



**LOAN/FINANCING APPLICATION FORM
SOFT LOAN SCHEME FOR AUTOMOTIVE DEVELOPMENT**

Types of Financing [please tick (√)]:

- A. Rationalisation of Components and Parts Manufacturers**
- B. Tooling Acquisition, Development & Production**
- C. Productivity Improvement**
- D. Export Enhancement Programme**

Required Loan/Financing Amount: RM _____

SECTION A - CORPORATE PROFILE

- 1. Name of Company: _____
- 2. CEO/MD (Mr/Mrs/Ms) : _____
- 3. Correspondence Address : _____

Tel: _____ Fax: _____ Email: _____

- 4. Factory Address: _____

Tel: _____ Fax: _____ Email: _____

- 5. Membership [please tick (√)]:
 - PROTON Components and Parts Manufacturers Association
 - PERODUA Vendor Club
 - Malaysian Automotive Component Parts Manufacturers Association (MACPMA)

- 6. Capital & Equity Structure of Company
 - 6.1 Capital Structure :
 - 6.1.1 Authorised Capital : _____
 - 6.1.2 Paid-up Capital : _____
 - 6.2 Equity Structure :
 - 6.2.1 Malaysian: _____ %
 - Bumiputera: _____ %
 - Non- Bumiputera: _____ %
 - 6.2.2 Foreign: _____ %
 - Please state country of origin: _____

SECTION B – MANAGEMENT

- 7. A certified true copy of Memorandum of Articles of Association (M&A), and latest Companies Registry Forms 44, 24, 32A and 49
- 8. Photocopies of the Guarantor(s)' Identity Cards (NRIC) - both sides and International Passport.
- 9. Particulars of Guarantors - **Form LAF I-a** (Please make copies and complete a form for each of the corporate entity and/or individuals).
- 10. Brief write-up of Directors and Key Management Personnel which includes particulars such as name, age, designation, qualification and experience.
- 11. Full name and designation of CEO/Managing Director and their mobile telephone number(s).
- 12. Copies of Forms 34 for all existing charges created in favour of banks, etc. if any.

Note: Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

SECTION C - FINANCIAL

- 13. Complete set of Audited Accounts (including Manufacturing Accounts) for the last 5 years including the latest Management Accounts, if available. For companies in operation for only 2 years prior to this application, Audited Accounts including the latest Management Accounts for the last 2 years.
- 14. Copies of Letters of Offer for all existing banking, hire purchase, and leasing facilities and the corresponding Board Resolutions, if any.
- 15. Copies of Letters of Offer for any facilities obtained from the Government (eg. grant, loans, etc) and the corresponding Board Resolutions, if any.
- 16. Photocopies of latest bank statements (last 6 months).
- 17. Have you or any of your related associated/subsidiary companies or your holding company obtained any facilities from MIDF. If yes, please indicate (company's name, financing amount, year financing approved)
Note: *Related companies – company/ies related to you or any of your directors who guarantees the financing taken from MIDF.

<u>Name of Company</u>	<u>Financing amount</u> (RM '000)	<u>Purpose (to finance)</u> (Factory/machinery/working capital)	<u>Year Financing approved</u>	<u>Related director/s</u>
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SECTION D - TECHNICAL

A. Machinery and Equipment/Moulds, Dies, Jigs & Fixtures

- 18. Quotation/ Proforma Invoice/ Invoice/ Purchase Contract/Catalog (if available) for items to be financed*.
- 19. Comparative quotations/Catalog (if available).
- 20. List of existing major machinery/equipment (unit/ description/ year of purchase/ net book value).

**B. Due Diligence Exercise/Expenses Related To Rationalisation Exercise (Merger & Acquisition)/
Development of Prototypes & System Design/Product Testing & Registration/Initial Patent and Industrial
Design Registration/Patent and Industrial Design Research/ Training for TS 16949 & ISO 14001
Certification/Licensing & Technical Fees for Engineering Process Improvement/
Machinery and Equipment Testing & Calibration/Manufacturing Process Layout/
Participation In Trade Exhibitions & Missions Approved by MATRADE/ Overseas Sample Testing for
International Standards Conformance/Market Survey/Feasibility Studies**

- 21. Estimate/Quotation/ Proforma Invoice/ Invoice/ Contract for items to be financed*.
- 22. Comparative quotations.

