



Please tick ( / )

**CHECKLIST - APPLICATION FOR SALE PROCEEDS / DIVIDEND OF SECURITIES**

**APPLICATION IF REPRESENTING A DECEASED PERSON**

1) A completed Form SPS2

2) A completed Form UMA7

3) A copy of IC or passport

4) A copy of the front page of **Bank Statement** of the active bearing his name and account number <sup>(i)</sup>

5) **Original Share Scrip (if Registered Owner (RO) & Beneficiary Owner (BO) is the same person)**

OR

**Original Scrip and Form 32A** duly signed by board of directors affixed with the company common seal (for different RO & BO) (provided with issuer company common seal)

• **Form 32A** duly signed by board of directors affixed with the company common seal

OR

• **Police report** which includes details transfer of shares ownership (e.g.: date of transferred shares, name of original and new owner, name of the shares, certificate number and number of units) and how the shares been transferred (sales, inheritance, etc).

• **Form UMA 8S "Pin 1/2016"**(The Revenue Stamp of RM10.00 duly stamped at Inbound Revenue Board (LHDN) or Stamp Office ). \*\*

**In case of certificate lost, please refer to Appendix A**

Notes:

<sup>(i)</sup> Payment will be credited into the applicant's active account  
 Claims from foreigner will be paid using bank draft  
 (Claimant need to fill in Application For Refund of Unclaimed Moneys Via Bank Draft/TT)  
 If the applicant is a beneficiary - the payment is accounted to the beneficiary's bank account.  
 If the applicant is the administrator of the deceased's estate - the payment is accounted to the bank account of the deceased's estate

<sup>(ii)</sup> Total claimant = sale proceeds + dividends  
 \* Please contact our office to know the actual claimed

6) A copy of death certificate

7) Certified copy by Malaysia High Court of Letter of Administration / Grant of Probate / Form E or F (Small Estate Distribution Act 1955) / Court Order outside Malaysia must registered with Malaysia High Court . Copy of Court Order must get the endorsement from the source of Court Order (Consist of signature, name and position)

**Appendix A**

**APPLICATION WITHOUT ORIGINAL SHARE CERTIFICATE (CERTIFICATE LOST)**

1) **For application of amount less than \*RM10,000<sup>(ii)</sup>**

- Original Confirmation Letter from Share Registrar addressed to JANM
- Original or Certified True Copy of the Police Report on the Loss of Certificates



• **Form UMA 8S "Amd 1/2016"** (The Revenue Stamp of RM10.00 duly stamped at Inbound Revenue Board (LHDN) or Stamp Office).\*\*

2) **For application of amount more than \*RM10,001<sup>(ii)</sup>**

- Original Confirmation Letter from Share Registrar addressed to JANM
- Copy of the newspaper advertisement on the loss of certificates. (Payment will be made if after 14 days from the date of advertisement, there is no claim or objection from any parties received);
- Original or Certified True Copy of the Police Report on the loss of Certificates; and



• **Form UMA 8S "Amd 1/2016"** (The Revenue Stamp of RM10.00 duly stamped at Inbound Revenue Board (LHDN) or Stamp Office).\*\*



\*\* Foreign applicant must get endorsed by local Notary Public/local Commission/Malaysia Consulate. Revenue Stamp RM10.00 not applicable for foreign application.