

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 smm@vrc.com.hk

Alternatively, please 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,
No 2, On Yiu Street, Shatin, New Territories
Hong Kong SAR

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 :