[](http://atsc/C12/Communications/Image%20Library/Logo2/sclogo_blue_large.gif)

**FORM 31**

**NOTICE OF CESSATION FOR TRADING REPRESENTATIVE**

|  |  |
| --- | --- |
| SECTION I: PROFILE | |
| **Personal Details** | |
| Salutation: |  |
| Name (as per NRIC): |  |
| Other name: |  |

|  |  |  |
| --- | --- | --- |
| IC & Passport Details | | |
| For Malaysian | Old IC no.: | NRIC no.: |
| For non-Malaysian | Passport no.: | Expiry date: |
| Country of issue: | |
| Length of residence in Malaysia: year(s) | |

|  |  |
| --- | --- |
| SECTION II: CESSATION DETAILS | |
| Cessation date: |  |
| Reason for cessation: |  |

|  |
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| SECTION III: OTHER INFORMATION |
| Is there any additional information considered relevant to this application? |
| No  Yes *(If “Yes”, please specify details)* |
|  |
| Reason for late notification |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| SECTION IV: SUPPORTING DOCUMENT - Please provide annexures for the following information | | | |
| No. | Description | Submission  *(Please tick)* | |
| Yes | N/A |
| 1. | A copy of the applicant’s resignation/termination letter |  |  |
| 2. | Other relevant documents |  |  |

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| **SECTION VI: TRUE AND CORRECT INFORMATION** |
| I hereby declare that all information provided in this notification and its annexures is true and correct, and a printed signed copy of this notification reflecting the same information provided in this notification is being kept at the business address or a designated place approved by the SC. |
| ---------------------------------------------------------- |
| Signature |
| Name: |
| Date *(dd mmm yyyy)*: |

*\* For termination, the Licensed Director/Chief Executive Officer/Director/Authorised Signatory may sign the form*