



Application Form For Organization Membership

GENERAL INFORMATION

Benefits of being an Organization Member:

1. Nomination up to three company or organization representatives to enjoy the privilege of CILTHK membership. The company/organization is allowed to change these representatives from time to time by notifying the Institute. However, these nominees are unable to use the post nominals of FCILT, CMILT or MILT.
2. Right to use the CILT logo as part of the company/organization's letterhead.*
3. Free "Half-page Advertisement" on newsletters (for one time only).
4. Free posting of a hyperlink and the company/organization logo at the Institute's website www.cilt.org.hk.
5. Free copies of journals and newsletters, free access to CILTHK web services, and representatives are eligible to attend CILTHK seminars and activities.
6. Free email circulation of career advertisements (recruitment).
7. Mailing insertion service of career advertisements will only be charged at cost.
8. A free metal organization membership certificate would be presented at the CILTHK Annual function, such as CILTHK Annual Dinner and Ball.
9. Discounted rate(s) on advertisements in the Membership Directory and other CILTHK publications.
10. Recognition and promotion as the preferred employer at the local, regional and global levels.
11. Networking opportunities with 33,000 worldwide CILT members to assist overseas expansion where necessary.

* *The production layout(s) must be sent to the CILTHK administrative office for record purposes.*

FOR OFFICE USE ONLY

Date Received : _____ Cheque No. : _____

Date Approved : _____ Receipt No. : _____

Payment Received : _____ Membership No. : _____

Remarks : _____

OM Membership Criteria and Requirements:

1. A registered company or organization must have over one year of operation and with limited liability. Also, it is actively involved in
 - Air, sea, rail, road, passenger or freight transport
 - Logistics
 - Transport or logistics related services
 - Transport or logistics related research and development organization
2. This registered company or organization in Hong Kong must have a minimum of 12 full-time employees and/or a minimum paid-up capital of HK\$ 500,000 or above. At least two of the full-time employees must be members of the Institute.
3. It must be committed to the promotion of the OM membership as "Partnership for People's Development in Logistics and Transport Industries."
4. Documents, publications or printouts to support the organization's conditions and the financial background, such as the Annual Report, Certificate of Business Registration and/or copy of the financial statement, must be enclosed with the application.

NOTES FOR APPLICANTS

Please carefully read the following notes before completing this organization membership application form.

1. Application should be completed in block letters or legible handwriting.
2. Your organization membership application may not be further processed if you fail to provide sufficient supporting documents.
3. Please ensure that all information is accurate.
4. Application results normally will be available within 2-4 months from the date of submission of the application.
5. Should there be any changes after the submission of this OM application, please contact the CILTHK Administration Office at (852) 2866 6336.
6. Fee Schedule: (non-refundable)

| Fee Schedules (with effective from 1 July 2005) | HK\$ |
|---|-------|
| Application Fee* | 100 |
| Entrance Fee (one-time fee) | 5,000 |
| Annual Subscription Fee | 5,000 |

* cheque payment should be enclosed with the duly completed application form.

SECTION A COMPANY CONTACT INFORMATION

Company Registered Name# :

Company Registered Address# :

Company Business Registration Number :

Contact Person# :

(Mr./ Mrs./ Ms.)

Position Held# :

Contact Phone Number# :

Fax Number# :

E-mail Address# :

The information will be printed in the CILTHK membership directory.

SECTION B COMPANY PARTICULARS

Name of Director / Chief Executive Officer :

(Dr./ Mr./ Mrs./ Ms./ other: _____)

Number of Full-time Employees : _____

We declare that the following full-time employee(s) are the CILT members.

Employee Name: _____ Membership Grade and No.: _____

Employee Name: _____ Membership Grade and No.: _____

We declare that this registered company/organization has a minimum paid-up capital of HK\$ 500,000 or above.
 (Please tick as appropriate. If yes, the supporting document must be enclosed with this OM application.)

 Yes No

Actively Involved in# : (Please tick as appropriate)

 Air, sea, road, passenger or freight transport Transport or logistics related services Logistics Transport or logistics related research and development organization

Principal Business Activities# ★ : (Limit to 100 words. Please use supplementary sheet if necessary.)

Region of Operation :

 Asia Europe Central and South America Australasia & Pacific Middle East & Africa North America

Years of Operation:

The information will be printed in the CILTHK membership directory.

★ Subject to editorial amendments.

SECTION C COMPANY NOMINEES

| | |
|--|--------------|
| Nominee No.1 | |
| Full Name: <small>(Mr./ Mrs./ Ms.)</small> | |
| Position Held : | |
| Contact Phone No. : | Fax Number : |
| E-mail Address : | |
| Nominee No.2 | |
| Full Name: <small>(Mr./ Mrs./ Ms.)</small> | |
| Position Held : | |
| Contact Phone No. : | Fax Number : |
| E-mail Address : | |
| Nominee No.3 | |
| Full Name: <small>(Mr./ Mrs./ Ms.)</small> | |
| Position Held : | |
| Contact Phone No. : | Fax Number : |
| E-mail Address : | |

SECTION D DECLARATION

We declare that the information given above is correct and complete to the best of our knowledge. We promise that in the event of our election we will be governed by the Charter and Bye-laws of the Institute, and will promote the objectives of the Institute as far as shall be in our power.

Authorised Signature(s) with Company Chop

Date

APPLICATION CHECKLIST

Have you ...

- completed the organization membership application form and signed with company chop?
- enclosed copies of supporting evidence e.g. Annual Report, Certificate of Business Registration and/or financial statement?
- enclosed a crossed cheque for application fee of HK\$100 made payable to "CILTHK" or "The Chartered Institute of Logistics and Transport in Hong Kong"?

You should ...

- send this application to:
Chairperson, Membership Committee
The Chartered Institute of Logistics and Transport in Hong Kong
7/F, Yue Hing Building, 103 Hennessy Road, Wanchai, Hong Kong



The Chartered Institute of Logistics and Transport in Hong Kong

7/F., Yue Hing Building, 103 Hennessy Road, Wanchai, Hong Kong

T (852) 2866 6336 F (852) 2866 6118 E info@cilt.org.hk www.cilt.org.hk