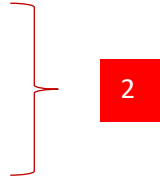


# Apply CMO (LB 1)

- My Account
- Trade Mark
- Patent
- Geographical Indication
- Copyright**
  - Search the CVN Register
  - Apply for a CVN (CR1/CR2)
  - Maintain a CVN
  - Search the CMO Register
  - Apply for a CMO (LB1)**
  - Maintain a CMO
  - Search for Copyright Tribunal
  - Apply a Copyright Tribunal (CT1)
  - Apply a Copyright Tribunal (CT2)
  - Maintain a Copyright Tribunal
- Industrial Design
- Common Request
- Opposition
- Consultations
- Resources and Procedures



**INBOX > APPLY FOR A CMO (LB1)** Logout

Complete the fields below, and press Submit at the bottom right hand corner, to submit your application.  
You can save your application at any stage by pressing Save at the bottom right hand corner.  
All fields marked with need to be completed.  
For further information please refer to the Copyright section of this website.

**Your saved CMO requests**  
If you have a saved application that you wish to complete, press Select below and choose it from your list.  
[Select](#)

**Reference**  
**Client Reference**

**Contact**

**Identity**  
Identify who the applicant is for this application. If you or your organisation are the applicant then select that you are applying in your own right. If not then you are acting as an agent. Select whether you're acting for your own right, as an agent or as a legal representative, where appropriate addresses will be populated accordingly.  
I am acting :  Representative

**CMO Information**

- Memorandum and Article of Association [Add](#)
- Constitution [Add](#)
- List of Copyright Owner / Members [Add](#)
- Members Mandate / Deed of Assignments [Add](#)

**Payment**

1 Fee(s)

Fee Description	Fee Amount	Total
LB1 - CMO Application	1000.00	1000.00
<b>Total</b>	<b>1000.00</b>	<b>1000.00</b>

**Information**

Mode:

[Close](#) [Save](#) [Submit](#)

**Digicert Signature**

ID

PIN

1. The Extra user must login into the system using the given username and password.

2. After log in at Extra, click “Apply for a CMO (LB1)” under Copyright module.

The screenshot shows the 'Your saved CMO requests' form. Red boxes and arrows highlight the following elements:

- 3**: A red box around the 'Client Reference' input field with the text 'test cmo' and an arrow pointing to a red box with the number 3.
- 5**: A red box around the 'I am acting' dropdown menu set to 'Representative' and a search bar below it, with an arrow pointing to a red box with the number 5.
- 7**: A red box around the 'Correspondent' table header, with an arrow pointing to a red box with the number 7.

Id	Name	Agent Number	Address(es)	Remove
960409025982	Nurul Syazwani binti Saifuddin	MYA/2021/0006	blok d-4-13, ppr pantai ria, jalan pantai dalam Bangsar 59200 Kuala Lumpur (MY)	

Id	Name	Address	Town	Post Code	State	Country
960409025982	Nurul Syazwani binti Saifuddin	blok d-4-13, ppr pantai ria, jalan pantai dalam	Bangsar	59200	Kuala Lumpur	MY

3. For tab “Reference”, insert the reference for the application that need to be complete. (not mandatory, only for future reference)
4. The Applicant can only be a Company (not a Person).
5. A Representative is mandatory
6. The Representative can only be a Person (not a Company). [identity field]
7. The Correspondent (Case Contact) is the Representative.

The screenshot shows the 'CMO Information' form. Red boxes and arrows highlight the following elements:

- 10**: A red box around the 'Fee(s)' table, with an arrow pointing to a red box with the number 10.
- 11**: A red box around the 'Digicert Signature' field, with an arrow pointing to a red box with the number 11.

Fee Description	Fee Amount	Total
LB1 - CMO Application	1000.00	1000.00
<b>Total</b>	<b>1000.00</b>	<b>1000.00</b>

8. Extra user can attach document that may be needed for the application.
9. Extra user needs to click Add button to add the document.

10. Applicant would be able to make payment on-line using payment gateway FPX. User can choose to pay using:
  - a) Debit Card (Local Bank)
  - b) Credit Card
  - c) Applicant require to login to the selected bank to make payment if method (a) or (b) selected.
11. For DigiCert Signature section, user is required to insert the ID which is the Identity Card or passport when applying the roaming certificate and DigiCert pin at the field provided. The function of DigiCert is as replacing the user's signature.
12. Click Close button to close the application form.
13. Click Save button to save the application or if the user wishes to continue complete the form in next time.
14. Click the Submit button to submit the application into the system.

