



Guide on Company Incorporation

For company incorporation and nominee director services, there are two choices for your further action:

Option 1 – Online Application **(Recommended for better efficiency):**

Please access below website for online incorporation application:

<https://company.estarfinancial.com/#/login>

Of which,

(i) Actions to be taken from your side:

Registration -> Choose your preferred packages under “Company Incorporation” -> Follow the steps to complete the online application form and upload required documents -> Submit and make payment

After receipt of your payment, EStar will proceed for its internal customer on-boarding assessment, contact you for further clarification (when applicable), and then complete ACRA registration of your company and delivery of statutory documents for the signature of director(s) and shareholder(s) for local compliance purpose.

(ii) Screenshot of the “choice of services” from our online system:

Business type

Customized service is NOT Recommended Unless limited services are needed

[MY] Company Incorporation Promotion Package (A1)

RM4,200.00
(RM0,100.00)

Exclusive for:
Companies without provision of nominee director service

Package includes:

- ✓ [Required] Malaysia Company Incorporation Service (SSM registration) (RM2,700.00)
- ✓ [Sec-MY-001] Company Secretarial Service - Basic (1 year) (RM1,800.00) ①
- ✓ [Sec-MY-002] Malaysia company registered address (1 year) (RM2,400.00)
- ✓ Third party fee:
 - See notes in other fees (RM0.00)
 - N/A (RM0.00)
- ✓ Other Fee:
 - Deposit will be to be deducted against fees to SSM, including: (i) Registration fee: RM1,010; (ii) Company name search (per submission): RM50; (iii) Bankruptcy search (per director): RM10; (iv) Company profile (CTC) purchase: RM30.80. Any deficit shall be borne by the customer, and any surplus will be

[MY] Company Incorporation Promotion Package (A2)

RM16,200.00
(RM20,100.00)

Exclusive for:
Companies with provision of nominee director service

Package includes:

- ✓ [Required] Malaysia Company Incorporation Service (SSM registration) (RM2,700.00)
- ✓ [Sec-MY-001] Company Secretarial Service - Basic (1 year) (RM1,800.00) ①
- ✓ [Sec-MY-002] Malaysia company registered address (1 year) (RM2,400.00)
- ✓ [Sec-MY-003] Nominee Director Service (1 Person/1 Year) (RM0.00) ②
- ✓ Third party fee:
 - See notes in other fees (RM0.00)
 - N/A (RM0.00)
- Nominee Director Fee (1 Person/1 Year) (RM6,000.00)
- ✓ Other Fee:
 - Deposit will be to be deducted against fees to SSM, including: (i) Registration fee: RM1,010; (ii) Company name search (per

Customize - Incorporation

RM3,900.00

Exclusive for:
Customers who wish to choose services flexibly.

Package includes:

- ✓ [Required] Malaysia Company Incorporation Service (SSM registration) (RM2,700.00)
- ✓ Third party fee:
 - See notes in other fees (RM0.00)
- ✓ Other Fee:
 - Deposit will be to be deducted against fees to SSM, including: (i) Registration fee: RM1,010; (ii) Company name search (per submission): RM50; (iii) Bankruptcy search (per director): RM10; (iv) Company profile (CTC) purchase: RM30.80. Any deficit shall be borne by the customer, and any surplus will be offset against subsequent secretary services provided to the customer. (RM1,200.00)

Select a service



(iii) Reminders of Incorporation & Documents to be prepared in advance by you, so as to be uploaded onto online application system:

Incorporation

1 Key Reminders

- For the target company's director(s), at least **1 director's** permanent residence must be in Malaysia (i.e. either a Malaysian Citizen or Malaysia Permanent Resident). Otherwise, EStar's Nominee Director Services is recommended;
- Authorised share capital: no less than **MYR1.00**;

2 What Doc is Needed?

- Company name (prepare **3 names** in advance is recommended);
- List of shareholder(s), ultimate shareholder(s), director(s) with contact and address info;
- Scanned copy of original documents of director(s) and shareholder(s), including :
 - Identity certificate (for individuals);
 - Business certificate (for entity);
 - Address proof (less than 3 months);
- Shareholding structure.

Despite the above, (i) authority letter is also needed if the applicant is not the shareholder nor the director of the proposed company; (ii) additional photos of the director(s)/ shareholder(s) holding his/her original passport/IC is requested for online verification purpose; (iii) lease agreement is requested if the company registered address service is not provided by us.

Option 2 – Offline Application:

NOT RECOMMENDED as it is more time consuming with more documents to be prepared and signed offline.

(i) Actions to be taken from your side:

Prepare and submit the required documents -> Sign service agreements (including engagement letter, fee letter, nominee director agreement (if applicable)) and make payment

EStar will proceed the online application on behalf of you, and then proceed for its internal customer on-boarding assessment, contact you for further clarification (when applicable), and then complete ACRA registration of your company and delivery of statutory documents for the signature of director(s) and shareholder(s) for local compliance purpose.

(ii) Documents to be prepared in advance by you:

- (1) List of documents as mentioned in (iii) of Option 1; plus
- (2) Company Incorporation Application Form; plus
- (3) KYC Form.

Note:

- For each company, preparer need to prepare item 2 and 3 of the aforesaid documents and sign on it;
- The template of item 2 and 3 of the aforesaid documents will be provided by us.