



THE HONG KONG INSTITUTE OF
SURVEYORS

香港測量師學會

THE HONG KONG INSTITUTE OF SURVEYORS
APPLICATION FOR ANNUAL SUBSCRIPTION CONCESSION (NON-PRACTISING)

Declaration Form

In accordance with Bye-Law 9.4 under Part IX of the Bye-Laws of The Hong Kong Institute of Surveyors (hereinafter referred to as, the “**Institute**”), any member having been a member in the Professional Grade or the Technical Grade of the Institute for not less than five (5) years who has ceased active relevant practice for whatever reason for not less than nine (9) months in a subscription year may claim a non-practising concession of 50% of the respective annual subscription for that subscription year.

Part A – Member’s Information:-

In order to claim for *non-practising concession*, please fill in the following form and return it to the Institute for our further processing.

Full Name : _____
Membership : _____
no. : _____
Company : _____
name : _____
Company : _____
business : _____

Job title : _____
Full time / : _____
Part time* : Full time / Part time
Form of : _____
employment* : Employed / Self-employed / Other, please specify:

Nature of work : _____

* Please delete as appropriate.

總辦事處 Head Office

香港上環干諾道中111號永安中心12樓1205室
Room 1205, 12/F Wing On Centre,
111 Connaught Road Central, Sheung Wan, Hong Kong
Telephone: 2526 3679 Facsimile: 2868 4612
E-mail: info@hkis.org.hk Web Site: www.hkis.org.hk

北京辦事處 Beijing Office

中國北京市海澱區高樑橋斜街59號院1號樓
中坤大廈6層616室 (郵編: 100044)
Room 616, 6/F, Zhongkun Plaza, No.59 Gaoliangqiao Xiejie,
No.1 yard, Haidian District, Beijing, China, 100044
Telephone: 86 (10) 8219 1069 Facsimile: 86 (10) 8219 1050
E-mail: info-bjo@hkis.org.hk Web Site: www.hkis.org.hk



THE HONG KONG INSTITUTE OF
SURVEYORS

香港測量師學會

Part B – Claims for non-practising concession:-

I unequivocally declare to the Institute that for not less than nine (9) months in the current subscription year (*Please tick the appropriate box(es)*):-

- I have been unemployed;
- I have been employed in a company or organization or in a position unrelated to the Surveying Profession;
- My name has not been printed on any official notepaper, stationary or other media whether printed or electronic or otherwise of any organization connected with the Surveying Profession;
- I have not been engaged as an instructor, speaker, or other similar teaching/assistant teaching roles in education/training for the Surveying Profession; and/or
- There are other reasons which would lead to my entitlement to non-practising concession of the annual subscription (please specify: _____).

Please also submit the supporting documents (if any) in support of the declaration made above when submitting this declaration form. Please note that the Institute may, from time to time, require you to submit all such evidence as the Institute may at its absolute discretion consider necessary to support your claim for non-practising concession.

I have read and I agree to be bound by the ***Terms and Conditions*** in the Appendix to this Declaration Form.

Signed : _____ Date : _____

Part C – Declaration by Member:-

I declare that all the information stated herein and all documents submitted by me (if any) are true and genuine or are true and genuine to the best of my information, knowledge and belief. I understand that any false declaration would be considered as an act of misconduct leading to disciplinary action taken by the Institute against me under the Rules of Conduct of the Institute and that criminal liability may also follow.

Signed : _____ Date : _____

總辦事處 Head Office

香港上環干諾道中111號永安中心12樓1205室
Room 1205, 12/F Wing On Centre,
111 Connaught Road Central, Sheung Wan, Hong Kong
Telephone: 2526 3679 Facsimile: 2868 4612
E-mail: info@hkis.org.hk Web Site: www.hkis.org.hk

北京辦事處 Beijing Office

中國北京市海澱區高樑橋斜街59號院1號樓
中坤大廈6層616室 (郵編: 100044)
Room 616, 6/F, Zhongkun Plaza, No.59 Gaoliangqiao Xiejie,
No.1 yard, Haidian District, Beijing, China, 100044
Telephone: 86 (10) 8219 1069 Facsimile: 86 (10) 8219 1050
E-mail: info-bjo@hkis.org.hk Web Site: www.hkis.org.hk

Terms and Conditions

1. Only those members in the Professional Grade¹ or the Technical Grade² of the Institute for not less than five (5) years are eligible to claim a non-resident and/or non-practising concession of fifty percent (50%) of the respective annual subscription for the relevant subscription year.
2. Members may be required by the Institute to submit evidence in support of their applications for an annual subscription concession.
3. By submitting the application for non-practising concession, a member agrees that the Institute is authorized by the member to request the employer (if any) of the member to provide all such information as the Institute may consider necessary in order to process the member's application.
4. If a member is granted a concession and his circumstances change he must inform the Institute immediately and arrange to pay the **full** subscription for the immediately following calendar month and onwards. Failure on the part of the member to do so will be considered as an act of misconduct leading to disciplinary action against the member. Please note that the Institute does not have arrangements for *pro-rata* allotment of subscription fees.
5. Any application for non-practising concession must be received latest by the Institute by 30 April of the relevant subscription year. Late applications will **not** be considered by the Institute.
6. Concessions will **not** be granted retrospectively.
7. The Surveying Profession is defined as any activity or specialism within the responsibilities of any of the Six Divisions, i.e. Building Surveying, General Practice, Land Surveying, Planning and Development, Property and Facility Management and Quantity Surveying.
8. The Institute has **absolute discretion** in deciding whether or not a member is eligible for non-practising concession.

¹ Profession Grade has the meaning as defined in Bye-Law 2.3 of the Bye-Laws of the Institute, copies of which are available at the website of the Institute at www.hkis.org.hk.

² Technical Grade has the meaning as defined in Bye-Law 2.4 of the Bye-Laws of the Institute, copies of which are available at the website of the Institute at www.hkis.org.hk.

總辦事處 Head Office

香港上環干諾道中111號永安中心12樓1205室
Room 1205, 12/F Wing On Centre,
111 Connaught Road Central, Sheung Wan, Hong Kong
Telephone: 2526 3679 Facsimile: 2868 4612
E-mail: info@hkis.org.hk Web Site: www.hkis.org.hk

北京辦事處 Beijing Office

中國北京市海澱區高樑橋斜街59號院1號樓
中坤大廈6層616室 (郵編: 100044)
Room 616, 6/F, Zhongkun Plaza, No.59 Gaoliangqiao Xiejie,
No.1 yard, Haidian District, Beijing, China, 100044
Telephone: 86 (10) 8219 1069 Facsimile: 86 (10) 8219 1050
E-mail: info-bjo@hkis.org.hk Web Site: www.hkis.org.hk