



MFA LEGAL CLINIC FORM MALAYSIA FRANCHISE ASSOCIATION (MFA)

REQUEST FOR PRELIMINARY ADVICE AND GUIDANCE IN A LEGAL CLINIC CONDUCTED BY MFA - All parties interested to use MFA Legal Clinic must complete and sign this form and agree to be bound by the terms of reference set out herein. MFA reserves the right to reject any application without rendering reason.

The Legal Clinic Session at MFA ("the Session") will be set down for a maximum of 1 hour only and may be extended subject to MFA advisor's ability and payment of prescribed fees to MFA. A successful applicant will be notified of the date/time of the Session in writing. Failure by the applicant to attend the Session without giving an advance prior written notice of 24 hours will result in forfeiture of the Administrative Charges.

FILL UP completely with all the information required.

SECTION A – COMPANY DETAILS

FRANCHISE CATEGORY

- Franchisor
 Franchisee
 Master Franchisee
 Others: please stated

MEMBERSHIP CATEGORY

- Member (M/ship no: _____)
 Non-Member

COMPANY INFORMATION

Name

I/D No.

Position

Company Name

Brand

Address

Tel. No

Fax. No

Email

SECTION B - DETAILS OF CASE / ISSUE

To: Secretariat of MFA, Consultation & Welfare

Part A: Applicant

We, of are the franchisor / master franchisee / franchisee* of franchise brand and would like to participate in the Session offered by MFA.

The Session will be attended by who is the of our company and we confirm that he/she is duly authorised to attend the Session on behalf of our company.

Part B: Available time slots for the Session

The Applicant's available free time slots for attending the sessions are:

- 1st Choice:
2nd Choice:
3rd Choice:

Part C: Brief Background of the queries/issues/advice/guidance (“Queries”) to be sought during the Session

| Nature of Queries [examples only] | Brief details |
|---|---|
| <input type="checkbox"/> Franchise Agreement/Manuals <input type="checkbox"/> Re-Registration process* under MyFex 2.0 <input type="checkbox"/> Application for franchise license* <input type="checkbox"/> MyFex 2.0* <input type="checkbox"/> Franchise Act 1998 – interpretation and understanding the various provisions. <input type="checkbox"/> others..... [to specify] | Brief details would suffice at this stage |

Part D: Preferred language for conducting the Session (if applicable)

- Bahasa Malaysia
 English
 Others [to specify] _____

Part E: Confidentiality and Disclaimer

The advice rendered to the Applicant is confidential and shall not be communicated to any third parties without the prior written permission from MFA.

Given the brevity of the Session and limited information provided during the Session, the information, advice and guidance provided during the Session are intended to be general in nature and not meant to substitute the specific legal or other professional given by an advocate and solicitor or a professional legal advisor. While MFA and the designated advisor during the Session made every effort to provide up to date information, advice and guidance, MFA makes no guarantee for any loss, damage or claims that may arise from reliance on such information, advice and guidance provided during the Session.

The Applicant further acknowledges that the MFA and MFA advisor are providing the Applicant with short-term, limited time legal clinic session and are under no obligation to provide other services beyond this Session, unless otherwise agreed in writing.

The Applicant hereby expressly agrees that the MFA, its committee and sub-committee members, employees and advisors of this Session shall not be liable to Applicant for any comments, acts or omission in connection with the Session.

Part G: Acknowledgment and Acceptance of the terms of the Session

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| <p>Party A:</p> <p>-----</p> <p>Authorised Representative’s name: NRIC/Passport No. Title/designation: Date:</p> |
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**to delete whichever not applicable*