



## FREQUENTLY ASKED QUESTIONS

### EXTENSION OF TIME (EOT) FOR LODGEMENT OF FINANCIAL STATEMENTS FOR FINANCIAL YEAR ENDING 30 SEPTEMBER 2019 UNTIL 31 DECEMBER 2019

“In addition to the moratorium to lodge statutory documents, SSM will grant an extension of time of three (3) months for the lodgement of financial statements for companies with financial year ended 30 September 2019 to 31 December 2019. Companies are required to apply to SSM for record purposes. SSM will also waive the application fee for the application.”

NO.	QUESTION	ANSWER
1.	What is the reason for this initiative?	To enable the company to prepare financial statements and to complete relevant statutory documents as well as to enable audit firms to complete delayed assignments in a more reasonable timeframe.
2.	When can a company with financial year ending from 30 September 2019 until 31 December 2019 begin to apply for an EOT for the circulation and lodgement of its financial statements under this initiative?	Under this initiative, any company with financial year ending from 30 September 2019 until 31 December 2019 can apply for the EOT beginning 9 April 2020.
3.	Will SSM impose any fees for the application of EOT to circulate and lodge financial statements under this initiative?	The fees under this initiative is waived and there is no payment to be made for the EOT application.
4.	How is the application for an EOT to circulate and lodge financial statements made? Can the EOT application be made through MBRS or SSM’s counter?	An EOT application for the circulation and lodgement of financial statements can only be made by sending the application through email to <a href="mailto:eot@ssm.com.my">eot@ssm.com.my</a> . The contents of the

		email application must follow the email format provided in Appendix A.
5.	Can a private company (Sendirian Berhad) apply for an EOT under this initiative?	Yes. The EOT application under this initiative can be made by both private and public companies.
6.	A company with which financial year end can apply for an EOT for the circulation and lodgement of its financial statements under this initiative?	The EOT application can be made by any company with financial year ending from 30 September 2019 until 31 December 2019.
7.	How long will the EOT for circulation and lodgement of financial statements for financial year ending 30 September 2019 until 31 December 2019 be given under this initiative?	The EOT will be for a period of 90 days.
8.	My company's financial year end was on 30 June 2019 and SSM has approved the EOT application for the circulation and lodgement of financial statements prior to the commencement of the Movement Control Order. Can my company apply for an EOT under this initiative?	If your company's application for an EOT to circulate and lodge financial statements was approved by SSM prior to the commencement of the Movement Control Order and your company's financial year end was within 30 June 2019 to 30 September 2019, your company is eligible to make an EOT application under this initiative. Fees paid for EOT application made prior to the commencement of the Movement Control Order are not refundable.
9.	What are some of the examples of the documents or processes involved necessitating the extension of time?	<ul style="list-style-type: none"> <li>(a) Preparation of financial statements;</li> <li>(b) Preparation of directors' report;</li> <li>(c) The auditing process and preparation of auditor's report;</li> <li>(d) Circulation of financial statements to shareholders;</li> <li>(e) Tabling of financial statements at AGM.</li> </ul>

## **APPENDIX A**

**(Please copy this email format and complete all required particulars. Do not attach any document in your email)**

Extension of Time – Circulation and Lodgement of Financial Statements

Company Name:

Company Number:

Financial Year End:

Expiry/last date for Financial Statements (FS) circulation:

Expiry/last date for FS lodgement:

FS circulation date after Covid-19 Initiative (3 months extension):

FS lodgement date after Covid-19 Initiative (3 months extension):

Name of company secretary:

License No/ Membership No.:

SSM Practicing Certificate No: