

Application No. (由本會填寫) \_\_\_\_\_

### Application Form for Member Class of Membership

via	<input type="checkbox"/>	Mature Route	under	<input type="checkbox"/>	Member-Get-Member (MGM) Programme
	<input type="checkbox"/>	Normal Route			
	<input type="checkbox"/>	Direct Membership Referral (DMR) Scheme			

Note: This Form shall also be completed by Applicant seeking transfer/upgrade to Member Class.

(Please read the notes carefully before completing the form)

#### PERSONAL PARTICULARS (in block letters)

Title	Surname	Other Names in Full		Name in Chinese (if applicable)
Mr / Mrs / Ms (Delete as appropriate)				
Date of Birth			HKID Card No.	
Correspondence Address				
Contact Tel. No.	Mobile		Fax No.	
E-mail Address				
HKICM M'ship No. (for transfer case only)			Date Admitted	

#### ACADEMIC AND PROFESSIONAL QUALIFICATIONS / TRAINING

Academic Qualifications / Professional Training		
Degree/Diploma	Name of Examining Body	Date Obtained

<b>Professional Qualifications</b>		
<b>Professional Body/ Government Department</b>	<b>Grade of Membership/ Kind of Registration or Recognition</b>	<b>Date of Election/ Registration/Recognition</b>

*Note: A copy each of the Applicant's academic and/or professional qualifications/registration or recognition documents being certified true and correct shall accompany the completed Application Form.*

## **EMPLOYMENT DETAILS**

<b>Details of Current Employment</b>			
<b>Name of Company / Organization</b>			
<b>Title / Position</b>		<b>Date Joined</b>	
<b>Tel No.</b>		<b>Fax No.</b>	
<b>Address</b>			
<b>Nature / Description of Present Employment</b>			

<b>Details of Working Experience in Chronological Order (for the past 10 years)</b>				
<b>Date</b>	<b>Company/Organization</b>	<b>Country</b>	<b>Position Held</b>	<b>Nature of Employment/ Job Description</b>

## NOMINATIONS

- Notes:**
1. For application via Mature and Normal Route, signatures of 4 Corporate Members, of whom 1 shall be Fellow, are required.
  2. For application via DMR Scheme Route, signatures of 2 Council Members are required.
  3. If the application is under the MGM Programme, please specify "**Referee**" under the referring member's name.

Name in Full	M/S No.& Class	Mobile No.	Signature	Date

## DECLARATION

I confirm my agreement to abide by the Rules of Conduct, Memorandum of Association and Constitution & Bye-Laws of Hong Kong Institute of Construction Managers as hereinafter advised.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## APPLICATION & SUBSCRIPTION FEE

Class of Membership	Application Fee	Entrance Fee	Subscription Fee
Member		HK\$1,000.00 (for Member Class only)	

**Notes:**

1. Completed Application Form together with the appropriate fee should be sent to :  
*Secretariat Office  
 Hong Kong Institute of Construction Managers  
 Room 801-2, 8/F., On Lok Yuen Building  
 25 Des Voeux Road Central, Hong Kong*
2. 3 cheques, one for Application Fee, one for Entrance Fee and one for Subscription Fee should be made payable to "**Hong Kong Institute of Construction Managers**".
3. Application fee and Subscription are subject to change.
4. Each copy of the Applicant's academic and/or professional qualifications submitted in support of this application shall be signed by the Applicant and a Corporate Member of HKICM as a certified true copy.

## CHECKLIST FOR APPLICATION

The following checklist for required information/documents to be submitted together with the application form for processing purpose.

- |  |                    |                                     |
|--|--------------------|-------------------------------------|
|  | <u>Please tick</u> | <input checked="" type="checkbox"/> |
| (I) Personal Data  |                    | <input type="checkbox"/>            |
| (II) Academic & Professional Qualifications / Training, including:   |                    |                                     |
| a) <u>Certified copies</u> of academic and/or professional qualification certificates  |                    | <input type="checkbox"/>            |
| b) Report on Training and Experience Report between 1600 to 2000 words in essay format   |                    | <input type="checkbox"/>            |
| c) Detailed CV   |                    | <input type="checkbox"/>            |
| d) CPD Record of not less than <u>60 CPD hours</u> in the recent 2 years together with record list and supporting documents (e.g. certificate of attendance, etc.) |                    | <input type="checkbox"/>            |
| (III) Employment Details (e.g. employment letters, staff card, name card, etc.)  |                    | <input type="checkbox"/>            |
| (IV) Nominations (signatures of required no. of nominators)  |                    | <input type="checkbox"/>            |
| (V) Declaration (signed by the Applicant)  |                    | <input type="checkbox"/>            |
| (VI) Application Fee, Entrance Fee (for Member Application only) and Subscription Fee  |                    | <input type="checkbox"/>            |

I confirm that the above documents are submitted together with the Application Form.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE	Date	Remarks
Application Received		
Further Information Requested		
Acknowledgement Sent		
Particulars Verified and Checked		
Endorsement by Board of Examination		
Approval of General Council		
Entry to Members Register		
Member Informed		

**DECLARATION BY APPLICANT**  
**申請人聲明書**

To : The Hong Kong Institute of Construction Managers

致 : 香港營造師學會

I hereby declare that I have not, in Hong Kong or elsewhere, been expelled, suspended or fined, or been refused membership by any professional body; and that I have not been refused, suspended or cancelled, a licence, certificate or other permission to deal with construction or construction related works.

本人謹此聲明，本人從未在香港或其他地方被任何專業團體開除會籍、停止資格、罰款、或拒絕入會；亦從未在香港或其他地方被拒絕發給、停止資格或註銷從事建造或相關業務之牌照、證書或其他許可證。

I further declare that I have not been convicted of any offence, other than a traffic offence, in Hong Kong or elsewhere; and I have not been the subject of a charge or indictment alleging any offence nor enjoined by order, judgement or decree of any court or regulatory body or Government agency, in Hong Kong or elsewhere, from acting in any capacity or engaging in any activity; and I have not been the subject of any disciplinary action, by any regulatory body or Government agency, in Hong Kong or elsewhere

本人從未在香港或其他地方被判罪名成立（交通違例除外）；亦從未在香港或其他地方被檢控或起訴（交通違例除外）；更從未在香港或其他地方被命令、判決或經法庭或監管當局或政府機構裁定禁止從事任何活動；也從未在香港或其他地方被監管當局或政府機構採取紀律處分行動。

I hereby declare that, to the best of my knowledge and belief, the information and documents submitted hereto in support of this application are true and correct. I also undertake to notify The Hong Kong Institute of Construction Managers immediately in writing of any changes hereafter, in the information given.

本人聲明所提供之資料及支持本申請之文件，就本人所知及所信，全屬真實及正確，本人同時承諾在呈交此申請後，若所提供之資料有任何變更，當立刻以書面形式通知 貴會。

Signature of Applicant :

申請人簽署：

Date :

日期：