

No. 77

(General title)

STATEMENT OF AFFAIRS (r. 164)

In the High Court in Malaya/Sabah and Sarawak at.....
 In Bankruptcy No..... of.....20.....
 Re (Name of Debtor/ Bankrupt) (identity card number)

REFER TO RECEIVING
 ORDER AND
 ADJUDICATION ORDER/
 BANKRUPTCY ORDER
 ISSUED BY THE COURT

You are required to fill up, carefully and accurately, this form showing the state of your affairs on the day on which the Bankruptcy Order made against you on the _____ day of _____. This form when filled up will constitute your Statement of Affairs, when complete this statement must be verified on the day declared.

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PART A : ASSETS

1. Land/House

PARTICULAR	LAND/HOUSE	LAND/HOUSE
Property address		
Name of the Joint owner (if any)		
secured/unsecured		
Name of resident and relationship (if land/home occupied by other person)		

LIST ALL OF YOUR PROPERTY UNDER YOUR NAME;
 IF THE PROPERTY IS BEING CHARGED WITH BANK,
 STATE THE NAME OF THE BANK (CHARGE);
 FOR UNSECURED PROPERTY, YOU HAVE TO
 SURRENDER YOUR TITLE TO Mdi.

* If more, please attach separate sheet

2. Vehicle (Not subjected to Hire Purchase Agreement)

PARTICULARS	REGISTER NUMBER	TYPE	USED BY OTHER PERSON (YES/NO)	NAME OF USER AND ADDRESS
Vehicle 1				
Vehicle 2				

LIST ALL OF YOUR VEHICLES UNDER YOUR NAME;
FOR VEHICLE NOT SUBJECTED TO HIRE PURCHASE AGREEMENT, YOU
HAVE TO SURRENDER YOUR VEHICLE OWNERSHIP CERTIFICATE (VOC)
TO Mdl.

* If more, please attach separate sheet

PLEASE USE THE SAME FORMAT IN A
SEPARATE SHEET (IF NECESSARY).

3. Other Assets

Tick ☒	Details	Estimate (RM)
	Cash in hand	
	Balance in Bank	
	Machinery, trade , fixtures, fittings, utensils, etc.	
	Farming stock growing crops	
	Household Furniture	
	Safe Deposit Box	
	Intellectual Property (Copyrights, paten, industrial design)	

ALL SUPPORTING
DOCUMENTS RELATING
TO YOUR ASSETS MUST
BE SURRENDERED UPON
SUBMISSION OF THE
STATEMENT.

	Jewellery/antiques	
	Others. Please specify	

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

4. Stock In Trade

Full particulars of every description of property in possession and in reversion not included in any other list are to be set forth in this list.

Full statement and nature of property	Estimated cost (RM)	Estimated to produce (RM)
Stock in Trade in the Federation		
Stock in Trade elsewhere	IF RELEVANT; REFER TO BURSA MALAYSIA (IF NECESSARY).	
Stock in Trade of Goods in transit from or to the Federation, notice of the arrival of which had been received		

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

5. Bills of Exchange

No.	Name of Acceptor of Bill or Note	Address, etc.	Amount of Bill or Note	Date when due	Estimated to produce	Particulars of any Property held as Security for payment of Bill or Note
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THIS FACILITY IS EXTENDED TO SELLERS OR EXPORTERS WHO SELL ON SIGHT TERMS UNDER COLLECTION. THE BANK WILL PURCHASE YOUR SALES /EXPORT DOCUMENTS AND ADVANCE YOU THE PROCEEDS PRIOR TO PAYMENT FROM THE BUYER. IT IS A SHORT-TERM ADVANCE TO COVER THE TRANSIT PERIOD PENDING PAYMENT RECEIVED FOR THE SHIPMENT.

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A
SEPARATE SHEET (IF NECESSARY).

6. Share

No.	Company's Name	Total share	Share current value

IF RELEVANT;
REFER TO COMPANY SECRETARY/SSM COMPANY
SEARCH (IF NECESSARY).

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A
SEPARATE SHEET (IF NECESSARY).

7. Investment

No.	Name of investment	Name of investment institution	Acquired by Cash/ Loan	Account Number/Policy Number
	IF RELEVANT; REFER TO YOUR PARTICIPATING INVESTMENT INSTITUTIONS (IF NECESSARY).			

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

8. Saving Insurance policy

No.	Type of insurance (e.g Life/Health/Others)	Name of insurance company	Estimated saving (RM)	How much do you pay per month? (RM)
	IF RELEVANT; REFER TO YOUR PARTICIPATING INSURANCE COMPANIES (IF NECESSARY).			

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

9. Book Debts

(an amount debited to a named account in a ledger/ a debt owing to a trades person as recorded in his or her account books)

No.	Name of Debtor	Residence and Occupation	Amount of Debt			Folio of Ledger or their book where particulars to be found	When Contracted		Estimated to produce	Particulars any securities held for debt
			Good	Doubtful	Bad		Month	Year		
			LIST OF PERSONS SUPPOSED TO BE INDEBTED TO YOU; ALL SUPPORTING DOCUMENTS RELATING TO THE DEBT MUST BE SURRENDERED UPON SUBMISSION OF THE STATEMENT. E.G. AGREEMENTS							

** If more, please attach separate sheet*

PART B: DEBTS

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

2. Debts (Wholly or Partly)

A secured debt is a loan where you charge your property wholly or partly such as house, land, etc. for the loan. If you failed to pay your debt, your property will be auctioned by the bank.

	Secured creditor no. 1	Secured creditor no. 2
Creditor's name		
Creditor's address	A COPY OF THE DOCUMENT CREATING THE CHARGE MUST BE ATTACHED.	
Creditor's occupation (if individual)		

Property charged		
Date the security was given		

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

2. Unsecured Debts

An unsecured debt is a loan given to you with no property charged.

