



APPLICATION FOR SPECIAL EAST COAST ECONOMIC REGION ("ECER")  
INCENTIVES  
INDUSTRIAL PARK/ FREE ZONE MANAGER IN ECER

1. **Type of incentive:**

Income tax exemption of 100% on the statutory income derived from ***[please tick either (a) or (b)]***:

- (a) Provision of management, supervisory, or marketing services relating to the development of industrial park or a free zone in ECER by the development manager; or
- (b) Provision of park management services including maintenance, marketing and rental of common facilities and utilities services in the industrial park or a free zone in ECER by the development manager.

**Please complete the relevant Sections marked (√)**

Sections to complete	Park Manager
Section A : Company Profile	√
Section B : Details of Industrial Park/ Free Zone Developer	√
Section C : Project Cost & Financing	√
Section D : Financial projections	√
Section E : Manpower	√
Section F : Employment by Income	√
Section G : Details of Expatriate Post(s)	If applicable
Section H : Declaration	√

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

Documents to be submitted	Park Manager
1) Company incorporation documents (Form 9 or 13; Form 24, 44 and 49, Memorandum of Association)	
2) A copy of relevant approval(s) obtained from other ministries or governmental agencies (if any)	
3) Agreement with Industrial Park/ Free Zone Developer (i.e. Letter of Award/ Appointing applicant to provide management, consultancy, supervisory and/or marketing services in relation to the activity in Industrial Park/ Free Zone)	
4) Copy of Management/ Audited Accounts statement (if company incorporated more than 1 year)	
5) Park/ Development manager Curriculum Vitae/ Past History	
6) Others (please specify)	

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

## Section A: Company Profile

1. (a) Name of applicant/ company:

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(b) Correspondence address:

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Telephone / mobile no.:

Fax no.:

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Contact person:

Designation:

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E-mail:

Website:

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Date of incorporation:

Registration no.:

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Income tax reference no.:

Income tax branch office:

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Address of registered office:

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Telephone no.:

Fax no.:

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2. Company Status

(a) The company's previous/current activity / project.

*Please tick applicable box*

Yes

No

If yes, please provide details as follows:

<b>Project name</b>	
<b>Project cost/ investment (RM)</b>	
<b>Project location</b>	
<b>Project financing:</b> <ul style="list-style-type: none"> <li>• <b>Loan (RM)</b> <i>(Bank)</i></li> <li>• <b>Other source (RM)</b> <i>(eg: Advance from shareholders/ retained earnings)</i></li> </ul>	

(b) Incentive/grant approved by ECERDC/other government agencies (if any):

Has the company applied for/ obtained any other incentives fiscal / non-fiscal incentives)?

Yes

No

If yes, please provide details as follows:

<b>Approval agency</b>	
<b>Type of incentive/ grant</b>	
<b>Amount of grant (if any) (RM)</b>	
<b>Date of approval</b>	
<b>Duration of incentive</b>	

*(Please provide a copy of each of the approval letter)*

3. Particular of Board of Directors\*:

<b>Name and residential address</b>	<b>Nationality</b>	<b>% shares held in the company</b>

*Note: \* If insufficient space, please provide the same information on a separate sheet of paper.*

## Section B: Details of Industrial Park/ Free Zone Developer

1. Details of industrial park or a free zone in ECER Developer(s) appointing applicant as Manager:

No	Name of industrial park or a free zone developer(s) in ECER	Industrial park or a free zone developer's approval date
1		
2		
3		

*Note: Please attach copy of letter of award / appointment.*

2. Applicant's Proposed Role / Services under Service Agreement (SA) with Approved Industrial Park / Free Zone Developer in ECER

No	Name of Approved Industrial Park / Free Zone Developer in ECER	Date of SA	Tenure of SA	Scope of services (Describe nature of services)*	Contract Sum (RM)
1					
2					
3					

*Note: Please provide corporate slides on physical development project and development services offered to Approved Industrial Park / Free Zone Developer in ECER.*

Is there any service to be provided / offered to Industrial Park / Free Zone Operators (tenants)? If yes, specify below.

