



FOREST TIMBER LICENCE FORM

To: **Director of Forests**

(Please (✓) in appropriate box)							
NEW APPLICATION	RENEWAL (LICENCE NO./NAME):						
PART 1 - APPLICANT PROFILE							
INDIVIDUAL	ASSOCIATION	COMPANY	STATUTORY BODY				
NAME							
IDENTIFICATION CARD (IC) NO <i>(Attach copy of IC)</i>							
CORRESPONDENCE ADDRESS							
TELEPHONE NO.							
FAX NO.							
EMAIL							
AUTHORIZED PERSON NAME <i>(Attach copy of Authorization Letter)</i>						TELEPHONE NO. :	
PART 2 - FOR COMPANY / ASSOCIATION / STATUTORY BODY (Please (✓) and submit the copy of documents as below)							
ITEM	COMPANY	ASSOCIATION	STATUTORY BODY				
Companies Act 2016, Section 78 (Return of Allotment of Shares)	✓	✓	✓	✓	✓		
Companies Act 2016, Section 51 (Register of Member)	✓	✓	✓	✓	✓		
Companies Act 2016, Section 58 (Notification Of Change In The Register Of Directors, Managers And Secretaries)	✓	✓	✓	✓	✓		
Trade Licence	✓	✓	✓	✓	✓		
Certificate of Register of Society (ROS)	✓	✓	✓	✓	✓		
Other relevant document (please specify)	✓	✓	✓	✓	✓		
PART 3 - INFORMATION OF AREA APPLIED							
PERMANENT FOREST	STATELAND	ALIENATED LAND	GAZETTED NCR				
LOCALITY <i>Please submit locality map with coordinate</i>							
Lot No. & Land District (If Any)							
Total Area (ha)							
4 - DECLARATION							
I/we hereby declare that all the details furnished in this application form are true and correct to the best of my knowledge at the material time. I/we undertake to inform you that I/we shall be liable for any discrepancies or false declaration.							
SIGNATURE				DATE			
NAME				OFFICIAL STAMP			
POSITION/ DESIGNATION							

CHECKLIST*(Please attach the copies of following relevant documents where applicable (√))*

NO	ITEM	Applicant (√)	(FD use only)
Part A: Supporting Document			
1	Forest Timber Licence Application Form (FTLAF/REV.1/2022)		
2	Copy of Treasury Receipt T304 (Processing fees are non-refundable)		
3	Locality map of area applied with proper coordinates		
4	Copy of applicant's National Registration Identity Card (IC)		
5	Authorization Letter for company representative (if applicable)		
6	Original Forest Timber License document (for renewal only)		
7	Others (please specify)		
Part B: Application by Company/Association/Statutory Body			
1	Companies Act 2016, Section 78 (Return of Allotment of Shares) / Form 24 (if applicable)		
2	Companies Act 2016, Section 58 (Notification of Change in The Register of Directors, Managers and Secretaries / Form 49 (if applicable)		
3	Companies Act 2016, Section 105 (Form of Transfer of Securities) / Form 32A (if applicable)		
4	Trade License		
5	Certificate of registration from ROS / Verification letter from ROS (if applicable)		
6	Others (please specify)		
Part C: Additional Requirement for Alienated Land			
1	Copy of land title together with latest extract of titles		
2	Copy of landowner/s' IC/s		
3	Letter of Consent from landowner/s (if the applicant is not the landowner)		
4	Tree Enumeration Data (if necessary)		
5	Others (please specify)		
Part D: Additional Requirement for Gazetted NCR Land			
1	Copy of Gazette Notification or supporting document from relevant authority		
2	Minutes of JKKK's meeting (to be endorsed by District Officer)		
3	Approval letter of the Project from Land Development Authority		
4	Joint venture Agreement (Investor/Trustee/Landowner)		
5	Planting plan		
6	Letter of Consent from landowner/s		
7	Tree Enumeration Data (if necessary)		
8	Others (please specify)		

**FOR REFERENCE: RATE OF PROCESSING, ISSUANCE (NEW) AND RENEWAL FEE
(SECTION 48(2))**

TYPES OF FOREST TIMBER LICENCE (FTL)		FEES (RM)			
		ISSUANCE		RENEWAL	PROCESSING (Issuance & Renewal)
Class A	A1: Pre Forest Management Certification	RM 20, 000		RM 20, 000/year	RM 1,000
	A2: Certified Sustainable Forest Management (SFM)			RM 30,000	
	A3: Others			RM 24,000/year	
Class B	B1: Special License	RM 3,000		RM 3,000/year	RM 500
	B2: Occupational Ticket (OT)				
Class C	C1: Belian (BT)	RM 1,000		RM 1,000/year	RM250
	C2: Mangrove (PF)				
Class D	D1: Letter of Authority (LA)	Area (Hectares)	Fees (RM)	No Renewal	RM 100
		≤ 10	RM 100		
		> 10 - ≤ 50	RM 250		
		> 50 - 100	RM 500		
Class E	E1: Licence for Planted Forest	> 5,000	RM 20,000	RM 20,000	RM 1,000
	E2: Licence for Planted Forest (Medium Scale)	> 1,000 - ≤ 5,000	RM 500	RM 3,000	RM 500
	E3: Licence for Planted Forest (Small Scale)	≤ 1,000	RM 100	RM 500	RM 250

For Forest Department Use Only:

PART 1: RECEIVING & CHECKING THE FORM (To be filled by registry officer)

- a) Processing Fee received (Cash/Bank Draft): RM
- b) Treasury Receipt (T304) No:
- c) Name of registry officer:

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Signature

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Date Stamp

Part 2: INSTRUCTION TO PROCESS APPLICATION (To be filled by Head of LID)

a) Received by Head of LID on:

b) Processing Officer (name):

c) Remarks by Head of LID:

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Name

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Signature

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Date