | _____ | _____ | _____ |
| (vi) Recreational facilities and exhibits | _____ | _____ | _____ |
| (vii) Other assets | _____ | _____ | _____ |
| Total fixed assets | _____ | _____ | _____ |
| b) Pre-operational expenditure | _____ | _____ | _____ |
| c) Working capital | _____ | _____ | _____ |
| Total project cost | _____ | _____ | _____ |

** If assets are rented/leased, please indicate the annual cost of rental/lease below:

RM

| | |
|--|-------|
| (i) Land (Specify area in hectares): | |
| _____ | _____ |
| (ii) Buildings (excluding building for guest accommodation) | _____ |
| (iii) Recreational facilities | _____ |
| (iv) Other assets | _____ |
| Total rental/lease | _____ |

Note:

** If there is more than one project location, please provide the same information on a separate sheet of paper

D. PARTICULARS OF ECO-TOURISM PROJECT (cont'd)

| Item | Unit | Country of origin | Cost (RM) |
|------|------|-------------------|-----------|
| | | | |

E. PARTICULARS OF HALLMARK EVENTS TO BE SPONSORED

1. Main features of the event

2. Location of the events

3. Cost structure of the event

| | Total (RM) |
|--------------------------------|------------|
| Rental for land and equipments | |
| Salary and allowances | |
| Marketing and promotions | |
| Other incidental cost | |
| Total | |

4. Organisers of the event

5. Expected number of audience/spectators

6. Expected number of international participants

F. FINANCING

| | Existing (For existing company only) | Proposed | Total | % |
|--|---|-----------|-----------|-------------|
| | <u>RM</u> | <u>RM</u> | <u>RM</u> | |
| 1. Authorised capital | | | | |
| 2. Shareholders' funds | | | | |
| (a) Paid-up capital | | | | |
| (i) Malaysian individuals | | | | |
| Bumiputera | | | | |
| Non-Bumiputera | | | | |
| (ii) Companies incorporated in Malaysia* | | | | |
| _____ | | | | |
| _____ | | | | |
| (iii) Foreign nationals/ companies (Specify name and nationality/ country of origin) | | | | |
| _____ | | | | |
| _____ | | | | |
| Total of (i), (ii) and (iii) | | | | 100% |
| (b) Reserves (excluding capital appreciation) | | | | |
| Total of (a) and (b) | | | | |

* For 2(a)(ii), please provide equity structure of shareholder as follows:

| Name of company: | Name of company: |
|---|---|
| | |
| % | % |
| Bumiputera | Bumiputera |
| | |
| Non-Bumiputera | Non-Bumiputera |
| | |
| Foreign nationals/ companies (Specify name and nationality / country of origin) | Foreign nationals/ companies (Specify name and nationality / country of origin) |
| | |
| Total | Total |
| 100% | 100% |

F. FINANCING (cont'd)

| | Existing (for existing project only) <u>RM</u> | Proposed <u>RM</u> | Total <u>RM</u> |
|---|---|-----------------------|--------------------|
| 3. Loan | | | |
| Domestic | _____ | _____ | _____ |
| Foreign (Specify country of origin): _____ | _____ | _____ | _____ |
| Total | _____ | _____ | _____ |
| 4. Other sources (please specify): _____ _____ | _____ | _____ | _____ |
| Total | _____ | _____ | _____ |
| Total of 2, 3 and 4 | _____ | _____ | _____ |

5. Facilitation fund

UKAS

TERAJU (for Bumiputera Only)

Please submit the form to UKAS/TERAJU and a copy to ECERDC

* For 2(a)(ii), please provide equity structure as follows:

| Name of company: | | Name of company: | |
|---|-------------|---|-------------|
| _____ | | _____ | |
| | <u>%</u> | | <u>%</u> |
| Bumiputera | _____ | Bumiputera | _____ |
| Non-Bumiputera | _____ | Non-Bumiputera | _____ |
| Foreign nationals/ companies (Specify name and nationality / country of origin) | _____ | Foreign nationals/ companies (Specify name and nationality / country of origin) | _____ |
| Total | 100% | Total | 100% |

