

# THE UNIVERSITY OF HONG KONG STAFF ASSOCIATION



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## MEMBERSHIP APPLICATION FORM

Name: (English)\* \_\_\_\_\_ (Chinese)\* \_\_\_\_\_ Sex: \_\_\_\_\_

Staff No.:\* \_\_\_\_\_ ID Card No.: \_\_\_\_\_ Marital Status: \_\_\_\_\_ Terms of Service or Band \_\_\_\_\_

Department:\* \_\_\_\_\_ Post:\* \_\_\_\_\_

Contact Phone No.:\* \_\_\_\_\_ (Office) \_\_\_\_\_ (Mobile) \_\_\_\_\_ (Home)

E-mail address:\* \_\_\_\_\_ Date of First Appointment: \_\_\_\_\_

Correspondence Address: \_\_\_\_\_

**\* Required**

Name of the Associate	Spouse/Children	Date of Birth

- (1) Entrance Fee **\$20.00** (The Entrance Fee is a onetime charge when applying to become a member of this Association.)  
 (2) Annual Subscription (January - December)  
 (a) Full Member **@\$70.00** (The Annual Subscription shall be payable on admission and thereafter in the month of January every year.)  
 (b) Associate **@\$20.00** (The Annual Subscription shall be payable on admission and thereafter in the month of January every year.)

Entrance Fee	Annual Subscription Fee	Associate Fee	<u><b>Total Charges</b></u>
\$	\$	\$	\$

**Terms of Payment:**

\*I / \*I and my immediate family member(s) wish to apply for the \* Full Membership / \*Retired Membership/ \*Associate of The University of Hong Kong Staff Association and hereby authorize the Finance and Enterprises Office of The University of Hong Kong to deduct the following fees from my salary: (\*please delete whichever is inapplicable).

All entrance and annual subscription fees will be deducted from the full member's salary account via the Finance and Enterprises Office, HKU. Unless written notice of withdrawal of membership is received by us on or before December 31 of the preceding year, membership fees for the year following will be automatically deducted in January of the year of membership. All entrance and annual subscription fees once paid are not refundable.

**NOTES :**

- 1) Personal Data provided in this form will be used for processing your application, and for statistical and marketing purposes. The data will be solely handled by HKUSA staff but may be transferred to an authorized third party providing services to the Association in relation to the above purposes and prescribed purposes as allowed by HKUSA and the law from time to time. In all such circumstances data will be treated in strict confidence.
- 2) Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the rights to request access to, and to request the correction of, their personal data. Applicants wishing to access or make corrections to their data, should submit written requests to HKUSA.

**Declaration**

- 1) I declare that all information given in this application form, if any, is to the best of my knowledge, accurate and complete.
- 2) I consent that if become a member, I will conform to the policy and rules of the Association.
- 3) I have noted, understood and agreed to the remarks on the Welcome Gift Promotion and the Terms of Payment stated in this form and the contents of the NOTES about the Association's policy on personal data.

**Method of Communication** Please tick the appropriate box to indicate your choice of communication

I would like to receive the **electronic copy**  **hard copy**  of the HKUSA Newsletter & HKUSA information.

**If you are interested in association work, please tick the appropriate box(es)**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Graphic design  | <input type="checkbox"/> Secretarial/ Clerical | <input type="checkbox"/> Website/ IT Support         |
| <input type="checkbox"/> Editorial Board | <input type="checkbox"/> Sports & Recreation   | <input type="checkbox"/> Departmental Contact Person |

(Rev: 2024/6/12)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

香港薄扶林, 香港大學, 徐展堂樓 5 樓

電話: 3917-2112/4572 傳真: 2517-0755 信箱: 96 電郵: [hkusa@hku.hk](mailto:hkusa@hku.hk) 網址: <https://hkusa.hk/>

## 入會申請表格

姓名 (英文)\* \_\_\_\_\_ (中文)\* \_\_\_\_\_ 性別: \_\_\_\_\_

員工號碼: \* \_\_\_\_\_ 身份証號碼: \_\_\_\_\_ 婚姻狀況: \_\_\_\_\_ 職工服務條例類別或組別: \_\_\_\_\_

部門: \* \_\_\_\_\_ 職位: \* \_\_\_\_\_ 最初受僱日期: \_\_\_\_\_

聯絡電話: \* \_\_\_\_\_ (辦公室) \_\_\_\_\_ (手電) \_\_\_\_\_ (住所)

電郵地址: \* \_\_\_\_\_

通訊地址: \_\_\_\_\_

\* 必須填寫

附屬會員姓名	配偶/子女	出生日期

- (1) 入會費 **\$20.00** (會員於申請入會時才須繳付一次入會費。)  
 (2) 年費 (1月至12月)  
 (a) 會員 **@\$70.00** (申請入會時須繳付首次年費, 往後的年費定期於每年的1月份徵收)  
 (b) 附屬會員 **@\$20.00** (申請入會時須繳付首次年費, 往後的年費定期於每年的1月份徵收)

入會費	會員年費	附屬會員年費	總計
\$	\$	\$	\$

### 有關繳付費用事宜:

\*本人 / \*本人及本人的直系家屬欲申請成為香港大學職員協會之 \*會員 / 附屬會員/退休會員, 並授權香港大學財務部將下列銀碼在本人之薪金內扣除>(\*請刪去不適用者)。入會費及年費將經香港大學財務部於會員的薪金中扣取。會員如欲於下年度退會或即將離職, 請於下年度會籍生效前(即十二月三十一日前)以書面通知本會。否則下年度之會費會在一月份薪金扣除。所有入會費及年費一經收妥, 恕不退還。

### 溝通方式 請於下列方格內加 ✓ 號

本人希望以  電子郵件方式  傳統印刷品方式  收取協會之各項資訊。

### 如閣下有興趣參加協會工作, 請在此欄選擇

- |                               |                                  |                                    |
|-------------------------------|----------------------------------|------------------------------------|
| <input type="checkbox"/> 平面設計 | <input type="checkbox"/> 秘書/文職工作 | <input type="checkbox"/> 網頁編輯及電腦支援 |
| <input type="checkbox"/> 編輯組  | <input type="checkbox"/> 體育及康樂   | <input type="checkbox"/> 部門聯絡人     |

### 注意事項:

- 個人資料將作入會申請、統計、分析及會務推廣等用途。只有香港大學職員協會職員才能處理有關資料, 但亦可能會交由為本會提供有關服務的委託人處理, 而一切資料將受到保密的。
- 根據個人資料(私隱)條例, 申請人有權查閱及更改其個人資料, 如有需要, 請來函本會以便安排。

### 聲明

- 本人聲明本申請表所載一切資料均屬正確, 並無遺漏。
- 本人同意如本人成為會員, 當遵守香港大學職員協會的規例。
- 本人已細閱、明白並同意有關入會申請各事項及香港大學職員協會在處理個人資料的「注意事項」。

簽署: \_\_\_\_\_

日期: \_\_\_\_\_