



# BENALEC HOLDINGS BERHAD

200501020529 (702653-V)

## SPONSORSHIP REQUEST FORM

Employee's Name	
Designation	
Department	
Date	
<b>Details of Sponsorship</b>	
Details of the requester  1) Name of the institution/company  2) Name of the personnel who request for the sponsorship	
Purpose of the sponsorship	
Description of the sponsorship	
Estimated or actual value <i>(not exceed RM 1,000)</i>	
Date of the event:	
<b>Employee justification/ declaration to support the sponsorship</b>	
Rationale to support sponsorship	
Is the requester known to the employee	Yes/ No
If the above answer is 'Yes', please describe how long have you known the requester and state any past/ current dealings that the Company/ you have with the requester.	

## Appendix II

I hereby disclosed the information herein with good faith and based on my best knowledge and evaluation, there is no potential conflict of interest on me or possible adverse impact to the Company.

Signature of the Employee:-

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Decision on Sponsorship	
Approve to provide sponsorship or decline	Approve / Decline

Approved by the Compliance Officer:-

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Acknowledged by:

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Head of Department