G. MANPOWER

1. Please note that the information is required to enable the government to undertake the appropriate manpower planning to meet the specific manpower needs of companies proposing to establish projects in Malaysia

| Category | Full-time employment | | | | | | Total |
|---|----------------------|-------------------------|--------|------------------|-------------------------|--------|-------|
| | Malaysian* | | | Foreign national | | | |
| | Degree | Diploma/ Certificate | Others | Degree | Diploma/ Certificate | Others | |
| 1. Managerial staff | | | | | | | |
| (a) Company Directors | | | | | | | |
| (b) Production and Operation Department Managers | | | | | | | |
| (c) Specialized Department Manager | | | | | | | |
| (d) General Manager | | | | | | | |
| 2. Technical and Supervisory Staff | | | | | | | |
| (a) Mechanical Engineer | | | | | | | |
| (b) Electrical Engineer | | | | | | | |
| (c) Accountants and Auditors | | | | | | | |
| (d) Human Resources Personnel | | | | | | | |
| (e) Technician | | | | | | | |
| 3. Sales, Clerical and Other Workers | | | | | | | |
| (a) Secretaries and Keyboard Operating Clerk | | | | | | | |
| (b) Administration Clerk | | | | | | | |
| (c) Accounting and Finance Clerks | | | | | | | |
| (d) Material-recording Clerk | | | | | | | |
| 4. Services and Workers | | | | | | | |
| (a) Cashiers and Tellers | | | | | | | |
| (b) Client Information Clerk | | | | | | | |
| (c) Housekeeping and Catering Services Workers | | | | | | | |
| (d) Protective Service and Related Workers | | | | | | | |
| (e) Domestic and Related Helpers, Cleaners and Launderers | | | | | | | |
| (f) Messengers, Porters, Attendants and Related Workers | | | | | | | |
| 5. General Workers* | | | | | | | |
| Total | | | | | | | |

Note:

* General workers are those involved as landscape, park and garden maintenance workers

** For existing companies, please provide details of existing manpower on separate sheet of paper

*** If there is more than one location, please provide manpower details for each location on separate sheet of paper

2. List of proposed training on hotel management skills to employees (if any)

D. MANPOWER (cont'd)

6. Salary Structure

| Salary | No. of employees | Percentage (%) |
|--|-------------------------|-----------------------|
| No. of Employee earning between RM3,000 and RM4,999 (including allowances) | | |
| No. of Employee earning between RM5,000 and above (including allowances) | | |

H. DATE OF COMMENCEMENT OF CONSTRUCTION/ BUSINESS

1. Date of commencement of construction : _____
2. Date of commencement of business : _____

I. SOURCES OF TECHNICAL KNOW-HOW

1. Source of Management Services

| Name and address of company | Years and type of experience | Name and location of projects managed previously |
|-----------------------------|------------------------------|--|
| | | |

2. Source of other services

| Type of services | Value per annum (RM) | Local Supplier (Please indicate value % and name and address) | Import (Please indicate value % and country of origin) |
|------------------|----------------------|---|--|
| | | | |
| | | | |

3. Entrepreneurial opportunities

Please provide potential entrepreneurial opportunities the company would be able to contribute to ECER (E.g. creation of vendors and subcontractors along the value chain to develop skills amongst the local ECER community etc.)

J. DETAILS OF EXPATRIATE POSTS

Please complete this section if the applicant is applying for expatriate posts. Please exclude the expatriate posts that have been directly applied for to the Immigration Department or any other department.

1. New/ additional posts applied for

| Designation* | Type of post (key/term post) | Number | Duration (Years) |
|--------------|------------------------------|--------|------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Note:

* Please list according to priority

For each expatriate post applied for, please submit the following details:

- Job function
- Minimum academic/professional qualification required
- Minimum period of experience required
- Justification for request
- Proposed training scheme for Malaysian personnel to fill the relevant posts

2. Existing/approved posts (if any)

| Designation | Name and Nationality | Duration approved | Date post filled | Expiry Date |
|-------------|----------------------|-------------------|------------------|-------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

For each existing/approved expatriate post, please submit the following details:

- Name of Malaysian who has taken over/will take over the post
- If the post has not been/will not be Malaysianised, state reasons and the company's plan on the post.

3. Please attach the organisational structure of the company indicating the positions of the expatriate posts

K. DECLARATION

I, _____, hereby declare that to the best of my knowledge, the particulars furnished in this application are true.

(Signature of Applicant)

Date

(Designation)