

Corporate Registers Forum

Application for membership



1. Applicant details

Name of jurisdiction (Country/State/Province/Administrative Region)

Organization name (Include the Parent Department / Ministry)

Organization address

Telephone:

Facsimile:

Website address

Email address

Types of entities registered

(for example, companies, corporations)

Note | Please send a copy of your organization's logo (in gif, jpg, or png format) to corporateregistersforum@gmail.com. The logo you send will only be used to complete your organization's profile on the Corporate Registers Forum website.

2. Personal contact details

These details will be used to create a Members login for the Corporate Registers Forum website. The details will only be visible to logged in members of the website.

Contact name

Title/role

Postal address

Telephone:

Mobile:

Email address

3. Annual membership fees

Payment of CRF membership fee has been arranged by bank remittance/cheque * on (dd/mm/yyyy)

* Please delete as appropriate

Note | Annual membership fees are agreed at each annual general meeting. First year membership fees must be paid on or before submission of this application. If your application for membership is not approved the amount paid will be refunded after deduction of any bank charges incurred. Details of how to pay can be found in the Membership Fee Payment Section below.

Please send this completed form to The Secretariat in one of three ways:

Post | The Secretariat, Corporate Registers Forum
C/- Michael Brosnahan
New Zealand Companies Office
Private Bag 92061 Victoria St West
Auckland 1142 New Zealand

Email | corporateregistersforum@gmail.com

Facsimile | +64 9 916 4559

The following excerpt from the constitution of the Corporate Registers Forum establishes the process for becoming a member.

Membership

Application for membership

- 4.1 A Register may make an application for membership.
- 4.2 An application for membership must:
 - 4.2.1 be delivered to the Secretariat;
 - 4.2.2 be in the form determined by the Executive Committee, from time to time (if any);
 - 4.2.3 include a description of the applicant, their responsibilities and roles and a description of the applicant's functions.

Membership eligibility

- 4.3 An applicant is eligible to apply to be a Member if it is a Register within a Jurisdiction defined in these Rules.

Approval of Members

- 4.4 If, in the opinion of the Executive Committee, an applicant meets the qualifications for membership, the Executive Committee may grant the applicant membership.
- 4.5 If the Executive Committee grants an applicant membership, the membership fee is immediately payable by the applicant.
- 4.6 Observer status may be granted by the Executive Committee to an applicant whose application for membership is pending approval. An applicant with observer status will be permitted to attend General Meetings without voting rights and at the discretion of the Executive Committee; the applicant may receive publications, information or other material issued by the CRF.

Annual membership fees

- 4.7 Annual membership fees are determined for the next year by the CRF at the Annual General Meeting. The Executive Committee will recommend the annual membership fee to the Members in General Meeting. Membership fees are payable by 31 March each year, for the calendar year commencing on 1 January of that year.
- 4.8 The Treasurer will confirm the amount of fees due and payable by each Member for the year by issuing an invoice to each Member within one month after the commencement of the calendar year.

Cessation of membership

- 4.9 Membership ceases in the following circumstances:
 - 4.9.1 Written notification of resignation by the Member to the Secretariat.
 - 4.9.2 Failure by the Member to pay the determined membership fee within three (3) months of the due date.
 - 4.9.3 If the Member ceases to be a Register.
- 4.10 The Executive Committee may expel a Member if the Executive Committee considers that the Member has acted contrary to the objects or interests of the CRF. The Member concerned will have an opportunity to present any submissions to the Executive Committee before a decision on the expulsion is made. Notice in writing of any expulsion will be given to the Member concerned.

Members' obligations

- 4.11 Save with respect to outstanding fees, members are not liable to contribute toward the debts and obligations of the CRF, or any costs, charges or expenses of winding up the CRF.

Membership Fee Payment Section

Payment of membership fees must be remitted on or before submission of this application. If your application for membership is not approved, amount paid will be refunded after deduction of any bank charges incurred. A receipt will be issued on receipt of your payment.

Payment can be made in the following ways:

By bank transfer (US\$408.40)

Payee: The Corporate Registers Forum

Bank name: The Hong Kong and Shanghai Banking Corporation Limited

Account number: 004-808-215370-838

Bank address: 1 Queen's Road Central, Hong Kong

International Swift Code: HSBCHKHKKH

Message or Instruction: - CRF membership fee from (Name of Applicant)

- All swift transfer charges to be debited from the remitter's account and not from the remittance amount

Bank Charges: Applicant is requested to bear all bank charges including local bank charges and overseas bank charges. The amount of US\$408.40 only includes the bank charge payable to the Hong Kong and Shanghai Banking Corporation Limited in Hong Kong.

By cheque (US\$412.80)

Payment in **US dollars** and made out to **Corporate Registers Forum**. Please include a copy of this form with the payment and address your letter to:

Membership Application
Corporate Registers Forum
c/o Companies Registry
29/F., Queensway Government Offices
66 Queensway,
Hong Kong.
(Attn.: Deputy Business Manager)

Remarks:

1. Applicants are required to bear all bank charges incurred for the payment, including local and overseas bank charges. If your application is rejected, the membership fee received by us will be refunded after netting off all bank charges incurred for the refund, which means the refund of any amount received by us would be reduced by charges of our bank (about US\$48) and the applicant's local bank.