

CORPORATE CESSATION: VOLUNTARY WINDING-UP OF COMPANIES & LIMITED LIABILITY PARTNERSHIP

COURSE OBJECTIVES

Participants will gain understanding on the fundamental law and issues on members' and creditors' voluntary winding up under the Companies Act 1965; and voluntary winding up of limited liability partnership under the Limited Liability Partnership Act 2012.

Our experienced speaker will also guide participants on how to complete related forms on the voluntary winding of companies and lodge them with the Registrar of Companies (ROC).

COURSE CONTENTS

- Members' and creditors' voluntary winding up under the Companies Act 1965.
- Limited liability partnership voluntary winding up under the Limited Liability Partnership Act 2012.
- Modes of winding up.
- Effect of voluntary winding-up.
- Declaration of solvency.
- Irregularities in proceedings.
- Appointment of liquidator and liquidators' accounts.
- Final meeting.
- Regulations relating to forms and documents to be lodged with ROC.
- Guides to complete forms related to voluntary winding up to be lodged with the ROC.
- Guidelines for declaration of dissolution in a voluntary winding up of a LLP.

LEARNING OUTCOME

By attending this course, participants will be able to:

- Develop understanding of the fundamental statutory requirements and practical issues on members' and creditors' voluntary winding-up and S.50 of the Limited Liability Partnership Act 2012.
- Explain the process of voluntary winding up of companies.
- Complete forms related to voluntary winding-up of companies
- Execute the process of voluntary winding up of LLP.

WHO SHOULD ATTEND

Company secretaries, finance managers, lawyers, accountants and corporate consultants who advise and assist in insolvency matters and business owners / company directors who need knowledge on insolvency law.

ABOUT THE TRAINER

Lee Siew Kim is the Head of Unit for Winding Up, Registration Services Division of SSM. She joined the Registrar of Companies (ROC) in 1982. During her tenure with the Registrar, she has worked with various sections such as Incorporation, Registration of Documents, Charges and Winding-Up and Striking Off.

ADMINISTRATIVE DETAILS

Date	Venue	Event Code
12 January 2015	Menara SSM@Sentral, Kuala Lumpur	CEP/KL/15/001
21 January 2015	Ming Garden Hotel & Residences, Kota Kinabalu	CEP/KK/15/002
27 January 2015	The Puteri Pacific, Johor Bahru	CEP/JB/15/004
Time	9.00 a.m. - 5.00 p.m.	
Training Methodology	Lecture and case discussion	
Fee	RM400.00 (Standard), RM350.00 (Licensed Secretary)	
SSM CPE Points	8	

REGISTRATION FORM 2015

COMTRAC TRAINING

Use one form for each participant. Please print or type details clearly. This form can be downloaded from SSM's website at www.ssm.com.my. Kindly make copies if more forms are needed.

Please register me for the below programme.

DATE	EVENT CODE	VENUE	SEMINAR TITLE
			CORPORATE CESSATION: VOLUNTARY WINDING-UP OF COMPANIES & LIMITED LIABILITY PARTNERSHIP

Name : _____
I/C No. : _____ License Secretary No. _____
Professional Body Name : _____ Membership No. _____
Designation : _____
Company : _____
Address : _____
Office Tel. No. : _____ Fax No. _____
Mobile No. : _____ Email Address _____

Vegetarian Meals Others (please specify) _____

- I/We enclose Cheque no: _____ for amount of RM _____ (non-refundable) and made payable to 'SURUHANJAYA SYARIKAT MALAYSIA'. [Please indicate the participant(s) name, License Secretary no. (if any), seminar date and code on the reverse of the cheque]. Enclosed also 'Lampiran 1' (COMTRAC Training Fee Payment Form).

Note: Payment can be made at SSM, Level 17, Menara SSM @ Sentral, Kuala Lumpur and at all SSM branches in Malaysia. Kindly use 'Lampiran 1' (COMTRAC Training Fee Payment Form) when submitting the payment. The form can be downloaded from our website at www.ssm.com.my.

Fax your registration form and send your payment to:

COMTRAC, Level 12, Menara SSM @ Sentral, 7 Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50623 Kuala Lumpur

Tel: +(603) 2299 4440 (Farah) / 4441 (Priya) / 5308 (Azlan)

Fax: +(603) 2299 4451 / 4452

Email: comtrac@ssm.com.my

FEE

Fee is inclusive of certificate of attendance issued by the Companies Commission of Malaysia (SSM), a pre-loaded CD containing training materials, refreshment and lunch.

TERMS & CONDITIONS

Registration is on a first-come-first-served-basis. All registrations MUST be submitted to SSM accompanied with the full payment five (5) working days before the programme. Admittance will not be permitted unless payment or a letter of guarantee is received. There is no refund policy for cancellation by participant. If a participant fails to attend a programme, the registration fee will not be refunded nor allocated to another programme. Postponement/replacement is allowed if SSM is notified within three (3) working days prior to the programme. All postponements/replacements must be made in writing and acknowledged by SSM. Any replacement of certificate due to errors in name or identification card number wrongly filled by participant/representative during registration or loss of certificate, will be charged an administrative fee of RM30.00 per copy.

SSM reserves the right to postpone the date or cancel programme and/or change venue due to any unforeseen circumstances that may arise. In cases of cancellation by COMTRAC, the participant will be duly informed and the registration fee will be refunded upon request. SSM reserves the right to change the speaker(s) without prior notice. In such case, there shall be no refund.

Please produce national registration identity card/passport upon registration for identity verification.

Please advise us if you need an invoice otherwise the registration form serves as our invoice.

PERSONAL DATA PROTECTION ACT 2010 NOTICE

Your personal data and other information provided in this application and including any additional information you may subsequently provide, may be used and processed by COMTRAC / SSM as a reference in future to communicate with you on our training programmes/ events. In line with the Personal Data Protection Act 2010, we wish to get your agreement and consent for using your personal data. If you do not consent to the processing and disclosure of your personal data, you should send an e-mail to us at comtrac@ssm.com.my.

ABOUT COMTRAC

The Companies Commission of Malaysia Training Academy (COMTRAC) was established on 1 April 2007 to spearhead the Companies Commission of Malaysia's (SSM) external stakeholders training initiatives. Its mission is to train and educate a wide array of corporate role-players comprising directors, company secretaries, the management and employees of companies, auditors, entrepreneurs, innovators and members of the professional bodies, consistent with SSM's functions as stipulated under subsection 17(d) of the Companies Commission of Malaysia Act 2001. Please visit www.ssm.com.my to find out more about COMTRAC and its training programmes.

Suruhanjaya Syarikat Malaysia is registered as a training provider with PSMB under Reg. No: 1846.

In pursuit of SSM's Corporate Responsibility Agenda in helping the environment through sustainable go green campaign, participants of COMTRAC's training programmes will receive a **compact disc pre-loaded with seminar materials** in place of printed notes with effect from 1 January 2011.