C. Operation

- 23. Business Licence.
- 24. Manufacturing Licence/Letter of Approval to commence manufacturing operations from MIDA.
- 25. Tenancy Agreement, if current operation is in rented premises.
- 26. Land Area : _____(m²) Built-up Area : _____ (m²)
- 27. Manufacturing Process Flow Chart of your product(s), before and after the implementation of the project.
- 28. Project Implementation Schedule:

Note: Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

*** Delete whichever is not applicable**

Note: Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

Items for Financing	Commencement (Month & Year)	Completion (Month & Year)
Due Diligence Exercise		
Expenses Related To Rationalisation Exercise (Merger & Acquisition)		
Development of Prototypes & System Design (Indicate prototype/design)		
Product Testing & Registration		
Initial Patent/Industrial Design Registration (Provide document of registration)		
Patent/Industrial Design Research		
Training for TS 16949 & ISO 14001 Certification		
Licensing & Technical Fees for Engineering Process Improvement		
Machinery & Equipment Testing & Calibration		
Manufacturing Process Layout		
Participation In Trade Exhibitions & Missions Approved by MATRADE		
Overseas Sample Testing for International Standards Conformance (Indicate type of standard)		
Market Survey		
Feasibility Studies		

29. Manpower Structure (Number of Employees)

	Skilled Labour			Unskilled Labour			Total Labour
	Local		Foreign	Local		Foreign	
	Bumi	Non-Bumi		Bumi	Non-Bumi		
Existing Operation							
After Project Implementation							

* Delete whichever is not applicable.

Note: Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

30. Operations: Plant Capacity

Plant Capacity	Quantity/Yr	No. of Shift/Yr	Value (RM)/Yr
Under Existing Operation			
After Project Implementation			

SECTION E – MERGER & ACQUISITION

31. Quotations/Proforma Invoice for professional fees to investment bankers, valuers, auditors, accountants, tax agents, consultants or legal advisers including stamp duties for the purpose of the acquisition.

32. Copies of Board Resolutions on the Merger and Acquisition.

SECTION F – MARKET

33. Raw Material/ Consumables Suppliers.

Name & Address	Materials Supplied	Average Monthly Purchases (RM)	Credit Term (No. of months)

34. List of Existing Major Customers.

Name & Address	Products Sold	Average Monthly Purchases (RM)	Contact Person & Tel. No.	Credit Term (No. of months)

35. List of Potential Major Customers.

Name & Address	Products Sold	Average Monthly Purchases (RM)	Contact Person & Tel. No.	Credit Term (No. of months)

36. Ex-factory price/s of product/s or services.

37. Current Total Sales Value of Products: Domestic RM _____
Export RM _____

Note: Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

38. Market Distribution □

36.1 Domestic Market _____ %

36.2 Export Market _____ %

Please list out export markets/countries: _____

39. Potential □

37.1 Domestic Market _____

37.2 Export Market _____

Please list out export markets/countries: _____

SECTION G – ESTIMATED COST OF PROJECT

40. □

Estimated Cost of Project (RM '000)

Purchase of:

New machinery/equipment _____

Secondhand/reconditioned machinery/equipment _____

Existing machinery/equipment (under rationalisation exercise) _____

Moulds/dies/jigs/fixtures _____

Financing for Existing Loan Facility(ies):

Financing of existing machinery/equipment as well as moulds, dies, jigs and fixtures _____

Factory/property and/or working capital _____

Expenses for Merger & Acquisition

Due diligence exercise _____

Registration fees _____

Payment for services rendered by Investment Bankers _____

Others (Please specify) _____

..... _____

..... _____

..... _____

Expenses for Tooling Acquisition, Development & Production

Prototype development & system design _____

Product testing & registration _____

Initial patent and industrial design registration _____

Patent and industrial design research _____

Expenses for Productivity Improvement

Training expenses for TS 16949 & ISO 14001 Certification _____

Licensing and technical fees for engineering _____

process improvement _____

Machinery and equipment testing & calibration _____

Manufacturing process layout _____

Not more than 5 years old.

Note: Kindly provide details/explanatory notes wherever necessary.

Expenses for Export Enhancement	
<i>Participation in trade exhibitions & missions approved by MATRADE</i>	_____
<i>Overseas sample testing for international standards conformance</i>	_____
<i>Market survey</i>	_____
<i>Feasibility studies</i>	_____
Total Cost of Project	=====
Preliminary Pre-Operating Expenses	_____
Working Capital	_____
Grand Total Cost of Project	=====
# Not more than 5 years old.	
Note: Kindly provide details/explanatory notes wherever necessary.	

SECTION H – OTHERS

41. Other documents which **you deem relevant** for the project. (e.g. Project Papers, Brochures, Technical/ JV Agreement, Market Survey, Purchase Orders, Warranties, Contracts, Letter of Appointment, ISO Certification, etc).

Note: Processing Fee (equivalent to 0.25% of financing or line amount applied, subject to a maximum of RM10,000) will be collected upon acceptance of financing or line offer.