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## Section C: Project Cost & Financing

<b>(C-I) PROJECT COST (for the first 5 years)</b>					
<b>Cost of Fixed Assets</b>	<b>Year 20.. RM'000</b>	<b>Year 20.. RM'000</b>	<b>Year 20.. RM'000</b>	<b>Year 20.. RM'000</b>	<b>Year 20.. RM'000</b>
Land <i>(Please specify area in acreage):</i>					
Building <i>(Please specify built-up area in m<sup>2</sup>):</i>					
Plant & Machinery					
Other Equipment / asset (please provide details on separate paper)					
<b>Total Investment</b>					

<b>(C-II) OPERATING EXPENDITURE</b>					
<b>Item Expenditure</b>	<b>Value (RM)</b>				
	<b>Year 1 (20__)</b>	<b>Year 2 (20__)</b>	<b>Year 3 (20__)</b>	<b>Year 4 (20__)</b>	<b>Year 5 (20__)</b>
(a) Rental					
(b) Freight and storage					
(c) Transportation					
(d) Maintenance					
(e) Employees Remuneration*					
(i) Expatriates					
(ii) Local staff					
(f) Housing					
(g) Travelling					
(h) Statutory contribution (e.g. EPF, SOCSO)					
(i) Utility					
(j) Communication					
(k) Printing and stationery					
(l) Interest					
(m) Bank charges					
(n) Others (Please specify): _____					
<b>Total</b>					

*Note: To include wages, salaries, bonuses, social insurance contribution, etc.*

<b>(C-III) FINANCING (for the first 5 years)</b>			
<b>ITEM</b>	<b>RM</b>	<b>%</b>	
<b>(C1) Authorised capital</b>			
<b>(C2) Shareholder's fund</b>			
<b>(a) Paid-up Capital</b>			
(i) Malaysian individuals			
• Bumiputera			
• Non-Bumiputera			
(ii) Malaysian companies incorporated in Malaysia*			
• (Specify Name of Company)			
• (Specify Name of Company)			
(iii) Foreign nationals / companies			
• (Specify name of company/ Individual)			
• (Nationality / country of origin)			
• (Specify name of company/ Individual)			
• (Nationality / country of origin)			
<b>Total of (i), (ii) and (iii)</b>		<b>100%</b>	
<b>(b) Reserves (excluding capital appreciation)</b>			
<b>Total (a) and (b)</b>			
<b>(C3) Loan</b>			
(a) Domestic <i>(Kindly specify name of financial institution)</i>			
(b) Foreign <i>(Kindly specify country of origin)</i>			
•			
<b>Total Loan</b>			
<b>(C4) Other sources (please specify)</b>			
•			
•			
<b>Total Sources</b>			
<b>Total (C2 + C3 + C4)</b>			

**Malaysian Company Incorporated in Malaysia as indicated in 2 (a) (ii), please provide the equity structure as follows:**

ITEM		%
Name of Company No.1*		
Bumiputera		
Non-Bumiputera		
Foreign nationals / companies (Specify name & nationality / country of origin)*		
•		
<b>TOTAL</b>		<b>100%</b>

*Note: Please provide information in a separate sheet if the company has more than one company incorporated in Malaysia as shareholder.*

Sources of Income					
Year of assessment	Income derived from services activities related to management, maintenance, supervision and marketing of Industrial Park /Free Zone in ECER (RM)	%	Other sources of income* (RM)	%	Total income (RM)
20__					
20__					
20__					
20__					
20__					

\* Please specify the activities: \_\_\_\_\_

## Section D: Financial Projections

Please complete table below:

(In RM 000')	Year 20..	Year 20..	Year 20..	Year 20..	Year 20..
Gross Revenue					
Operating Expenses					
Profit Before Tax					



## Section E: Manpower

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						
	Malaysian			Foreign National			Total
	Degree	Diploma/ Certificate	Others	Degree	Diploma/ Certificate	Others	
<b>1. Managerial Staff</b>							
(a) Company Directors							
(b) Department Managers							
(c) General Managers							
Others (Please specify)							
<b>2. Technical &amp; Supervisory Staff</b>							
(a) Accountant and Auditors							
(b) Human Resource Personnel							
(c) Sales & Marketing Personnel							
Others (Please specify)							
<b>3. Clerical &amp; Other Support Staff</b>							
(a) Secretaries							
(b) Administrative Clerk							
(c) Draughtman							
(d) Accounting & Financing Clerk							
(e) General Worker							
(f) Security Officer							
Others (Please specify)							
<b>Total</b>							

Percentage of science and technical staff having degrees or diplomas with a minimum of 5 years' experience (of the total workforce)	_____ %
Number of Staff with Post Graduate (ie. Masters/PhD etc) qualifications	
In addition to the full-time employees as mentioned in the above tables, please provide the number of workers which are outsourced (not under the company's payroll) :	Foreign: _____ Local: _____

**Training of employees (if applicable)**

	Type of Training	No. of Malaysian Employee	In-house / external / overseas training	Collaboration with local universities/research institutes (name of local universities/research institutes)
1.				
2.				
3.				

