

GUIDELINE FOR TERMINATION OF BUSINESS

Termination of business can be registered for the following reasons:

- 1. Cessation of Business;**
- 2. Dissolution of Partnership;**
- 3. Death; and**
- 4. Court Order**

Business Termination Procedure

1. The owner or all partners can submit an online application via ezbiz.ssm.com.my. Applicants must be a registered Ezbiz Online User first. Please refer to the [Ezbiz User Guideline User Account Registration](#) and [Ezbiz User Guideline Termination of Business](#).
2. At present, business termination applications through Ezbiz Online are only allowed for the purpose of cessation of business, dissolution of partnership and death of a partner.
3. In the case of death of the sole owner of the business or all partners in a partnership business, the business termination application could only be done over the counter by the next-of-kin. To do so, please submit the death certificate and the business registration certificate (the latest Form D or E).
4. Documents to be attached:
 - (a) Latest Certificate of Registration / Certificate of Renewal of Registration of Business (Form D/E); and
 - (b) Death certificate (original document or certified copy) in case of termination due to the death of the owner; or
 - (c) Court order document (original document or certified copy) in case of termination by court order; or
 - (d) Relevant documents (original documents or certified copies) in case of bankruptcy of the owner.

Registration Fee

1. Registration of termination of business – no fee
2. Business Information – RM 10

General guidance

1. Owner or Person Responsible, under section 2 "Interpretation" ROBA 1956 must file a business termination notification within 30 days to the Registrar/SSM where a registered business has been terminated.
2. Registered businesses with business registration certificate **that is yet expired** are allowed to submit a business termination notification.
3. Registered businesses with expired registration period could not submit a business termination notification. Owners or partners can purchase **Business Expiry Confirmation Letter** at e-Info portal (<https://www.ssm-einfo.my>) or Mydata portal (<https://www.mydata-ssm.com.my>).
4. A registered business is **de-registered** after the **death of the sole owner** or the **death of the business associate and if there is no surviving business associate** or person responsible for the business, the personal representative or the next-of-kin must **within four (4) months** from the date of death submit a termination notification form business to the Registrar/SSM.
5. Failure to submit a business termination notice and could be fined not more than RM10,000 or imprisoned for a period not more than one (1) year or both upon conviction.
6. For further information, please contact SSM Contact Centre at 03-7721 4000 or by email at enquiry@ssm.com.my.