



## **GUIDELINES ON CARRYING OUT FACTORING BUSINESS IN LABUAN**

### **1. What is factoring business?**

Factoring business means the business of acquiring debts due to any person as defined under the Labuan Financial Services and Securities Act 2010.

### **2. Who qualifies?**

Applicant should meet the following minimum criteria:

- a. Labuan company incorporated or registered under the Labuan Companies Act 1990;
- b. Factoring companies registered under the Banking and Financial Institutions Act 1989;
- c. Special Purpose Vehicle (SPV) set up to facilitate inter-company factoring transactions; and
- d. No adverse report from any reliable sources.

### **3. How to apply?**

Applicant is required to submit an application for approval to:

Head of Authorisation and Licensing Unit  
Labuan Financial Services Authority  
17th Floor, Main Office Tower  
Financial Park Complex, Jalan Merdeka  
87000 Federal Territory of Labuan, Malaysia

Telephone : 03 8873 2000  
Facsimile no. : 03 8873 2209  
Email : [bplicensing@labuanfsa.gov.my](mailto:bplicensing@labuanfsa.gov.my) (Application)  
[bpu@labuanfsa.gov.my](mailto:bpu@labuanfsa.gov.my) (Guidelines)

The submission should include but not restricted to the following:

- a. the nature of business of the applicant;
- b. the composition of the Board of Directors and senior management of the applicant, prior written approval of Labuan FSA must be obtained for the appointment of directors, controller or CEO;
- c. a business plan detailing the operations and strategies of the applicant with regard to its Labuan entity;
- d. audited financial statements of the applicant for the last two years, if applicable; and
- e. any other information that is relevant to the application.

#### **4. What is required?**

- a. The annual licence fee payable is as specified under the *Labuan Financial Services and Securities (Amendment) Regulation 2022*.
- b. The subsequent payment of annual licence fee is payable on or before 15 January of each year.
- c. Signed declaration by directors and senior staff of the applicant on confidentiality and secrecy.

#### **5. Operational requirement**

The applicant company:

- a. has an option to either set up an office in Labuan or operate through its registered office. However all transactions must be done through Labuan and adequate and proper records and books of accounts must be maintained in Labuan;
- b. must maintain capital sufficient to manage the company's daily operations;
- c. must conduct its business with due diligence and sound principles and comply with the local laws and regulations where it services its clients;
- d. indicate clearly its name on its letterhead, stationery and other documents;

- e. must appoint an auditor;
- f. is to submit to Labuan FSA within three months after the close of each financial year, one copy of its audited annual balance sheet and profit and loss account;
- g. is to provide statistics and information as required by Labuan FSA in relation to prudential information, general business conduct and volume and direction of business in Labuan;
- h. must notify Labuan FSA of any change to its constituent documents, shareholdings, management or business plan; and
- i. any other requirements issued by Labuan FSA from time to time.

**Labuan Financial Services Authority**

*20 June 2025 (Updated)*

*14 May 2019*

*7 April 2000*

*18 December 2015*