



## **A. Merchant Onboarding Checklist (Peninsula Malaysia)**

1. Application Form filled, signed and dated
2. Business Registration Forms (Sole Proprietorship: Form 9 & 13 & SSM, Sdn Bhd: Form 49 & 24 & SSM)
3. Most recent month bank statement copy
4. Scanned NRIC copies of all Directors/Owners
5. Photos of office premises, external premises photo with company logo & internal office premises photo
6. Merchant online website URL address
7. Company company tech related issues email address, business address and contact number

## **B. Merchant Onboarding Checklist (East Malaysia)**

1. Application Form filled, signed and dated
2. Business Registration Form (Sdn Bhd: Section 14 - shareholdings, Trading License & SSM)
3. Most recent month bank statement copy
4. Scanned NRIC copies of all Directors/Owners
5. Photos of office premises, external premises photo with company logo & internal office premises photo
6. Merchant online website URL address
7. Company company tech related issues email address, business address and contact number

### **\*On- boarding Application Fee:**

- a. Basic Onboarding Fee : RM500
- b. Additional Payment Gateway : Alipay, VISA/MASTER, FPX online banking : RM300/each
- c. Transaction Fee : As per designated payment gateway channel selected

### **\*Credit to Maybank account no : FPay Group Holdings Sdn Bhd**

Account no : 564089517117

Upon submission of full document