



MAJLIS PERBANDARAN SIBU

SUBMISSION CHECKLIST FOR

11. BUTCHER SHOP LICENCE

| No. | Proposed Requirement | Qty | Check (✓) |
|-----|--|-----|-----------|
| 1 | Photocopy of Extract of Registration of Business Name from LHDN / District Office OR Photocopy of Borang 9 OR Borang 24 OR Borang 49 from Suruhanjaya Syarikat Malaysia (SSM) if Applicant is a Company | 1 | |
| 2 | Letter of Appointment of Nominee and proof of acceptance of appointment. | 1 | |
| 3 | Photocopy Of Identification Card (Both Sides) OR Copy Of Passport (For Non Sarawakians). | 1 | |
| 4 | Photocopy Of Work Permit for Related Trades (For Non Sarawakians Nominee)- if Applicable. | 1 | |
| 5 | Latest Coloured Passport Size Photograph. | 1 | |
| 6 | Photocopy Of Tenancy Agreement OR Original Letter Of Consent From Land Owner / Premises Owner. | 1 | |
| 7 | Photocopy Of Sale & Purchase Agreement OR Photocopy Of Land Title / Temporary Occupation Lease (T.O.L) | 1 | |
| 8 | Photocopy Of Building Occupation Permit (OP) | 1 | |
| 9 | Photocopy Of The Latest Paid Assesment Bill | 1 | |
| 10 | Scaled Plan Drawn To Scale (minimum A3 Size) of: i. Locality Plan & Site Plan. ii. Floor Layout Plan (showing health requirements) iii. Detail Drawing of Grease Interceptor (food premises only) (Note: Building Plan [Renovation] submission may be required if you had carried out any alteration to the Approved Layout of the Building Plan). | 3 | |

CHECKED BY

.....
NAME :
DESIGNATION :
DATE :



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APPENDIX V

TYPE OF LICENCE

1. **AGENCY FOR THE CONDUCT OR SALE OF ANY LICENCED LOTTERY**
2. **LAUNDRY (For Ground Floor Only and should not involve more than 1 shoplot)**
3. **BARBERS' AND HAIRDRESSERS' SHOP (Air conditioned)**
 - 3a (1-3 Hairdresser Chairs)
 - 3b (4-8 Hairdresser Chairs)
 - 3c (9-15 Hairdresser Chairs)
 - 3d (16-20 Hairdresser Chairs)
 - 3e (21 and above Hairdresser Chairs)
4. **BARBERS' AND HAIRDRESSERS' SALOON (Non Air conditioned)**
 - 4a (1-3 Hairdresser Chairs)
 - 4b (4-8 Hairdresser Chairs)
 - 4c (9-15 Hairdresser Chairs)
 - 4d (16-20 Hairdresser Chairs)
 - 4e (21 and above Hairdresser Chairs)
5. **COFFEE & TEA / FOOD SHOP** (For Ground Floor Only and should not involve more than 1shoplot)
Number of Food & Drink Stalls: _____
6. **FOOD STALL / KIOSK**
7. **CANTEEN** - (School / Commercial)
8. **FRUIT / VEGETABLE**
9. **BEER**
10. **ARRACK** (On / Off Premises)
11. **BUTCHER SHOP**
12. **LIQUOR (WHOLESALE / RETAIL) (ON / OFF PREMISES)**
13. **KAMPUNG SHOP / ISOLATED SHOP / SUNDRY / GROCERIES**



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APPENDIX V

TYPE OF LICENCE

ENTERTAINMENT

14. **AUDITORIUM / HALL**
- 14a Not exceeding 200 seats
 - 14b Exceeding 200 seats but not 400 seats
 - 14c Exceeding 400 seats but not 600 seats
 - 14d Exceeding 600 seats but not 800 seats
 - 14e Exceeding 800 seats but not 1,000 seats
 - 14f Exceeding 1,000 seats but not 1,200 seats
 - 14g Exceeding 1,200 seats
 - 14h Temporary Licence
15. **LOBBY / HALL / OPEN PLACE USED FOR EXHIBITION**
- 15a Floor area exceeding 100 sq. metres
 - 15b Floor area exceeding 100 sq. metres but not exceeding 150 sq. metres.
 - 15c Floor area exceeding 150 sq. metres
 - 15d Temporary Licence
 - 15e Number of Stall / Booth: _____
 - 15f Number of Day: _____
16. **CIRCUS**
Number of Days: _____
17. **FUNFAIR**
Number of Days: _____
18. **FASHION SHOW BY PROFESSIONAL ARTISTES / BEAUTY CONTEST**
- Number of Days:

- Number of Artistes & Contestant:



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STANDARD MINIMUM SITING REQUIREMENTS

| NO | TYPE OF LICENCES : BUTCHER SHOP |
|----|--|
| | MINIMUM SITING REQUIREMENT |
| 1 | Locality – Commercial Floor |
| 2 | Status of the building – Premises with Occupation Permit (OP) |
| 3 | Should not be next to / below a : a) Mechanical workshop / Vehicle Repair/ Spray Shop b) Fertilizer and pesticide, insecticide & chemical shop c) Tyre & Battery shop d) Hardware Shop (selling cement, gypsum board and other powdery product e) Non air conditioned Pet Shop f) Coffee & tea / Foodshop / restaurant / foodstall / kiosk |