



FMM
FEDERATION OF MALAYSIAN
MANUFACTURING

FMM SABAH

BUSINESS PROMOTION PACKAGE 2026

BACKGROUND

Occasionally, FMM is approached by third parties requesting for a platform to create awareness and market their products/services to FMM members. FMM views some of these requests as useful forums to provide members with knowledge of relevant products and services in the market.

FOR MORE INFORMATION, please contact:

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FMM Sabah Branch

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www.fmm.org.my

Guidelines for the FMM Business Promotion Package

1. Package is open to all FMM members and non-members.
2. Topics and products/services must be relevant to FMM members and should not in any way compete with products/services offered by FMM and its subsidiaries.
3. Topics need not be generic since the event is financed entirely by a promoting company and FMM members attend for free. It is an open promotion.
4. Packages can be customised to suit promoting company's needs.
5. Offer of FMM tools such as advertisements, website banners and email blasts must first be checked with the Division/Unit in-charge before confirming inclusion into a business promotion package, primarily to ensure availability.
6. A holding deposit equivalent to 50% of the estimated package cost together with the signed copy of the **Booking Form** is required. FMM reserves the right to cancel the event if the remaining balance payment is not made to FMM one week before the event.
7. FMM does not make payments to hotels and advertisers on behalf of the promoting company. All payments to these third parties must be paid directly by the promoting company.
8. FMM does not provide any guarantee of attendance.
9. FMM would require complete information (proposed agenda, synopsis, speakers' profile etc) at least 8 weeks prior to the proposed event date.
10. FMM only provides a platform to address members, which cannot be exploited to imply that FMM had endorsed the product/service.
11. FMM logo shall not be used in all materials, whether printed or online, related to the business promotion package.

Note : The proposed FMM Business Promotion Package does not include the other branches as the branches have a different set of facilities and costs due to geographical location. The branches would revert with their proposed package at a later date (following the guidelines from the FMM Business Promotion Package).

Promo Package	Duration	Venue	Price (RM)		Description of Package	
			Member	Non-member	FMM's responsibilities	Company's responsibilities
A	HALF DAY Rate excludes 8% SST	Overall			1. Promote event to FMM members 2. Registration of participants 3. Emcee (optional) 4. Print & circulate seminar papers (not more than 30 pages, printed front & back - if more than 30 pages, additional charge per page) 5. Participants' list - name, company & job title	Provide FMM with: 1. Speakers 2. Programme 3. Inputs for circular/brochure content 4. Seminar presentation paper for photocopying 5. Hand-out materials including company collaterals, door gifts, if any
		FMM Office	2,500	4,500	1. Laptop & projector 2. Table to display company's collaterals 3. Sweets & bottled drinking water (1 bottle per participant) 4. 1 coffee/tea break with 2 snacks 5. Lunch, if required, "as charged" by caterer Package is for maximum of 25 participants, additional charges per pax for refreshment and printing	Own display materials, including standees & buntings, if available
		External Venue within Kota Kinabalu	1,500	3,500	1. Transport seminar papers to hotel Package is for maximum of 50 participants. If more than 50 participants, there will be additional charges per pax for printing seminar papers	Liaise directly with the hotel & bear all hotel charges

Promo Package	Duration	Venue	Price (RM)		Description of Package	
			Member	Non-member	FMM's responsibilities	Company's responsibilities
B	FULL DAY Rate excludes 8% SST	Overall			1. Promote event to FMM members 2. Registration of participants 3. Emcee (optional) 4. Print & circulate seminar papers (not more than 30 pages, printed front & back - if more than 30 pages, additional charge per page) 5. Participants' list	Provide FMM with: 1. Speakers 2. Programme 3. Inputs for circular/brochure content 4. Seminar presentation paper for photocopying 5. Hand-out materials including company collaterals, door gifts, if any
		FMM Office	4,000	6,500	1. Laptop & projector 2. Table to display company's collaterals 3. Sweets & bottled drinking water (1 bottle per participant) 4. 1 coffee/tea break with 2 snacks 5. Lunch, if required, "as charged" by caterer Package is for maximum of 25 participants, additional charges per pax for refreshment and printing	Own display materials, including standees & buntings, if available
		External Venue within Kota Kinabalu	3,000	5,500	1. Transport seminar papers to hotel Package is for maximum of 50 participants. If more than 50 participants, there will be additional charges per pax for printing seminar papers	Liaise directly with the hotel & bear all hotel charges

Promo Package	Other FMM Tools	Unit & Target	Price (RM)		Description of Package	
			Member	Non-member	FMM's responsibilities	Company's responsibilities
C	WEBINAR Rate excludes 8% SST	Live Webinar via FMM Zoom (4 hours including Q & A Session)	1,500	3,500	1. Promote event to FMM members 2. Registration of participants 3. Emcee (optional) 4. Circulate webinar materials to participants (end of webinar) 5. Participants' list-name, company and job title Package is for 100 participants. If more than 100 participants, additional hosting charges will apply	Provide FMM with: 1. Speakers 2. Programme 3. Inputs for circular/brochure content 4. Webinar presentation papers and/or videos 5. Any materials including online company collaterals, online and offline vouchers/gifts, if any
	<u>Cancellation and Postponement Policy:</u> If an event is cancelled by the promoting company for whatever reasons, including low participation (i.e. less than 20 participants), a fee of RM2,000 (member) and RM2,500 (non-member) would be charged on the company. Postponement of the event for whatever reasons is allowed for ONE time only.					

