**PRS DEED LODGEMENT CHECKLIST**

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LODGEMENT OF DEED/SUPPLEMENTARY DEED

PRS Provider :

Name of Scheme and/or Funds :

Date of Submission :

Date of Registration :

| Requirements | Compliance Check | SC’s Remarks |
| --- | --- | --- |
|  |  | Check | Remarks |  |
| 1. | Cover letter, specifying:* Purpose of submission
* Declaration that the copy of the deed-
1. lodged with the SC is identical to the deed registered by the SC; and
2. in CD-ROM is identical to the printed deed.

*The cover letter must be signed by a director of the PRS Provider.* |  |  |  |
| 2. | Two (2) printed copies of the deed. |  |  |  |
| 3. | CD-ROM containing the deed in “pdf”.  |  |  |  |
| 4. | Lodgement checklist |  |  |  |
| 5. | Fee checklist |  |  |  |
| 6. | Lodgement Fees In the form of a crossed cheque/draft order made in favour of “Suruhanjaya Sekuriti” or “Securities Commission”. |  |  |  |

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|  |  |
| --- | --- |
| ……………………………………….. | …………………………………………. |
| Name : *(Person responsible for the submission documents)* | Name : *(Chief Executive Officer of the PRS Provider*)  |
| For the SC’s Internal Use : |

**Submission of Documents**

Please tick relevant box:

Complete

Not complete

### If not complete, please state missing documents:

### ……………………………………………………………..…………………………………………………………………………………………………………………………………………

Date applicant informed of missing documents - ……………………..

Date of receipt of missing documents - ……………………..

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##### Name: *(Desk Officer)*

Date :

………………………………

Name : *(Supervisor)*

Date :

*(Desk Officer)*

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