

INSTRUCTIONS FOR APPLICATION FOR MEMBERSHIP

1. General

- a. All applications shall be completed in full and must be accompanied by the payment and appropriate documents.
- b. Any false declarations, whether on the part of the applicant or the proposer(s), may lead to disciplinary and/or legal action.
- c. The Association is not bound to give any reason for their refusal to admit any person to membership, or to transfer a person from one class of membership to another. Any applicant who is refused admission shall not be legible to reapply within twelve calendar months from the date the application of rejection.
- d. Applications which do not meet the full requirements of the by-laws of the Association will not be considered. The Association reserve the right not to consider any applications should the required information is not disclosed by the applicant.

2. Qualifications for Various Classes of Membership

- a. Application for the class of Corporate Member shall be a company registered Hong Kong. Please provide a copy of your Business Registration certificate for verification. Corporate members have up to four nominees.
- b. Application for the class of Individual Member shall be person over 18 years of age resident in Hong Kong. Please provide a copy of your Hong Kong ID card for verification.
- c. Application for the class of Institutional / NGO will not enjoy voting rights and shall be an organisation interested in the objectives of the Association who is not a corporation.
- d. Application for the class of Student Member shall be person over an individual under 30 years of age, and be a student in a college or university preferably of technical discipline. Please provide a copy of your student card for verification.

3. Annual Membership Fee

- a. All applications must be accompanied with the required membership fee. The membership fee is not refundable, except in the event that your application is refused.
- b. HAESCO membership fee in accordance with the following table:

Membership Class	Joining Fee HK\$	Annual Renewal HK\$
Corporation		HK\$ 4,800
Individual		HK\$ 1,200
Student		HK\$ 100
Institutional / NGO	NIL	NIL

- c. Your membership fee shall cover a twelve consecutive month period from April through to the following March. If a member joins during the HAESCO year:
 - i. When a member joins the Association between 1st September and 31st December inclusive, the member shall pay 50% of the appropriate fee for the remaining membership year.
 - ii. When a member joins the Association after 01 January, the member shall pay the full fee, but will enjoy membership commencing from application date through to following 31st March (up to a maximum of 15 months).
 - iii. Thereafter, the regular renewal fee shall be paid.
- d. Application for membership must be supported by at least two proposers being members of the Association.
- e. Any member shall be liable to pay the annual membership fee for the ensuring year upon admission into membership and upon expiry of the annual membership fee for the current year.
- f. The completed membership application form, and payment should be sent by post to:

Membership Committee
Hong Kong Association of Energy Services Companies Limited
c/o Hong Kong Productivity Council
Environmental Management Division,
HKPC Building,
78 Tat Chee Avenue,
Kowloon, Hong Kong

4. About HAESCO

- a. For more information about HAESCO, our events and activities visit the HAESCO website: <http://www.haesco.hk>

5. Communications

- a. The primary means of communication shall be email.

6. Data Privacy

- a. The applicant agrees that all provided data shall be used by the Association for processing the application and if applicant is successful for all future communications.

HAESCO Membership Application Form 會員申請表格

IMPORTANT:

Please read the "Instructions of Application for Membership" carefully before completing this form.

Please write clearly in **BLOCK CAPITAL LETTERS**

Choose Membership Classification 請選擇會員分類

Check the desired classification:

- Corporation (Firms Only) 公司 (企業版) Individual 個人
- Institutional / NGO 機構/非政府組織 Student 學生

Organisation Membership 組織會員

For Corporation, international, institutional and NGO's membership application please complete this section of the form:

Organisation Name (English): 組織名稱 (英文):	Organisation Name (Chinese): 組織名稱 (中文):
Correspondence Address: 通訊地址:	
Street: 街道:	District: 地區:
Country: 城市:	Nature of Business (業務性質): <input type="checkbox"/> ESCO <input type="checkbox"/> Consultant <input type="checkbox"/> Vendor <input type="checkbox"/> Other please specify: _____
Business Registration Number (please enclose copy of Business Registration Certificate): 商業登記號碼(請附上副本)	
Representative Family Name: 組織代表英文姓氏:	Representative Given Names: 組織代表英文名字:
Representative Chinese Name: 組織代表中文全名	Position / Title: 職位/頭銜:
Daytime Phone number: 日間聯絡電話:	Fax Number: 傳真號碼:
Mobile phone Number: 手提電話:	e-mail Address: 電郵地址:

Individual Membership 個人會員

For Individual membership application please complete this section of the form:

Family Name (English): 姓氏(英文):	Given Name (English): 名字(英文):
Name (Chinese): 全名(中文):	HKID Passport / Number: 身份證號碼:
Correspondence Address: 通訊地址:	
Street: 街道:	District: 地區:
Country: 城市:	e-mail Address: 電郵地址:
Daytime phone number: 日間聯絡電話:	Fax Number: 傳真號碼:
Mobile Phone Number: 手提電話:	Nature of Business Interest (業務性質): <input type="checkbox"/> ESCO <input type="checkbox"/> Consultant <input type="checkbox"/> Vendor <input type="checkbox"/> Other please specify: _____

Student Membership 學生會員

For student membership application please complete this section of the form:

Family Name (English): 姓氏 (英文):	Given Name: (English): 名字(英文):
Name (Chinese): 全名 (中文):	Student card number (please enclose a copy of your student card): 學生証號碼 (請附上副本)
Correspondence Address: 通訊地址:	
Street: 街道:	District: 地區:
Country: 城市:	e-mail Address: 電郵地址:
Daytime phone number: 日間聯絡電話:	Fax Number: 傳真號碼:
Mobile Phone Number: 手提電話:	

Declaration 聲明

I / We hereby certify that the information given in this application is true and correct and agree to be governed by the articles and by-laws of the Association, as updated from time to time by the HAESCO board

Authorized Signature with Company Chop / Applicant's Signature: 組織授權代表人簽署及公司蓋印: / 個別申請人簽署	Date (dd / mm / yy): 日期 (日/月/年):
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PLEASE PRINT IN BLOCK CAPITALS:

Name of Authorised person / Individual Applicant 組織代表/個別申請人姓名:	Position of Authorized Person (not applicable to individual or student member) 申請人職位: (不適用於個人或學生申請)
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Proposers 推薦者

Every application for membership must be supported by at least two Directors of the Association:

1 st Proposer Name: 推薦者名稱:	Signature: 簽署:
2 nd Proposer Name: 推薦者名稱:	Signature: 簽署:

Checklist 清單

- Completed application form 已填妥的申請表
- Crossed payment cheque 劃線支票付款
- For Corporations – a copy of Business Registration Certificate 適用於公司或機構-商業登記證副本
- For Individuals – a copy of HKID Card or Passport 個人-身份證或護照副本
- For NGO - proof of charity status 非政府組織-慈善狀況證明

For HAESCO Office Use Only 工作人員專用

<input type="checkbox"/> Payment	<input type="checkbox"/> AF	<input type="checkbox"/> ID	<input type="checkbox"/> BR	<input type="checkbox"/> SC
Date Received (dd / mm / yy):	Paid Amount (HK\$):		Cheque Number:	
Name of Bank:	Signed Membership Committee:		Approved Date (dd / mm / yy):	
Receipt Number:	Membership Number: HM/2009/			