Promo Package	Other FMM Tools	Unit & Target	Price (RM)		Description of Package	
			Member	Non-member	FMM's responsibilities	Company's responsibilities
D	Advertisement in Biz in Action	Full page (A4 size) 1 insertion Run-of-page	3,000	3,800	Print and circulate to members	Artwork in high resolution or colour separated positives with progressive proof
E	Advertisement in FMM Directory	Full page (A4 size) 1 insertion Product & Service Catalogue Section	3,500	4,100	Print and circulate to members	Artwork in high resolution or colour separated positives with progressive proof
F	Web Banner (FMM Net) and Weekly e-Bulletin	FMM Net '1-in-a row' banner (1 month)	2,899 + 1 free e-Bulletin insertion	3,200	Insert company's banner onto FMM Net and e-Bulletin	- Artwork in JPEG or animated GIF (705pxW x 66pxH) - Provide link to target website
		FMM Net '1-in-a row' banner (1 month) + e-Bulletin side panel (2 insertions)	3,800 + 2 free e-Bulletin insertions	4,800 + 1 free e-Bulletin insertion	Insert company's banner onto FMM Net and e-Bulletin	<u>For FMM Net</u> - Artwork in JPEG or aminated GIP (705pxW x 66pxH) - Provide link to target website <u>For e-Bulletin</u> - Artwork in JPEG or non-animated GIF (705pxW x 66pxH) - Provide link to target website
Bundling Option*				Price (RM)		
				Member	Non-Member	
Full page advertisement in Biz in Action				1,800	2,600	
Full page advertisement in FMM Directory				3,000	3,800	

**Bundle means purchasing two or more of the above promotion packages (A, B, C, D, E & F) together.*

NOTE : Promotion packages can be further customised at FMM's discretion to suit Partner's needs and requirements. FMM reserves the rights to update these offers as and when it is suitable.

**FEDERATION OF MALAYSIAN MANUFACTURING**

(Formerly known as FEDERATION OF MALAYSIAN MANUFACTURERS)

(A Company Limited by Guarantee) 196801000309 (7907-X)

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Website: www.fmm.org.my

FMM BUSINESS PROMOTION PACKAGE – BOOKING FORM

Yes, we confirm our acceptance of the following business package(s):

Business Promo Package (Select whichever applicable)		Price (RM)		Sub-Total (RM)
		Member	Non-member	
A – Half day	FMM (with 1 coffee break) (Lunch as per caterer's quotation) *Please (/) if required. Quote provided separately ☐ Lunch quotation	2,500	4,500	
	Hotel	1,500	3,500	
B – Full day	FMM (with 2 coffee breaks) (Lunch as per caterer's quotation) *Please (/) if required. Quote provided separately ☐ Lunch quotation	4,000	6,500	
	Hotel	3,000	5,500	
C – Webinar	Live Webinar via FMM Zoom (up to 4 hours)	1,500	3,500	
D – Advertisement in Biz in Action	Full page (A4 size) 1 insertion Run-of-page	3,000	3,800	
E – Advertisement in FMM Directory	Full page (A4 size) 1 insertion in Product & Service Catalogue Section	3,500	4,100	
F – Web Banner & e-Bulletin	FMM Net "1-in-a-row" banner (1 month)	2,899 + 1 free e-Bulletin insertion	3,200	
	FMM Net "1-in-a-row" banner (1 month) + e-Bulletin side panel (2 insertions)	3,800 + 2 free e-Bulletin Insertions	4,800 + 1 free e-Bulletin insertion	
Others	Promoting via email blast, WhatsApp, Fb and other social media platform.			
Bundling Discount				
Total Payable				

Payment Term: FMM requires the signed copy of this form to secure your booking. Remaining balance must be made within one week BEFORE the event.

Tax invoice to be issued upon receipt of booking form. **Rated quoted are excludes of 8% SST charges.**

☐**Bank transfer (Please forward us the payment advice).**Bank Account Name: **Federation of Malaysian Manufacturing**Bank Account No.: **0100-1303-4586 (Malayan Banking Berhad)**☐

Enclosed cheque/bank draft No _____ for RM _____ being 50% deposit.

Billing Information

Name: _____ Designation: _____

Company: _____ Proposed event date: _____

Address: _____

Email: _____ Proposed Event Venue: _____ Tel: _____

Date: _____

Company stamp:

Making Malaysian Industries Globally Competitive
Transparency • Integrity • Accountability • No Corruption

