

## VE SERVICES SDN BHD Payment Solution Application Form Checklist

Please prepare the following documents :

1.  Payment Solution Application Form
2.  User / Merchant's Agreement
3.  Photocopy of Identity Card / Passport of Business Owner
4.  Latest 3 months bank statement
5.  Photos - 1 signage and 2 interior
6. Business Registration Forms :
  - a) For Sole Proprietor / Partnership
    - i.  Borang B/D/E
    - ii.  Complete SSM Certificate / SSM Company Profile (all pages)
  - b) For Sdn Bhd / Bhd
    - i.  Form 9 / Section 15 & Section 17
    - ii.  Form 13 / Section 28 (if any)
    - iii.  Form 24 (complete set - sum up to total paid up capital) / Section 51 / Section 78
    - iv.  Form 49 / Section 14 / Section 58
    - v.  Others - Form 44, Section 46(3) etc
    - vi.  Complete SSM Certificate / SSM Company Profile (all pages) (For New Business which incorporated below 1 year)
  - c)  Direct Selling Business License (required for Direct Selling Company only)
  - d)  Certificate of product Registration with Malaysia's Ministry of Health (required for company selling organic and healthcare products)
  - e)  Goods/Products Authorisation and Compliance Letter (required for group buying merchants)
7.  Photocopy Invoice / Receipt of Domain (Web URL) Registration (under applicant name)

Note:

1. For new bank account, just provide one month bank statement.
2. The paid setup cost and maintenance fee are not refundable after the application is accepted and VE merchant account created.
3. All documents must be valid on date of application
4. All documents submitted are not returnable.

**VE Services Sdn Bhd will not accept any application from the party involves in one of the following products, services and activities OR products , services and activities that against Malaysia government laws:**

- **Pornography & Adult Content**
- **Firearms, Ammunition, High Capacity Magazines, Tasers, Air Guns**
- **Fireworks or Pyrotechnic Devices or Supplies**
- **Unapproved Drugs**
- **Gambling Transactions / Online Casino**
- **Replica and Name Brand "Knock Off" Products**
- **Tele-sales**
- **Money Laundering**
- **Pyramid Scheme Program**

**Sites found to be selling banned product or services later are subject to immediate account termination, frozen funds, forfeiture of funds, fines, and/or order cancellations, all without notice.**