



**MANUAL FEED-IN APPROVAL APPLICATION REGISTRATION FORM**  
**(BY OTHER ENTITIES)**

For office use only:	Please submit your registration form to: Sustainable Energy Development Authority Malaysia Galeria PjH Aras 9, Jalan P4W Persiaran Perdana Presint 4 62100 Putrajaya, MALAYSIA Tel No.: 03 – 8870 5800 Fax No.: 03 – 8870 5900
Reference No. : .....	
Serial No. : .....	
Date received : ...../...../.....	
Time received : .....	
Receiving Officer : .....	

Please tick (✓) in the applicable boxes.

**Information on Applicant**

Applicant Category:  Body Corporate  Co-operative Society  Local Authority  
 Firm  Registered Society

Registration No. (or if not available,  
Service Tax Registration No.)<sup>1</sup>: \_\_\_\_\_

e-PBT No.<sup>2</sup>: \_\_\_\_\_

Location<sup>3</sup>: \_\_\_\_\_

Organisation Name: \_\_\_\_\_

Date of Incorporation, Constitution or Registration: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**Contact Person<sup>4</sup>**

Full Name: \_\_\_\_\_

MyKad. No./Passport No.: \_\_\_\_\_

*(Please fill in the numeric portion of the passport number)*

Position: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

<sup>1</sup> Not applicable to local authorities.

<sup>2</sup> Applicable to local authorities only.

<sup>3</sup> Applicable to local authorities only.

<sup>4</sup> Contact Person must be one of the Authorized Personnel of Company



## Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

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### Committee Members / Office Bearers / Board Members / Partners (as applicable)<sup>5</sup>

No.	Name	MyKad No./Passport No.	Designation
1.			
2.			
3.			
4.			
5.			

### Supporting Documents (please tick (√) where relevant)

Please provide certified true copies of the following documents as applicable, in support of this registration and the Applicant's application for a feed-in approval:

- Evidence of due incorporation, constitution or registration of the Applicant (except local authorities):
  - Body Corporate the certificate from the appropriate authority certifying that the body has been duly constituted under the said written law
  - Registered Society the certificate of registration (Form 3) issued by the Registrar of Societies under section 8 of the Societies Act 1966
  - Co-operative Society the certificate of registration issued by the Malaysia Co-operative Societies Commission
  - Firm the certificate of registration (Form D) of the firm issued by the Registrar of Businesses; or the letter or certificate relating to the constitution of the firm from bodies regulating the profession in which the firm is practising in.

<sup>5</sup> If the space allocated is insufficient, please provide information on separate piece(s) of paper.



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### 2. Evidence of the due authorisation of this application:

- Local Authority            the relevant minutes of proceedings of a meeting of the local authority or of a committee duly signed by the chairman of the meeting, authorizing the representative to make this application on behalf of the local authority and to execute and submit all documentation in relation thereto
  
- Body Corporate            the relevant minutes of proceedings of a meeting of the body corporate or of a committee duly signed by the chairman of the meeting, authorizing the representative to make this application on behalf of the body corporate and to execute and submit all documentation in relation thereto
  
- Registered Society        the relevant minutes of a meeting of the society duly signed by the chairman of the meeting and at least 2 other office bearers of the society authorizing the representative to make this application on behalf of the society and to execute and submit all documentation in relation thereto
  
- Cooperative Society        the extract of the co-operative society's board resolution authorizing the representative to make this application on behalf of the co-operative society and to execute and submit all documentation in relation thereto
  
- Firm                            the relevant minutes of proceedings of a meeting of the firm duly signed by the chairman of the meeting (who must be a partner of the firm), authorizing the representative to make this application on behalf of the firm and to execute and submit all documentation in relation thereto



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### Declaration

#### **Declaration for Registration of Feed-in Approval Application (by local authority, body corporate, registered society, co-operative society, or firm)**

1. I am a representative of the abovementioned Applicant and have been duly authorised to make this declaration on its behalf.
2. I hereby declare that all information and accompanying documents submitted herein are true, accurate and complete and shall be part of the Applicant's application for a feed-in approval. I understand and acknowledge that the omission of any relevant information or document, or the submission of any information or document that is false or misleading may result in the rejection of this application, the revocation of any feed-in approval granted pursuant to this application and/or shall constitute an offence committed by it under the Renewable Energy Act 2011 and/or its applicable subsidiary legislation.
3. I have read and understood all the rules and regulations as stipulated in the Renewable Energy Act 2011, its subsidiary legislations and SEDA's Guidelines and Determinations. This Registration complies with the provisions of the Renewable Energy Act 2011 and subsidiary legislations made thereunder.

.....  
Name:

MyKad / Passport No:

Designation:

Date:



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**Declaration by service provider<sup>6</sup>**

I, [Name: ....., MyKad No.: .....],  
the service provider, hereby agree that paragraphs 2 and 3 of the above declaration by the  
Applicant shall apply to me in making this application on behalf of the Applicant.

.....  
Name:  
MyKad / Passport No:  
Designation:  
Date:

\*The declaration section is to be separately printed, signed by the Applicant and the service provider (if any), scanned and submitted to the Sustainable Energy Development Authority Malaysia via the e-FiT Online System. The physical hard copy of the signed declaration is to be subsequently furnished to the Sustainable Energy Development Authority Malaysia no later than 3 days after the Applicant receives notice that its application has been successful.

<sup>6</sup> If application is submitted on behalf of the Applicant by a service provider.