



CORPORATE MEMBERSHIP APPLICATION FORM

*All fields marked * must be completed. Please type or use capital letters.*

Corporate Unit

Company :
Department (if applicable) :
Associated Companies (if applicable) :

Contact Details of Membership Coordinator*

***Name** :
Title :
***Address** :
***Phone** :
Fax :
***Email** :

**The Membership Coordinator is your organisation's point of contact for the HKCCA to communicate with regarding corporate membership matters.*

Membership fees: The cost of corporate membership is HK\$250 times the number of lawyers covered (minimum of 6, no maximum). The membership year runs from 1 September to 31 August. Applications for membership in the period 01 May to 31 August are entitled to a 50% discount.

Upon receiving this completed form, we will issue an invoice to the Membership Coordinator along with payment instructions. Please indicate to whom the invoice should be addressed.

Please invoice: _____.

Please note:

1. corporate membership will not be refundable in any event and no refunds for any person who resigns his/her individual membership due to being included in corporate membership
2. individuals can be removed from the corporate membership list at any time by written notice to the HKCCA
3. individuals can be added the corporate membership list at any time by written notice to the HKCCA
4. there will be no additional fee for new members introduced by the corporate during the membership period (ie. new employees join for free).



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Name of company:

Name	Email	Position/Title	Telephone
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

To benefit from Corporate Membership, there must be a minimum of 6 lawyers listed above. For more than 12, kindly provide names with other details on a separate list.

☐

Please check this box if you do not wish this information to appear in the Members' Directory, which may be available for viewing only on the Members' section of the website.

Total payment due: HK\$

Payment mode: *Cheque/Bank Transfer/ Internet Transfer/PayPal (*pls circle as applicable)

Bank/Cheque No. for payment by cheque:

We declare that all the above information is true and correct and confirm our agreement, upon approval of our membership application, to be bound by the HKCCA's By-laws (available at www.hkcca.net).

Signed: _____ Date: _____

Privacy Collection Statement:

The above data collected from you will be processed, kept and used by the HKCCA for purposes related to the HKCCA's activities. It may be disclosed to other members and third parties in connection with such purposes. The HKCCA may not be able to consider and process your membership renewal without the data. You may access and correct your data at any time by writing to the Secretary of the HKCCA.



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Payment methods:

1. **Send a cheque** payable to "The Hong Kong Corporate Counsel Association" together with your completed membership renewal form to:

The HKCCA Administrator
PO Box No. 895, General Post Office
Hong Kong

2. **Make a transfer on the internet for HK\$500 to the account listed below**, print off the completed transfer information from your bank's website and then scan and email it together with your completed membership renewal form to the HKCCA Membership Services at HKCCAmembership@intellitrain.biz.

HKCCA account details:

Account Details: Bank of China Account Number 012-875-1-126416-5
Account Name : The Hong Kong Corporate Counsel Association

3. **Credit card payment may also be made online via PayPal.** To do so, simply complete this form and email it to HKCCAmembership@intellitrain.biz, indicating that payment will be made via PayPal. An email invoice will be sent to your membership coordinator's email address to facilitate credit card payment via PayPal.

If you have any queries, please contact:

HKCCA Membership Services

T: (852) 3667 9205

F: (852) 3667 9002

E: HKCCAmembership@intellitrain.biz

www.HKCCAmembership.intellitrain.biz

**Return this form to HKCCA Membership Services
at HKCCAmembership@intellitrain.biz**

**Or post to:
PO Box 895, General Post Office, Hong Kong**

For Office Use Only
Membership Number: