



MALAYSIA DEPARTMENT OF INSOLVENCY (MdI)

CHECKLIST FOR THE INFORMATION/DOCUMENT REQUIRED FOR THE APPLICATION OF REGISTRATION AS A NOMINEE

- A. Please kindly submit the following documents to our department in Putrajaya:
1. Application letter
 2. Form 2 (*must be fill and to be completed*)
 3. Photograph with passport size (1 copy)
 4. A copy of Identity Card (1 copy)
 5. Registration fee – RM1,000.00 (*not refundable*)
- (payment by bank draft under the name of *Ketua Pengarah Insolvensi*)
- B. Supporting document as follows:
(please tick ✓ *that only applicable*)

6.	☐	Applicant for Category 1 (A <i>chartered accountant registered under the Accountants Act 1967 [Act 94]</i>)	1. Practicing Certificate issued by the Malaysian Institute of Accountants 2. “<i>Letter of Good Standing</i>” issued by Malaysia Institute of Accountants
7.	☐	Applicant for Category 2 (<i>Advocate and Solicitor registered under the Legal Profession Act 1976 [Act 166]</i>)	1. Certificate of Legal Practice issued by the Malaysian Bar / Sabah Law Association / The Advocate’s Association of Sarawak 2. Annual Practicing Certificate issued by the Bar Council, Malaysia/ Sabah Law Association / The Advocate’s Association of Sarawak

8.	Applicant for Category 3 <i>(Such other person as the Minister prescribed upon advised by KPI)</i>	1. Academic Qualification Certificate in respect of the Accounting, Law, Business Administration and related fields. 2. Experience working with the Consumer Association / Debt Restructuring / Debt Collection / Field of Insolvency and related fields which approved by the goverment 3. Certificate of qualification from professional bodies. Examples include INSOL International, MIA, MCCA, IIAM, FPAM, MFPC and other related qualifications.
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