

HKACE Corporate Membership Application Form

Section 1: Corporate Information			
Name of Company	(English)		
	(中文)		
Address	(in English)		
	(中文)		
Business nature (please tick the appropriate box)	<input type="checkbox"/> Catering/Hospitality <input type="checkbox"/> Consultancy/PR <input type="checkbox"/> Education <input type="checkbox"/> Entertainment <input type="checkbox"/> Finance/Insurance/ Real Estate <input type="checkbox"/> Government <input type="checkbox"/> IT/Communications <input type="checkbox"/> Logistics/Transportation <input type="checkbox"/> Property <input type="checkbox"/> Public Utilities <input type="checkbox"/> Textiles & Garment <input type="checkbox"/> Trading/Retail/Wholesale <input type="checkbox"/> Others: (please specify) _____		
Date of Formation		Number of staff	
Business registration		Telephone	
Website		Fax	

Section 2: Authorised Representative			
Name	(in English)		
	(中文)		
Salutation	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms		
Position			
Department			
Telephone		Fax	
Email			

Section 3: Alternative Representative (main contact person/co-coordinator)			
Name	(in English)		
	(中文)		
Salutation	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms		
Position			
Department			
Telephone		Fax	
Email			

Section 4: Application Information (attach separate sheet if required)	
1. Please describe your company's service strategy.	
2. In what way(s) can your company contribute/sponsor on HKACE activities? E.g. sponsoring event venues, F&B for special events, hosting site visits for HKACE members, etc.	
3. Which of the following committee(s) will your company be able to join as a committee member to implement annual events/programs? a. Awards b. Communication & Partnership c. Membership d. Research	

Section 5: Membership Application									
Fees	Admission Fee: HK \$20,000 Annual Membership Fee: HK \$25,000 Annual Membership Fee Pro-rata for joining year: <table style="margin-left: 20px; border: none;"> <tr> <td style="padding-right: 10px;">HK \$25,000</td> <td>(join between 1st Jan to 31st Mar)</td> </tr> <tr> <td style="padding-right: 10px;">HK \$18,750</td> <td>(join between 1st Apr to 30th Jun)</td> </tr> <tr> <td style="padding-right: 10px;">HK \$12,500</td> <td>(join between 1st Jul to 30th Sep)</td> </tr> <tr> <td style="padding-right: 10px;">HK \$6,250</td> <td>(join between 1st Oct to 31st Dec)</td> </tr> </table>	HK \$25,000	(join between 1 st Jan to 31 st Mar)	HK \$18,750	(join between 1 st Apr to 30 th Jun)	HK \$12,500	(join between 1 st Jul to 30 th Sep)	HK \$6,250	(join between 1 st Oct to 31 st Dec)
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Referee (optional)	Name								
	Position								
	Company								

Section 6: Declaration		
We hereby apply to join as a Corporate member of The Hong Kong Association for Customer Service Excellence Limited (HKACE) and agree to abide by the rules of conduct and ethics of HKACE in force from time to time. We understand HKACE may refuse to accept any application for membership and is not bound to state the reason for so doing.		
Date	Authorized Signature	Company Chop
	Name: Position:	

Notes:

1. Please submit the completed application to the following address:

Membership Committee
Hong Kong Association for Customer Service Excellence
GPO Box 8800
Hong Kong

2. For enquiry:

Telephone: (852) 8100 9978
 Fax: (852) 8100 9986

Email: general@hkace.com.hk
 Website: www.hkace.com.hk

3. The HKACE Executive Committee will consider and approve application received at its monthly meeting. Processing of applications normally takes about 4-8 weeks depending on the time of submission. Successful new member applications will be notified by email.
4. The term of year is from 1st January to 31st December.
5. The fees required for Corporate Member are as follows:
 - Admission Fee: HK \$20,000
 - Annual Membership Fee: HK \$25,000

Annual Membership Fee Pro-rata for joining year:	Annual Membership Fee in HK\$
Join between 1 st Jan to 31 st Mar	\$25,000
Join between 1 st Apr to 30 th Jun	\$18,750
Join between 1 st Jul to 30 th Sep	\$12,500
Join between 1 st Oct to 31 st Dec	\$6,250

6. The annual subscription fee for the first year will be on pro-rata basis subject to the time of joining.
7. The second and subsequent annual membership fee (for the period from 1st January to 31st December of each calendar year) shall be due for payment on 1st January of each calendar year or on such other date(s) as the Executive Committee may from time to time determine.
8. The membership fee is non-refundable.
9. No cheque payment to be sent at this stage.
10. Application form will not be returned to unsuccessful applicants.
11. Personal data collected will be used for purposes relating to the administration of membership application, compilation of membership statistics and general mailing activities. They are not intended to be used for commercial mass contact purpose and will be treated as strictly private and confidential.