

## LABUAN OFFSHORE FINANCIAL SERVICES AUTHORITY

Our Reference :

LFA/ROC/ALTC

31 July 2008

Chairman

*Association of Labuan Trust Companies*  
*Labuan International Insurance Association*  
*Association of Offshore Banks*

**Fax: 419 755 / By hand****Fax: 426 652 / By hand****Fax: 452 779 / By hand**

Dear Sir/Madam,

**Review of Fees Structures for Labuan Offshore Companies**

We refer to the above and are pleased to inform that LOFSA has decided to review the annual fee for Labuan Offshore Companies (LOCs) from RM2,600 to RM1,500 effective from 1 July 2008. The new fees would be applicable to all LOCs incorporated on or after 1 July 2008. For the existing LOCs which are incorporated on or before 30 June 2008, the annual fee payable are as follows:

- (i) If the due date (last day to pay annual fee) falls on or before **31 July 2009**, the annual fee payable is RM2,600 and thereafter the annual fee would be RM1,500; and
- (ii) If the due date (last day to pay annual fee) falls on or after **1 August 2009**, the annual fee payable is RM1,500.

2. In addition, LOFSA has also agreed to waive the lodgment fees for forms/documents submitted by LOCs after the incorporation. The list of forms/documents is provided in the Appendix for your reference. Nevertheless, please note that the waiver does not include the following:

- (i) Reservation of name for the change of name of LOCs (Form 10);
- (ii) Approval or registration fee wherever applicable;
- (iii) Lodgment of form/document for amendments; and
- (iv) Compound for any late lodgment of form/document or late payment of annual fee.

3. If you require any further clarification, please do not hesitate to contact the following officers:

- (i) Mohd Ridzuan Zulkifli- 087 591 333 ([ridzuan@lofsa.gov.my](mailto:ridzuan@lofsa.gov.my))
- (ii) James Griffin – 087 591 317 ([james@lofsa.gov.my](mailto:james@lofsa.gov.my))
- (iii) Mohd Shah Abu Hashim – 087 591 313 ([mohdshah@lofsa.gov.my](mailto:mohdshah@lofsa.gov.my))
- (iv) Aslinah Amir - 087 591 344 ([aslinah@lofsa.gov.my](mailto:aslinah@lofsa.gov.my))
- (v) Norhafizah Naasik – 087 591354 ([fiza@lofsa.gov.my](mailto:fiza@lofsa.gov.my))

4. Kindly inform your members accordingly.

With kindest regards.

Yours sincerely,



**(Md. Yunus bin Atip)**  
Director  
Financial Services & Policies  
3/34/7

**Appendix**

<b>No.</b>	<b>Use case</b>	<b>Form/Document</b>	<b>Particulars</b>
1	2.10	19	Particulars of satisfaction of charge
2	2.13	12	Change of Name of Offshore Company
3	2.14	30	Change of Name of Foreign Offshore Company
4	2.16	12, 52, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74 & 75	In relation to winding up of an offshore company
5	2.17	12 & Attachment	Application for transfer of statutory domicile
6	2.18	12 & 17	Redemption of redeemable shares
7	2.19	32	Notice by foreign offshore company of cessation of business
8	2.33	12	Notice of Amendment Made to the Memorandum of Articles
9	2.34	Attachment	Notice of Change Relating to a Foreign Offshore Company
10	2.35	Attachment	Notice of Resolution
11	2.36	Articles of Arrangement & 12	Notice To Register Articles of Arrangement
12	2.37	23	Notice of Place Where Register of Member is Kept
13	2.38	Foreign Offshore, 12 & Local Offshore	Notice of Reduction in Share Capital
14	2.39	Deed	Lodgment of Deeds
15	2.40	12 & Memorandum of Appointment or Power of Attorney	Appointment of An Agent of a Foreign Offshore Company
16	2.41	Notice for transfer of share	Notice For Transfer of Share
17	2.43	12 & Audited Account	Lodgment of audited accounts
18	2.48	Attachment	Annual Return of Debentures
19	2.6	12 & 15	Increase In Share Capital
20	2.7	12 & 25	Notice of appointment of auditor
21	2.8	12 & 26	Notice of change in auditor
22	2.9	18	Statement of particulars in respect of charge