



KEMENTERIAN PERDAGANGAN DALAM NEGERI
DAN KOS SARA HIDUP



SURUHANJAYA SYARIKAT MALAYSIA
COMPANIES COMMISSION OF MALAYSIA

Registering a New Limited Liability Partnership

01

USER REGISTRATION

Sign up at
ssm4u.com.my

02

USER ACCOUNT VERIFICATION

Activate your user account at the nearest SSM counter

03

LOGIN TO MYLLP

Login to
ssm4u.com.my
then select portal MyLLP

04

REGISTERING A LLP

- Click to 'Starting a LLP'.
- Select Direct Registration then fill in LLP's name.
- Choose the suffix either PLT or Perkongsian Liabiliti Terhad.
- Key in the required information.

05

PROCEED TO PAYMENT

- Preview the PDF form.
- Tick declaration box.
- Proceed to payment prior to submission.

06

STATUS OF APPLICATION

- You may receive notice of approval and registration via email upon successful registration.
- Otherwise, please return to MyLLP portal, complete the required information as per query.
- Resubmit the application.

07

PURCHASE OF LLP RELATED PRODUCTS

Return to ssm4u.com.my then click to portal Xcess.

Select 'Entity Search' then key in the LLP's registration number to purchase:

- i. Certificate of registration; and
- ii. LLP profile



Menara SSM@Sentral
No 7, Jalan Stesen Sentral 5
Kuala Lumpur Sentral
50623 Kuala Lumpur

Tel : 03-7721 4000
Fax : 03-7721 4001
Emel : enquiry@ssm.com.my



SSM OFFICIAL PAGE

TRANSACTIONS RELATED TO LIMITED LIABILITY PARTNERSHIP (LLP)



01 User Registration



1. Sign up as MyLLP user at www.ssm4u.com.my;
2. Complete and submit registration details; and
3. Activate user registration at the nearest SSM counter.

Who can submit the application?

- The appointed compliance officer (CO); who is either one of the partners or a person who is qualified to act as a secretary under the Companies Act 2016, becomes the MyLLP's user, thus, he/she is responsible to submit the application.

02 Registering a New LLP

1. Visit www.ssm4u.com.my, then select MyLLP



Provide the following information.

1. Proposed LLP's name;
2. Registered address;
3. Business address (if any);
4. Compliance Officer (CO)'s details;
5. Partner's details;
6. Supporting document (if any); and
7. Application Fee :
 - i. Name Reservation : RM30;
 - ii. Direct Registration (Name Reservation + Registration) : RM500Note: Save RM30 through Direct Registration

03 Registering a New LLP through conversion from other business entities

1. Existing partners in the conventional partnerships, or shareholders in a private companies or partners in the professional practice should be retained;
2. The CO should be appointed among the partners or shareholders or company secretary; and
3. Application fee - RM500.

What is Conversion of LLP?
Conversion of LLP can be best described as conversion from conventional partnership, private company and conventional professional firm to LLP.

04 Updating Information



1. Any changes to the following information should be updated in MyLLP Portal :
 - i. Address;
 - ii. Business Address;
 - iii. Nature of Business;
 - iv. Partners;
 - v. Compliance Officer; and
 - vi. Location of the accounting records if kept other than the registered address.
2. Information should be updated within 14 days; and
3. Application fee - RM30.

05 Submitting Annual Declaration



LOCAL LLP

1. The first Annual Declaration (AD) should be lodged not later than 18 months from the date of registration;
2. AD shall be lodged within 90 days from the end of the financial year;
3. Application fee - RM200; and
4. Application for EOT - at least 30 days before due date (Practice Note No. 1/2016)

FOREIGN LLP

1. AD shall be lodged annually within 30 days of its anniversary of registration.

06 Dissolution of LLP

1. Types of LLP's dissolution:
 - i. Voluntary winding up;
 - LLP that has ceased to operate and has discharged all its debts and liabilities; or
 - ii. Winding Up by The Court
 - Provisions relating to Winding Up by the Court under Companies Act 2016 shall apply;
 - iii. Strike off the LLP from the Register - by SSM



Extension of Time (EOT) for Name Reservation

1. EOT for name reservation of LLP name should be applied;
2. If the applicant is unable to submit application within stipulated timeframe, he/she may apply for an EOT to the Registrar for a longer timeframe with a fee of RM50 for 30 days or each subsequent 30 days or part thereof but not exceeding 6 months;
3. Application for EOT for voluntary winding-up: Application must be made within seven day before the expiration of latest submission date;
4. The extension of time by the Registrar will not exceed 30 days.