

APPLICATION LETTER AS MEMBER OF CREST



Date:

CREST
Sains@usm,
Block C, Ground Floor,
No. 10 Persiaran Bukit Jambul,
11900 Bayan Lepas,
Pulau Pinang,
Malaysia.

Dear Director,

CREST Membership Application

With reference to the above, we _____ (company name) _____ (company registration number) are pleased to submit our application to join the Collaborative Research in Engineering, Science and Technology ("CREST"). Please find attached with this letter the following items as stated below:

- i) Application Form (Original Copy)
- ii) Copy of the company's "Certificate of Incorporation"

We hereby understand that the approval of our application is subject to the decision of the Board of Directors of the CREST. Kindly contact the representative as stated below should you enquire any clarifications or once our application has been approved.

Name _____
Designation _____
Telephone _____ Fax _____
E-mail _____

We look forward to the approval of our application as soon as possible.

Yours faithfully,

Name:
Company Stamp:

APPLICATION FORM

We _____ (company name) hereby apply for the following type of membership

(Please tick one):

Core Member

Full Member

Ordinary Member (See below)
(for SMEs only)

Company Details (Based in Malaysia)

Address

Telephone **Fax**

Website

Principal Business Activities **Products & Services**

No. of Employees **Date of Incorporation** **Registration No.**

Primary Company Representative (i.e. Chief Executive Officer, Managing Director, President etc.)

Name **Designation**

E-Mail **Contact**

Parent Company

Name

Address

Subsidiaries (if applicable)

Company Representative to CREST

	Representative	Alternate
Name	<input type="text"/>	<input type="text"/>
Designation	<input type="text"/>	<input type="text"/>
E-Mail	<input type="text"/>	<input type="text"/>

*Any changes to the company representative or the alternate must be communicated to CREST in writing.

With the express permission of the company named above, I am hereby authorized to submit this application on behalf of the company and I certify that the information provided is true to the best of my knowledge.

Authorised Signatory **Company Stamp**

Name **Date**

Note: Invoice for membership payment will be issued once we have processed your application.

FOR CREST OFFICE USE			
Payment Receipt Date	<input type="text"/>	Cheque No. / Remittance No	<input type="text"/>
Approval by Board of Directors	<input type="text"/>	Name of Officer	<input type="text"/>

Table 1: SME Definition

Category	Small	Medium
Manufacturing	Sales turnover from RM300,000 to less than RM15 million OR full-time employees from 5 to less than 75	Sales turnover from RM15 million to not exceeding RM50 million OR full-time employees from 75 to not exceeding 200
Services & Other Sectors	Sales turnover from RM300,000 to less than RM3 million OR full-time employees from 5 to less than 30	Sales turnover from RM3 million to not exceeding RM20 million OR full-time employees from 30 to not exceeding

- A business can qualify as an SME if it meets **either one of the two specified criteria**, namely sales turnover or full-time employees, **whichever is lower**.

Reference: *SME Corp. Malaysia*

CREST Membership (Fees and Privileges)

Class of Members	Core (New category of member)	Full (For all companies)	Ordinary (For SME companies only)
1. Number of members	No limit, by invitation only	No limit	No limit
2. Membership Fees	RM50,000 one-time fee	RM30,000 one-time fee	RM10,000 one-time fee/ RM2,000 per year for 5 consecutive years
3. Access to CREST R&D Grant	Yes	Yes	Yes
4. Representation on the Board of CREST	Yes	No	No
5. Participation on CREST Industry Retreat	Yes	Selectively and by invitation only	No
6. Participation on CREST Advisory Board	Yes	Selectively and by invitation only	No
7. Free Access to CREST Facilities (Meeting Rooms - 3, Collaboration Areas – 1000sq ft, Training Room – 900 sq ft)	Full, depending on availability except for Training Room which is at 20% discount	Full, depending on availability except for Training Room which is at 20% discount	6 times a year Training Room at 20% discount
8. Special Events and Networking	Yes	Yes	Selectively and by invitation only

Note:

Non-members can apply for CREST R&D Grant, but must be a member to be a recipient

1. The above membership package and its content are subject to change at CREST's discretion at any time without prior notice.
2. The CREST Board of Directors, at its discretion, reserves the right to vary the amount of the fee as they deem fit or waive the requirement of the entrance fee for each type of the entrance fee for each type of membership application.