

VICTORIA RECREATION CLUB

Chair: Martha Levin
Deputy Chair: Gary Wu
Honorary Treasurer : Bruno Arboit
Honorary Secretary : William Chiu

(ESTABLISHED 1849)
(INCORPORATED 1964)



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
www.vrc.com.hk

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

APPLICATION FOR CANCELLATION OF MEMBERSHIP

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 smm@vrc.com.hk or call 2178 2222 for further details regarding absent membership.
- If an absent membership is not applicable, please follow the instructions below to cancel your membership.
- Procedure
 - Please fill out all of the details in the form below.
 - Note – please give at least 2 full months' notice ahead of the next billing date. Insufficient notice will require payment equivalent to 3 months' subscriptions.
 - Please email the completed form to the following email addresses : gm@vrc.com.hk and smm@vrc.com.hk
 - Alternatively, the form can be mailed 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.

Details of Membership(s) to be cancelled:

Name of Main Member:		Membership number:	
Name of Spouse/Partner:		Membership number:	
Name of Child/Junior 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 that all craft have been removed from the club premises on: _____ (if yes, please insert date)		Y/N	
Please note that for any craft not removed from the club houses after the cancellation date, the VRC has full right to dispose/ use / sell the craft without prior notice. Any cost incurred for craft disposal should be borne by the 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, and mm@vrc.com.hk

Alternatively, please send a copy of the bank slip and or instructions, or cheque to our office address

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Means of settlement :

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

Membership Cards

Number of cards returned	
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.	
Signature :	Date :