ECER Talent Enhancement Program (ETEP) is a human capital development initiative to ensure adequate manpower that matches the industry's requirements in the East Coast region. The Programme entails forming strategic collaboration between the Government of Malaysia via ECERDC, investors in ECER to train Malaysian graduates from various disciplines to ensure that they are employed by the various industries in the East Coast Region

Are you interested to participate in ECER's Talent Enhancement Programme?

Yes / No

**Industrial Internship Programme for Malaysian students (if applicable)**

	Qualification / Courses	No. of Malaysian Students
1.		
2.		
3.		

## Section F: Employment by Income

Category	Number of Persons Employed by Average Monthly Salary (RM)							
	1,100-2,999		3,000-4,999		5,000-9,999		10,000 and above	
	Malaysian	Foreign National	Malaysian	Foreign National	Malaysian	Foreign National	Malaysian	Foreign National
1. Managerial staff								
2. Technical & supervisory staff								
3. Clerical & Other Support Staff								
<b>Total</b>								

Note:

\* Please include wages, salaries, bonuses, social insurance contribution and all employee benefits.

## Section G: Details Of Expatriate Post(s)

Complete this section if applicant is applying for expatriate post(s). Please exclude the expatriate post(s) that have been directly applied with Immigration Department or other approving agencies.

### **(G-I) Post applied for:**

1. New/Additional posts applied for:

Designation / Job Title*	Type of post (key/term post)	Number of posts	Duration (years) (if term post)	Proposed minimum basic salary (RM)

*Note: Please list according to priority*

For each expatriate post applied for, please submit the following details:	
(a)	Job function
(b)	Minimum academic/professional qualification required
(c)	Minimum period of experience required
(d)	Justification for request
(e)	Proposed training scheme for Malaysian personnel to fill the relevant post(s)
(f)	Organisational chart of the company indicating the positions of all the expatriate post(s)

### **(G-II) Existing approved post(s) (if any)**

Designation	Name and nationality	Duration approved	Date post filled	Expiry date	Basic salary paid (RM)

*Note: Please include expatriate post(s) approved by Immigration Department or any other department / agencies*

For each approved expatriate post, please submit the following details:	
(i)	Name of Malaysian who has taken over/will take over the post
(ii)	If the post(s) has not been/will not be filled by Malaysian(s), please state the reason(s) and plans for the post(s)
(iii)	Organisational chart of the company indicating the positions of all the expatriate post(s)

## Section H: Declaration

1. I hereby confirm that the Application Form has been prepared based on true information and knowledge, and that no material fact or information has been concealed or omitted in this Application Form.
2. I shall indemnify and hold harmless ECERDC, as well as its officers, employees and agents, against all claim, damages, loss and expense, in relation to or arising out of breach of paragraph (1) above.
3. I understand that the detailed content of the form will be treated as private and confidential. Notwithstanding that, I hereby agree to any disclosure of the content of this application which ECERDC might make to relevant Government bodies or agencies, firms, or consultants acting in a professional capacity for and on behalf of ECERDC.
4. I understand that ECERDC is committed to maintain the integrity of this incentive program. Therefore, the application will be rejected in the event that ECERDC finds any information provided is untrue or false.

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

\_\_\_\_\_

(Name)

(Designation)

\_\_\_\_\_

(Company Stamp)

(Date)

Signature of Director / CEO / MD / GM:

\_\_\_\_\_

(Name)

(Designation)

\_\_\_\_\_

(Company Stamp)

(Date)

**Please submit the completed form and supporting documents.**

## Appendix: Utility Requirement for Project (if applicable)

1. Projection of electricity requirement		
Year	Maximum Demand (kW)	Remarks
20 .....		
20 .....		
20 .....		
2. Projection of water requirement		
Year	Maximum Demand (MLD)	Remarks
20 .....		
20 .....		
20 .....		
3. Projection of gas requirement		
Year	Maximum Demand (MMbtu)	Remarks
20 .....		
20 .....		
20 .....		
4. Projection of broadband (internet) requirement		
Year	Maximum Demand (Mbps)	Remarks
20 .....		
20 .....		
20 .....		

**Note:**

kW = Kilowatt

MLD = Millions of Liters Per Day

MMbtu = One million British Thermal Units (BTU)

Mbps = Megabytes Per Second