



**SARAWAK HOUSING AND REAL ESTATE DEVELOPERS' ASSOCIATION**

**SHEDA STATE SECRETARIAT ADDRESS:**

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**MEMBERSHIP APPLICATION FORM**

**CATEGORY  
ORDINARY / AFFILIATED**

# SARAWAK HOUSING AND REAL ESTATE DEVELOPERS' ASSOCIATION

## APPLICATION FOR MEMBERSHIP

### ELIGIBILITY

Membership of the Association is opened to any company engaged in housing development or property development in Sarawak provided that such company shall have a business office in Sarawak.

### MEMBERSHIP CATEGORIES & FEES

Category	Definition	Entrance Fee	Subscription Fee
Ordinary Member	Any company that meets the above requirements	RM 3000	RM 1200 per annum
Affiliated Member	Any company which is a subsidiary of an Ordinary Member	RM 1000	RM 800 per annum

### REQUIREMENT

- Company details
- Project details
- Referee Consent (*Proposer & Seconder must be valid SHEDA Ordinary Members*) / Sign & Company Stamp)
- Borang 1 (*The Business, Professions & Trading Licensing Ordinance*) note # 1
- Borang 13 (*Certificate of incorporation on change of name*) note # 1
- Form 9 (*Business Registration Certificate*) note # 1
- Form 24 (*Return of Allotment shares*) note # 1
- Form 49 (*Particulars of Directors, Managers & Secretaries & Changes of Particulars*) note # 1
- Certificate of Paid Up Capital (*minimum RM100,000*) note # 1
- For Bintulu Division – Copy of letter of approval from BDA for Conversion & Subdivision on Projects note # 2
- For Other Division – Copy of letter of approval from Land & Survey Department for Conversion & Subdivision on Projects note # 2
- Copy of land development agreement and Sales & Purchase Agreement note # 2
- Copy of SPA Approval Plan note # 2
- Extract of Land Title certified by Registrar (*Original copy*)
- Copy of Land Title note # 2
- Copy of Project Brochure
- Copy of Developers License (License No./ Expiry Date) note # 1
- Copy of Advertisement Permit (License No./ Expiry Date) note # 1
  
- **Entrance Fee / Subscription Fee - RM 4,200 (Ordinary Member)**  
**-RM 1,800 (Affiliated Member)**

#### Note:

# 1 certified true copy by company auditors

# 2 certified true copy by co. lawyer2

# APPLICATION & DECLARATION

**To: The Secretary-General  
SARAWAK HOUSING AND REAL ESTATE DEVELOPERS' ASSOCIATION (SHEDA)**

We wish to apply for the following membership and enclosed the following documents for your consideration:

- | Ordinary Member  |                          | Affiliated Member |                          |
|--|--------------------------|-------------------|--------------------------|
| • A duly completed application form  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Borang 1 ( <i>The Business, Professions &amp; Trading Licensing Ordinance - Certified true copy by auditors</i> )  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Borang 13 ( <i>Certificate of incorporation on change of name - Certified true copy by auditors</i> )  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Form 9 ( <i>Business Registration Certificate - Certified true copy by co. auditors</i> )  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Form 24, ( <i>Return of Allotment Shares - Certified true copy by co. auditors</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Form 49 ( <i>Particulars of Directors, Managers &amp; Secretaries &amp; Changes of Particulars</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Certification of Paid Up Capital ( <i>Minimum RM100,000 - Original Copy &amp; Certified true copy by co. auditors</i> )                                  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of letter of approval from BDA or Land & Survey Department for Conversion & Subdivision on Projects ( <i>certified by true copy by co. lawyer</i> ) | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of Land Development and Sales & Purchase Agreement ( <i>Certified true copy by co. lawyer</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Extract of Land Title ( <i>Original Copy &amp; Certified true copy by co. auditors</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of Land Title ( <i>Certified true copy by co. lawyer</i> )  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of SPA Approval Plan ( <i>Certified true copy by co. lawyer</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of Project Brochure   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of Developers License (License No./ Expiry Date) <i>Certified true copy by co. auditors</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Copy of Advertisement Permit (License No./ Expiry Date) <i>Certified true copy by co. auditors</i> )   | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| • Entrance Fee / Subscription Fee - <b>RM 4,200 (Ordinary Member)</b>  | <input type="checkbox"/> |                   | <input type="checkbox"/> |
| <b>- RM 1,800 (Affiliated Member)</b>  | <input type="checkbox"/> |                   | <input type="checkbox"/> |

Enclose herewith a cheque no: \_\_\_\_\_ for the sum of RM \_\_\_\_\_  
being payment of entrance and subscription fees for the year \_\_\_\_\_ payable to "SARAWAK HOUSING AND REAL ESTATE DEVELOPERS' ASSOCIATION"

We declare that the information supplied in this application is true. We also hereby agree to abide by the Rules & Constitution of the Association

\_\_\_\_\_  
**SIGNATURE & COMPANY STAMP**

Name : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Date : \_\_\_\_\_

**Note: The Association reserves the right to reject any application without assigning any reason thereof.**

**FOR OFFICE USE ONLY**

Checked by: \_\_\_\_\_ Date \_\_\_\_\_

Remarks : \_\_\_\_\_

Date of Approval: \_\_\_\_\_ Membership No: \_\_\_\_\_

Approval by Council : \_\_\_\_\_ / \_\_\_\_\_ ( to be signed by President / Secretary-General)

Remarks (if any for rejection): \_\_\_\_\_

# PROJECT DETAILS

## Section A – Details of Current & On Going Project

Name of Project & Location	Approval no.	Total Land Area	Total No of Units	Type of development (No of Units)			
				Residential	Commercial	Industrial	Others

## Section B – Completed Project

Name of Project & Location	Total Land Area	No of Units	Date Completed

## Section C – Project Under Planning / Submitted for Planning Approval

Name of Project & Location	Total Land Area	No of Units	Type of Development

## COMPANY & REPRESENTATIVE(S) DETAILS

Kindly complete the particulars in the appropriate sections in block letters.

Name of Company:

Registered Address :

Correspondence:

Telephone No (s):  Fax No:

Email Address:  Website:

Date of Formation Of Company:  Paid-up Capital as at.....)

Name of Representative (1):

Identity Card No:  Male (M) Female (F)

Designation:

H/P No:

Professional Qualification (if any):

Name of alternate Representative (2):

Identity Card No:  Male (M) Female (F)

Designation:

H/P No:

Professional Qualification (if any)

## PROPOSER & SECONDER

### PROPOSER

We, \_\_\_\_\_ (Name of Company) hereby proposed this application for membership.

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#### SIGNATURE OF PROPOSER & COMPANY'S STAMP

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

Designation : \_\_\_\_\_

Membership No: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ Subs Yr: \_\_\_\_\_

### SECONDER

We, \_\_\_\_\_ (Name of Company) hereby second this application for membership.

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#### SIGNATURE OF SECONDER & COMPANY'S STAMP

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

Designation : \_\_\_\_\_

Membership No: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ Subs Yr: \_\_\_\_\_

#### **NOTE:**

***The Proposer and Seconder must be Ordinary Members of the Association with no outstanding subscription due for that particular year.***