Please enclose relevant documents. You may attach some of the information as annexes if the space provided is insufficient.

DECLARATION

Note: Declaration has to be signed by at least a director of the company.

We hereby:

- i. certify that the particulars given in this form and any other information and documents or copies of documents enclosed herein or subsequently submitted are true and correct to the best of our knowledge.
- ii. expressly consent to and authorise you to disclose, as you shall in your absolute discretion deem fit, to Bank Negara Malaysia, any other bodies, authorise(CAGAMAS, debt collection agents) and the companies within MIDF Group including but not limited to their respective agents independent contractors and/or associates for the purpose of providing integrated services, maintaining records (financial or otherwise), marketing, distribution and/or other programmes at any time and without notice or liability, any information and particulars (financial or otherwise) relating to our affairs and accounts, facilities or conduct thereof.
- iii. authorise MIDF to verify the information and to conduct any necessary credit checking on our behalf from whatever sources deemed.

Name: _____

Signature & Company/Firm Stamp: _____

Designation: _____

Date: _____



NOTICE

1. The above information/documents requested are for the purposes of conducting a preliminary evaluation of your loan/financing application. MIDF officers may request for more information/documents in addition to the above, if it is deemed necessary.
2. By submitting the above information/documents, it is not a guarantee that your application will be approved by MIDF. The outcome of your application will be made known to you within 45 days upon receipt of all the necessary documents/information.

In our effort to serve you better, please assist us by answering the following questions:

How did you get to know about Soft Loan Scheme for Automotive Development?

From seminar/talk/exhibition:

From printed advertisement (Please state the media):

From business associates/friends:

Others (Please indicate):

How did you get to know about MIDF?

From seminar/talk/exhibition:

From printed advertisement (Please state the media):

From business associates/friends:

Others (Please indicate):

MIDF HEAD OFFICE AND BRANCHES:

<p>MIDF HEAD OFFICE / CENTRAL REGION OFFICE Tingkat 15, Menara MIDF 82, Jalan Raja Chulan 50200 Kuala Lumpur Peti Surat 12110 50939 Kuala Lumpur</p> <p>Tel: 03-2173 8888 Fax No.: 03- 2772 1911/ 03- 2173 8611</p> <p>Email: Inquiry-feedback@midf.com.my</p>	<p>MIDF NORTHERN REGION OFFICE Tingkat 4, Wisma Leader, No. 8, Jalan Larut, 10050 Penang P.O. Box 445, 10760 Penang</p> <p>Tel: 04-229 8434, 229 8435, 229 8436 Fax: 04-229 8437 E-mail: penang@midf.com.my</p>	<p>MIDF EASTERN REGION OFFICE Tingkat 4/Paras 5, Bangunan PKINK, Jalan Tengku Maharani, 15000 Kota Bharu, P.O.Box 189, 15720 Kota Bharu Kelantan Darul Naim</p> <p>Tel: 09-748 3546, 7461679 Fax: 09-747 0389 E-mail: kotabharu@midf.com.my</p>	<p>MIDF SOUTHERN REGION OFFICE Rooms 202-203, 2nd Floor, Bangunan Bank Negara, Jalan Bukit Timbalan, 80000 Johor Bahru, Johor Darul Takzim</p> <p>Tel: 07-223 2727, 224 3046 Fax: 07-223 5578 E-mail: johor@midf.com.my</p>	<p>MIDF SARAWAK BRANCH Rooms 401-402, 4th Floor, Bangunan Bank Negara, Jalan Satok, 93400 Kuching, P.O. Box 972, 93720 Kuching, Sarawak</p> <p>Tel: 082-254 533, 254 203 Fax: 082-246 343 E-mail: sarawak@midf.com.my</p>	<p>MIDF SABAH BRANCH 3rd Floor, Bangunan Bank Negara, Jalan Tun Razak, Sinsuran, 88000 Kota Kinabalu, P.O. Box 11415, 88815 Kota Kinabalu, Sabah</p> <p>Tel: 088-211 633, 211 523 Fax: 088-211 940 E-mail: sabah@midf.com.my</p>
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ACKNOWLEDGEMENT OF RECEIPT BY MIDF

Confirmed receipt of the following Loan/Financing Application Form on

Applicant name:

Confirmed by:

Date of LAF :

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MIDF Officer:
Stamp received by MIDF:

Note: MIDF Officer-in-charge is requested to detach this portion and forward to the following address: - Ms. Mashitah Abdul Halim, Executive (Credit Management Department), 14th Floor, Menara MIDF, No. 82, Jalan Raja Chulan, 50200 Kuala Lumpur.