

# VICTORIA RECREATION CLUB

(ESTABLISHED 1849)  
(INCORPORATED 1964)



EMERALD BAY, SAI KUNG - NEW TERRITORIES  
DEEP WATER BAY - HONG KONG ISLAND

Office address :  
Unit 3, 29/F, Metropole Square,  
No.2 On Yiu Street, Shatin  
New Territories, Hong Kong SAR

Phone : 2178 2221/ 2178 2222  
Email : [info@vrc.com.hk](mailto:info@vrc.com.hk)  
[www.vrc.com.hk](http://www.vrc.com.hk)

## **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 [mmm@vrc.com.hk](mailto:mmm@vrc.com.hk) or call 21782222 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 form below.
  - Note – please give at least 2 full months' notice ahead of a billing date, 1 quarter fee will be charged for insufficient notice time.
  - Please email the completed form to the following email addresses : [gm@vrc.com.hk](mailto:gm@vrc.com.hk) and [mmm@vrc.com.hk](mailto:mmm@vrc.com.hk)
  - Alternatively, one can mail the form to our headquarters' address

**Victoria Recreation Club - Hong Kong**  
**Unit 3, 29/F, Metropole Square,**  
**No 2, On Yiu Street, Shatin, New Territories**  
**Hong Kong SAR**

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

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Chair : Martha Levin  
Deputy Chair : Tatjana Baehr  
Honorary Treasurer : Bruno Arboit  
Honorary Secretary : Tatjana Baehr

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Details of Membership(s) to be cancelled :	
Membership Number	(please state all the membership numbers issued to you)
Full name/s (please fill where applicable)	Main Member:
	Spousal/partner member/ membership number :
	Child members/ membership number:
Proposed date of cancellation :	
Reason (s) for cancellation	
BOAT STORAGE (circle your choice where applicable)	
I have an issued boat/SUP storage	Y/N
Boat Storage details :	Which Clubhouse : EMB/DWB?
Boat/Craft Vessel type	
Boat storage number	
I acknowledge all craft have be removed from the club premises on _____ ( if yes, please date)	
Y/N	

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- 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).

## **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 addresses: [gm@vrc.com.hk](mailto:gm@vrc.com.hk), and [mmm@vrc.com.hk](mailto:mmm@vrc.com.hk)
- Alternatively, one can send a copy of the bank slip and or instructions, or cheque to our office address

**Victoria Recreation Club - Hong Kong**  
**Unit 3, 29/F, Metropole Square,**  
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**Hong Kong SAR**

- Account means of settlement :

Amount paid	HKD
Date	
Settled by (choose where applicable)	cheque/bank transfer/bank deposit

## **Membership Cards**

Number of cards return	
Date of return	
Place of return	EMB/DWB/VRC Headquarters

## **Signature of Member :**

I confirm that all the details in this cancellation form are correct. Date : _____	Sign : _____
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