

# **Guidelines for Admission of Corporate Member of the MFPC**

Reviewed on 18/08/2016

## **Introduction**

The Membership Committee welcomes financial institutions / organizations with the vision and interest to promote and participate in the financial planning arena to join the MFPC's efforts in developing the financial planning industry in Malaysia. The Membership Committee is looking forward to admit organizations with professional conducts; social responsible and lawful practices as the corporate member(s) of the MFPC. It's envisaged a long term working relationship to be established between the Council and the corporate members to benefit the financial planning industry in particular; and the public or consumers in general.

## **Guidelines for the MFPC Corporate Membership**

### **1. Application**

Applicant must fill up the MFPC Corporate Membership Form and submit the following documents (Certified True Copy) to be considered as the MFPC Corporate Member.

- MFPC Corporate Membership Application Form – clearly stated objective(s) to join the MFPC as a corporate member
- Form 24 - (Paid up capital for a Sdn Bhd should be more than RM25,000)
- Form 49
- Form 9/44 - (Company established and operating for more than 1 year)
- Capital Market Service License (CMSL) and/ or Financial Adviser License or Form 7 (Labuan Financial Services Authority)
- M & A
- Activities of Services and past year track record
- Referral
- List of clients
- Payment (Entrance fee & Subscription fee)
- Company Profile and Logo (JPAG & A.I file).
- Checklist to register as MFPC Corporate Member

### **2. Submission**

All enquiries and applications must be submitted to the MFPC Secretariat at;

#### **Membership Department**

#### **MALAYSIAN FINANCIAL PLANNING COUNCIL**

Unit 22.7, Level 22, Menara One Mont' Kiara

No. 1, Jalan Kiara, Mont' Kiara,

50480 Kuala Lumpur.

Tel: 03 – 6203 5899 Fax: 03 – 6201 2669

Email: [membership@mfpc.org.my](mailto:membership@mfpc.org.my)

Website: [www.mfpc.org.my](http://www.mfpc.org.my)

### **3. Evaluation and Approval**

Membership Committee shall evaluate and approve any corporate application submitted to the MFPC Secretariat.

Membership Committee reserves the right to request for additional documents and/or to call for a meeting with the applicant; and/or to decline the application.

Vice President shall seek approval from the National Council to admit the new corporate member once the Membership Committee approved said application.

**4. Interview Session/Field Visit**

Membership committee reserves the right to conduct interview session/ field visit on new applicant to be corporate member of the MFPC prior to approval.

**5. Notification and Membership Certificate**

MFPC Secretariat will notify the applicant on their application status in accordance with the Membership Committee and National Council's decision in writing.

Upon approval; new corporate member's company logo will be display onto the MFPC website and events collaterals when deem appropriate.

A certificate as the MFPC Corporate Member (according to membership category) will be issued and delivered to the new corporate member's correspondence address.

**6. Duration of Membership**

The corporate membership runs for 12 months and will be invoiced annually.

**7. Corporate Membership Renewal**

Corporate Member of the MFPC shall renew its membership on a yearly basis upon receipt of invoice. All yearly membership subscriptions shall be payable in advance on 1<sup>st</sup> January each year.

**8. Withdrawal and Ceased of Corporate Membership**

Corporate Member who allows its arrears to exceed a period of three (3) months shall automatically cease to be a Member.

Ceased corporate member will not be allowed to re-enter as corporate member for the next three years.

**9. Corporate Membership Reinstatement**

Corporate Member who has discontinued its membership is required to apply for re-instatement by fulfilling all requirements imposed by the MFPC National Council from time to time.

Reinstatement fee is same rate as yearly membership fee. Corporate membership wishes to reinstate its membership shall pay reinstate fee, current year membership fee and one year advance yearly membership fee.

**10. Who can be the MFPC Corporate Members**

Financial Institutions and organizations to be considered and/or invited to join as the MFPC corporate members including the followings;

- I. Insurance Companies
- II. Banks
- III. Unit Trust Companies
- IV. Takaful Companies
- V. Asset Management Companies
- VI. Takaful Operators
- VII. Government Agencies
- VIII. Bank Negara Malaysia & Securities Commission's Agencies
- IX. Professional & Trade Associates related to financial planning industry
- X. Licensed financial planners/financial adviser
- XI. University / Education Training Providers

- XII. Congress and Conference companies involve in financial planning related subject matters
- XIII. Professional practices/ financial intermediaries / corporate agencies support financial planning development; officially registered with the government / regulatory body / recognized by the principals/trade association
- XIV. System and software companies provide support to financial services industry

The Membership Committee shall not consider any corporate membership application from organizations conduct any having been declared insolvent, illegal or unlawful business and multi a-level marketing companies.

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