

## Checklist for Transfer of Full Membership 個人會籍轉讓資料清單

- Letter from ongoing member to confirm the transfer of membership  
由現任會員出具之轉讓會籍確認信
- Return all membership card(s) & bag tag(s) (including supplementary membership)  
交還所持有的會員卡及球包掛牌 (包括附屬卡)
- Settle all outstanding payment 繳付所有欠費
- Clear your locker(s) and return the key(s) to the Club if applicable (refer to Note 4)  
若有長租儲物櫃，請清空儲物櫃并交還鎖匙給球會 (參考注解 4)
- Collect golf club(s) from the storage room if applicable (refer to Note 4)  
請於儲棒室取走球棒 (如有-參考注解 4)
- Complete the "Application for Full Membership" application form 填寫個人會籍申請表
- Subscription Fee payment method of new nominee 新提名人月費繳付方式
- Business Card of new nominee 新提名人之名片
- Settle of Transfer Fee for ¥150,000.00 enclosed 會籍轉讓費用 15 萬元人民幣
- Debenture transfer fee (¥50,000.00/item-if any) 債券轉讓費用 (每張 5 萬元人民幣-如有)
- Original Debenture Certificate (if any) 債券原件 (如有)
- Debenture Loss Letter with penalty ¥2,000.00 (if any) 遺失債券說明及 2000 元/張的遺失罰款 (如有)
- Debenture Transfer Form (if any) 債券轉讓申請表 (如有)
- ID card / passport copy of the new member 新會員人之身份證或護照複印件
- "Mainland Travel Permit for Hong Kong and Macao Residents" copy of the new member  
(Please submit if you are Hong Kong or Macao Resident)  
新會員之“港澳居民來往內地通行證”複印件 (港澳人士需提供)
- Four 1"x1.5" colour photos of new nominee (Please put the name at the back of photos)  
4 張新提名人之 1 x 1.5 英寸彩照 (請在照片背面寫上名字)

### Optional 可選擇性資料:

- Supplementary Card Application Form 附屬卡申請表
- Original Marriage certificate (when applying spouse card) 結婚證書正本 (如申請配偶卡時)
- Birth certificate (when applying for junior card(s) - children must be under age 21)  
出生證 (如申請子女卡時-子女必須屬 21 周歲以下)
- ID card/passport copy of the new nominee's spouse/children 新提名人之配偶/子女身份證或護照複印件
- Mainland Travel Permit for Hong Kong and Macao Residents copy of the new nominee's spouse/children (Please submit if you are Hong Kong or Macao Resident)  
新提名人之配偶/子女之“港澳居民來往內地通行證”複印件 (港澳人士需提供)
- Four 1"x1.5" colour photos of new nominee's spouse/children (Please put the name at the back of photos) 4 張新提名人之配偶/子女之 1x1.5 英寸彩照 (請在照片背面寫上名字)



NOTES:

1. All outstanding arrears must be cleared. Once the transfer form and all relevant documents mentioned above have been received, 14 working days will be taken to process the application. During this period, neither the outgoing member nor the new member can enjoy the privileges of our Club until the transfer is approved.

所有欠款須繳清。申請流程將於收到此申請表及相關文件資料后的 14 個工作日內完成。在此期間，轉出會員及新會員均不可使用球會設施直至申請流程完畢。

2. If a member has lost his/her membership card or bag tag (including spouse card or junior card), he/she must report loss to the club immediately, RMB ¥400/item will be charged for any lost item.

若會員遺失所持有的會員卡或者球包掛牌(包括配偶卡或子女卡), 必須馬上向球會報失, 且須繳納每張/個¥400.00 的費用。

3. If a member neither returns his/her membership card & bag tag nor report loss to the club, extra time will be needed for processing the transfer.

若轉出之會員沒有及時交還所持有的會員卡和球包掛牌亦沒有向球會報失, 則申請時間需相對延長。

4. Locker and club storage services will be terminated with the transfer of membership. All members who have transferred their membership should clear up the lockers and clubs from storage as soon as possible. The Club will not be responsible for any loss of personal belongings.

轉出之會員的儲物櫃及球會儲棒服務將即時被終止, 轉出之會員應盡快清理儲物櫃及球會儲棒, 若個人物品丟失球會將不會負責。

致中山溫泉高爾夫球會：

To: Chung Shan Hot Spring Golf Club

個人會籍轉讓申請信  
**Transfer of Full Membership**

現申請將本人（會員姓名及會員號）\_\_\_\_\_

I (member's name & membership no.)

持有之中山溫泉高爾夫球會之會籍轉讓給\_\_\_\_\_

am writing to transfer my Chung Shan Hot Spring Golf Club full membership to

請球會協助辦理，謝謝！

Thank you for your assistance.

\_\_\_\_\_  
會員簽名 Member's Signature

\_\_\_\_\_  
日期 Date