

Checklist for Transfer Nominee to Vacant Membership 轉懸空提名人資料清單

- Letter of transfer nominee to vacant membership with authorized signature & company chop.
具有公司印鑑及公司負責人簽名的轉懸空提名人信
- 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 2)
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2)
- Collect golf club(s) from the storage room if applicable (refer to Note 2)
請於儲棒室取走球棒,(如有-參考注解2)
- Hong Kong Company: Annual Return & Business Registration 香港公司: 週年報表及商業登記證
- Macau Company: Commercial registration report which shows the percentage of each shareholder 澳門公司: 商業登記書面報告(須顯示全部股東佔比資料)
- Mainland China Company: Corporate files which show the percentage of each shareholder
內地公司: 營業執照及最新企業機讀檔案(須顯示全部股東佔比資料)
- Taiwan Company: Corporate files which show the percentage of each shareholder
台灣公司: 營利事業登記證及股份有限公司變更登記表(須顯示全部股東佔比資料)

NOTES:

1. 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。
2. Locker and club storage services will be terminated with the termination of membership. All members who have terminated 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.
退會之會員的儲物櫃及球會儲棒服務將即時被終止, 退會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：

轉懸空提名人申請信

本公司_____

申請將提名人（會員姓名及會員號）：_____

_____轉為懸空提名人，從_____開始生效，

請球會協助處理，謝謝！

日後，有關該會籍事宜，請聯繫 _____

電話：_____

郵箱：_____

地址：_____

公司負責人簽名及蓋章

日期

For Official Use Only 僅限球會內部填寫:

Application Received on: _____ Remarks: _____

Application Approved by: _____ Date: _____

Chung Shan Hot Spring Golf Club

Room 607, 6/F., Wing Tuck Commercial Centre,
177-183 Wing Lok Street,
Sheung Wan, Hong Kong

Attn: Membership Department

Re: Transfer Nominee to Vacant Membership

We _____
are writing to transfer the nominee (membership name & No.):
_____ to vacant membership which
effective on _____.

For further enquiry, please contact: _____

Telephone: _____

Email address: _____

Address: _____

Thank you for your assistance.

Yours sincerely,

Authorized Signature & Company Chop

Date

<i>For Official Use Only</i> 僅限球會內部填寫:	
Application Received on: _____	Remarks: _____
Application Approved by: _____	Date: _____