

# VICTORIA RECREATION CLUB

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

(ESTABLISHED 1849)  
(INCORPORATED 1964)



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

## APPLICATION FOR ABSENT MEMBER STATUS

This application pertains to members who will be leaving Hong Kong and wish to apply to suspend their membership. Please note that all membership applications must be approved by the Club Secretary.

### Absent Membership Application Criteria:

- A member who intends to leave Hong Kong and will not reside in Hong Kong for a period of not less than twelve (12) months.
- Absent Members are to pay the equivalent of one (1) quarter subscription fee at the prevailing rate for every year of absence away from Hong Kong.
- Payment of the annual Absent Member fee is to be made automatically each year via Direct Debit, which members need to set up prior to departing Hong Kong. If you do not already have a DDA in place with the club, please contact us here for details: [aa2@vrc.com.hk](mailto:aa2@vrc.com.hk)
- Proof of payment or a payment slip must be emailed to the VRC for verification. Failure to pay the required absent member annual fees will result in membership cancellation.
- Members applying for Absent member status are required to send proof of overseas residency such as a utility bill.
- Before departing Hong Kong, membership cards must be returned either to one of the clubhouses or mailed to the office address.
- Members who return to Hong Kong and being reinstated as a resident must contact the VRC to update their details within a three-month period. Failure to do so, may result in membership cancellation.

### 1. Member details. Please include details of Spouse/Partner and any children, if applicable.

Member #	Name in Full	Proposed Date of Suspension	Any other arrangements/request

**2. Boat/SUP Space/Storage** – Must be vacated before absent membership can be activated.

I have an issued boat/SUP space

Boat space details - *Please tick or circle*

Stored at	DWB / EMB
Craft Type – Please indicate -give details	
Boat rack number(s)	
I acknowledge all crafts have been/will be removed from the club premises:	Yes / No
If yes, Date of removal	

For any unremoved craft stored at the club houses after enacting an Absent membership, the VRC has full right to dispose, use or sell the craft without prior notice. Any costs incurred for craft disposal shall be borne by the absent member(s).

**3. Outstanding Billing**

Any outstanding account balances must be settled by the member to the VRC before any absent membership can be enacted.

- Please email the bank slip or payment instructions to the following addresses - [gm@vrc.com.hk](mailto:gm@vrc.com.hk) , [enquiry@vrc.com.hk](mailto:enquiry@vrc.com.hk)
- Alternatively, one may send a copy of the bank slip, payment instructions or cheque to our office address: " Unit 3, 29th Floor, Metropole Square, No.2 On Yiu Street, Shatin, N.T., H.K. "

Account settlement information - Please fill in: Amount

Paid	Date	Settled by

**4. Membership Cards**

All membership cards must be returned to the VRC before an absent membership can be activated.

Number of cards Returned	Date	Returned to

**5. Statement** – I hereby declare that I and if applicable, my dependent applicants will not be living in Hong Kong from the Proposed Date of Suspension mentioned in Point 1 above. Furthermore, I give my consent to allow the club to collect the annual Absent member fee automatically each year via Direct Debit unless otherwise advised by me:

Name in Full	
Signature	

**6. Overseas details**

Country	
New Address	
Email (if different)	
Contact telephone number	

**7. Signature**

I confirm all the details in the form are correct.

Name		Membership No	
Date		Signature	

**For Office use only.....**

<b>Action required</b>	<b>Date</b>	<b>Comments</b>	<b>Staff signature</b>
Completed Absent form received on			
Confirm billings with Accounts team			
Outstanding account settled on			
Physically check the boat rack space			
Confirm Direct Debit is in place			
Update the boat storage record			
Acknowledge receipt of return card			
Inform Accounts of absent member status			
Confirm effective date with member			