VICTORIA RECREATION CLUB (ESTABLISHED 1849)

Chairman: Wu Kam Shing Deputy Chairman: Christopher Yee Hon. Treasurer: Vernon Moore Hon. Secretary: Gordon Loch



E-Mail: info@victoriarecreationclub.com.hk Telephone: 2178 2221 / 2178 2222

Facsimile: 2178 2498

Mail: Room 906, Technology Plaza,

651 King's Road

Quarry Bay, H. K.

EMERALD BAY SALKUNG- NEW TERRITORIES DEEPWATER BAY - HONG KONG ISLAND

Application for Cancellation of Membership (S)

For members wishing to cancel a membership(s) please follow the instructions and procedure listed below.

Before cancelling your membership/s - Please note that the club has an absent membership policy that can be enacted before cancelling. Please contact our administration department on admin@victoriarecreationclub.com.hk or call 2178-2222 for further absent membership details.

If an absent membership is not applicable, please follow the instructions below to cancel your membership.

Procedure

- Please fill out all of the details on the below form. 0
- Note please give at least 2 month notice ahead of a quarterly billing date, 1 quarter fee will be charged for 0 insufficient notice time.
- Please email the completed form to the following email addresses- gm@victoriarecreationclub.com.hk, 0 $admin@victoriarecreationclub.com.hk\ \&\ info@victoriarecreationclub.com.hk$
- Alternatively, one can mail the form to our office address "9th floor, Room 6, Technology Plaza, 651, King's Road 0 Quarry Bay, HK.
- Please list and specify any other arrangements. 0

The club will process your cancellation application and inform you when you membership(s) has been cancelled.

1) Details of membership(s) to be cancelled

Member #	Name in Full	Proposed Date of Cancellation	any other arrangement/request
Reason(s) for can	celling your Membership(s)		
2) Boat/SUF	P Spaces/ storage		

2)	Boat/	SUP S	paces/	storage
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I have an issued boat/sup space Yes / No

Boat space details- Please tick of circle

DWB / EMB Stored at

A /B /C /D /E Craft Type

Boat rack number(s)

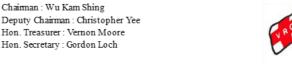
Affiliated to: Sports Federation & Olympic Committee of Hong Kong, China

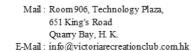
Hong Kong Amateur Swimming Association Ltd.

Life Member: The Royal Life Saving Society, England

VICTORIA RECREATION CLUB

(ESTABLISHED 1849) (INCORPORATED 1964)





E-Mail: inio@victoriarecreationclub.

Telephone: 2178 2221 / 2178 2222 Facsimile: 2178 2498

Returned to

EMERALD BAY, SAI KUNG – NEW TERRITORIES DEEPWATER BAY – HONG KONG ISLAND

I acknowledge all craft have be removed from the club premises on (if yes, please date) Yes / No

Date of removal

- Please note, that any unremoved craft stored at the club houses after the cancellation date of your membership, the VRC has full right to dispose/ use / sell the craft without prior notice.
- Any cost incurred for craft disposal should be borne by ex-member(s).

3) Outstanding Billing

Please settle any outstanding account balance with VRC before the cancellation date of your membership.

 Please email the bank slip or copy of payment instruction to email addressesgm@victoriarecreationclub.com.hk, admin@victoriarecreationclub.com.hk & info@victoriarecreationclub.com.hk

Date

O Alternatively, one can send a copy of the bank slip and or instructions, or cheque to our office address " 9th floor, Room 6, Technology Plaza, 651, King's Road Quarry Bay, HK.

Account settlement information- Please fill in

Amount Paid	Date	Settled by
		Cheque / bank deposit/bank transfer

4) Membership Cards

Number of cards returned

All membership cards must be returned to the VRC

		DWB / EMB / Quarry Bay
5) Signature	e	
I confirm all the	e details in the form are correct	
Name		Membership Num
Date	Signature	
For Office use of	whe	

Action required	Date	Comments	Staff signature
Completed Cancellation form rec'd on			
Verify with TMF for the account situation			
If unsettled, follow up with member			
Outstanding account settled on			
Physically check the boat space			
Update the boat storage record			
Acknowledge receipt of return card			
copy of completed form to TMF for record			
Member informed – membership Cancelled			

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