



MEMBERSHIP APPLICATION CHECKLIST ORDINARY MEMBERS

NO	ITEMS	FRANCHISOR	MASTER FRANCHISEE	SUPPORT INSTITUTION	FRANCHISEE
1.	Membership Application Form (MFA Form 4/96)				
2.	Company Profile write up (not more than 150 words)				
3.	Profile of franchisor MFA Form 2/96				
4.	Company Registration Certificate (Form 9)				
5.	Section 78 Return for allotments of shares (Form 24)				
6.	Section 58 Notification of change in the register of directors, managers and secretaries. (Form 49)				
7.	Sample of Franchise Agreement				
8.	Form 1 Franchise Act 1998 Section 7 (Franchise Act 1998) Disclosure Document				
9.	Form 3 (BAF 3) Franchise Act 1998 Notice of Decision of Registration of Franchise and effective date of registration if franchise				
10.	Company Supporting Document				
11.	Professional Certificate				
12.	List of undertaken projects				
13.	List of Franchisee				
14.	Soft Copy of Company Logo (Format png size 300 kb to 700 kb)				
15.	3 pieces of outlet or product picture (Format png size 300 kb to 700 kb for each picture)				
16.	Processing Fees	RM300	RM300	RM300	RM150
17.	Membership Fees	RM2,000	RM2,000	RM2,000	RM200

Legend: Not Applicable If Applicable

Payment Information

Company Name : Persatuan Francais Malaysia / Malaysian Franchise Association
 Beneficiary Bank : Malayan Banking Berhad
 Account Number : 5640-1670-9808
 Bank Address : Menara Maybank, 100 Jalan Tun Perak, 50050 Kuala Lumpur
 Swift Code : MBBEMYKL

Payment by cheque:

Please indicate invoice number and company name at the back of cheque and send it to MFA. For outstation cheques please include commissions.

Payment via direct credit / bank in / telegraphic transfer / online:

Please email / fax your proof of payment to **+603-6241 4141** or email to nabila@mfa.org.my / finance@mfa.org.my for your payment confirmation.