	Creditor no. 1	Creditor no. 2
Creditor's name		
Creditor's address		
Creditor's occupation (if individual)		
Amount of debt		
Date the loan was given		

ALL SUPPORTING DOCUMENTS E.G. INVOICES, AGREEMENTS ETC MUST BE SURRENDERED UPON SUBMISSION OF THE STATEMENT;

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

3. Preferential creditors for rent, rates, taxes and wages

Preferential creditors are creditors who will have priority in the distribution of dividend over other creditors which include income tax payable, real estate tax, arrears of employee's salary and EPF contribution payable.

	Creditor no. 1	Creditor no. 2
Creditor's name		
Creditor's address		
Creditor's occupation (if individual)		
Nature of Claim		
Period during which claim accrued due		
Date when due		

ALL OUTSTANDING LOCAL RATES AND LAND TAX, INCOME TAX, EPF, SOCSO ETC.

Amount of claim		
Amount payable in full		
Difference ranking for dividend		

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

PART C: LIABILITY

4) Liability (something that you are legally responsible to pay)

No.	Name of creditors or claimant	Address and occupation	Amount of liability or claim	Date when liability incurred	Nature of liability

LIST ALL OF YOUR OBLIGATIONS;
ALL SUPPORTING DOCUMENTS RELATING TO THE OBLIGATION MUST BE
SURRENDERED UPON SUBMISSION OF THE STATEMENT. E.G. AGREEMENTS

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

5) Liability under Hire Purchase Act

No.	Name of creditors or claimant	Address and occupation	Amount of liability or claim	Date when liability incurred	Nature of liability

LIST ALL OF YOUR VEHICLES UNDER YOUR NAME THAT STILL UNDER HIRE PURCHASE AGREEMENT WITH BANK (STATE THE NAME OF THE BANK);
FOR VEHICLE NOT SUBJECTED TO HIRE PURCHASE AGREEMENT, YOU HAVE
TO SURRENDER YOUR VEHICLE OWNERSHIP CERTIFICATE (VOC) TO Mdl.

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A SEPARATE SHEET (IF NECESSARY).

6) Liabilities of bankrupt on bill other than his own acceptances

No.	Name of creditors or claimant	Address and occupation	Whether liable as drawer or indorser	Date when due	Amount	Date when liability incurred

IF RELEVANT;
REFER TO YOUR BUSINESS/COMPANY
RECORD.

** If more, please attach separate sheet*

PLEASE USE THE SAME FORMAT IN A
SEPARATE SHEET (IF NECESSARY).

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DEFICIENCY ACCOUNT

Excess of assets over liabilities on the (a) day of
 20..... if any
 Net profit arising from carrying on business from the (a)..... day of
 20....., to date of bankruptcy order, after deducting
 usual trade expenses (if any)
 In come from other sources since the (a)..... day of
 20.....
 Deficiency as per statement of affairs.....

(b) RM

Excess of liabilities over assets on the (a) day of
 20..... (if any)
 Net loss arising from carrying on business from the (a) day of
 20....., to date of bankruptcy order after deducting
 from profits the usual trade expenses (if any)
 Bad debts (if any) as per schedule (c)
 Expenses incurred since the (a) day of 20,
 other than usual trade expenses, viz, household expenses of self and
 (d).....
 (e)

(b) RM

Surplus as per statement of affairs (if any)

- (a) 12 months before date of bankruptcy order or such other time as the Director General of Insolvency may fix.
 (b) These figures should agree.

- (c) This schedule must show when debts were contracted.
- (d) Add wife and children (if any) stating number of latter.
- (e) Here add any other expenses or losses.

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(In substitution for such of the sheets named A to J as will have to be returned blank).

List	Particulars, as per Front Sheet	Remarks

PART D: Cause of insolvency

Reason(s) why you did not pay the loan. Please tick (✓) one or more

No.	Particulars	
1.	Unemployed e.g. resigned, dismissed, house wife, company winding up, student	
2.	Gambling	
3.	Extravagance in living	
4.	Economic Recession	
5.	Medical reason e.g. medical expenses for parents/children	
6.	Others. please specify	

DECLARATION

I identity card number
..... declare and affirm that the particulars set out in this
statement are a full, true and complete statement of my affairs.

Affirm at
This day of
Before me

.....
Commissioner for Oath

Date file

Reference number

Insolvency number

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OFFICE USE ONLY

GENERAL INSTRUCTIONS:

- 1) PLEASE FILL IN ALL RELATED FIELDS WITH ACCURATE AND CLEAR INFORMATION;
- 2) NO SCHEDULE OR ANY PART THEREOF IS TO BE LEFT BLANK. PLEASE STATE 'NIL' OR 'NOT APPLICABLE';
- 3) IF THE SPACE PROVIDED FOR EACH SCHEDULE IS INSUFFICIENT, PLEASE DUPLICATE THE RELEVANT PAGE OF THE SCHEDULE FOR YOUR USE;
- 4) ALL SUPPORTING DOCUMENTS E.G. INVOICES, DELIVERY NOTES, JUDGEMENTS, AGREEMENTS ETC MUST BE SURRENDERED UPON SUBMISSION OF THE STATEMENT;
- 5) IF IT IS STILL NOT CLEAR HOW TO FILL IN THE FORM IN CERTAIN SECTIONS, PLEASE REFER TO THE OFFICER AT Mdi BRANCH FOR FURTHER INFORMATION; AND
- 6) THE COMPLETED FORM MUST BE SUBMITTED TO THE BRANCH ADMINSTRATING YOUR CASE.