

**FORM CHECKLIST**  
**APPLICATION FOR REGISTRATION AS A GEOLOGICAL CONSULTANCY FIRM**  
**(BODY CORPORATE)**

*(To be submitted together with Form K3)*

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	<u>Applicant</u>	<u>For Office</u> <u>Use</u>
1. Form K3 has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
2. Processing Fee of RM100.00	<input type="checkbox"/>	<input type="checkbox"/>
Option - Courier service charge of RM 15.00 for delivery of Certificate of Registration.	<input type="checkbox"/>	<input type="checkbox"/>
3. Form M - List of <b>all</b> Directors in the Body Corporate has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
A Board of Directors where at least 50% of its Members are Registered Professional Geologists.		
4. Form N - List of <b>all</b> Shareholders equity has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
At least 70% of its share equity held by Registered Professional Geologists.	<input type="checkbox"/>	<input type="checkbox"/>
5. Paid-up capital – Minimum paid up capital of RM50,000.00	<input type="checkbox"/>	<input type="checkbox"/>
6. Form SD - Statutory Declaration of all directors and shareholders has been duly filled and signed.	<input type="checkbox"/>	<input type="checkbox"/>
7. Declaration Letter on involvement in Geological Consultancy Firm.	<input type="checkbox"/>	<input type="checkbox"/>
8. Acknowledgement Letter on Registered Professional Geologist's involvement in the Geological Consultancy Firm. (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>
9. Acknowledgement Letter by company or other than GCFs (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>

10. Copy of Resolution from the Board of Directors authorizing the Registered Professional Geologist to make all the final geological decisions on behalf of the Body Corporate.

11. Form Certified by SSM (Companies Commission of Malaysia) & Approval Stamp must be original

(i) Form 49

(ii) Form 24

(iii) Form 32A (certified by company secretary)

12. Certified true copy of Registration of Business.

**Notes / Other Matters :**

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I confirm that I have completed the above and fulfil BoG's requirements.

Signed by the Director-in-charge

Name: .....

Registration No. : .....

Date : .....

<p><u>For Office Use Only</u></p> <p>Signature of Officer-in-charge Board of Geologists Malaysia</p> <p>.....</p> <p>Date:</p>
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