



# MEMBERSHIP APPLICATION FORM

Membership applied for (please ✓ where appropriate):

- Ordinary Membership:  New Application  Student Transfer  Addition of Family Member
- Sponsored Temporary Membership:  New  Renewal - No. of term .....
- Sports Membership:  Tennis  Swimming  Squash  Others: .....
- 5 Day Membership:  New  Renewal - No. of term .....

Applicant Photo

## Applicant

Name (in full): Mr/Mrs/Miss/Ms\* ..... Marital Status .....

Nationality: ..... Place of Birth: ..... DOB: .....

Origin: ..... Passport No.: ..... HKID No.: .....

Date of Arrival in HK: ..... Email Address: .....

List of the Countries Lived in for More Than 2 Years: .....

Hong Kong Home Address (Owned/Rented\*): .....

.....

Home Tel No.: ..... Home Fax No.: ..... Mobile No.: .....

Correspondence/Billing Address (if different from the above): .....

Company Name: .....

Company Address: .....

..... Office Tel No.: ..... Office Fax No.: .....

Position Held: ..... Profession/Occupation: .....

Total No. of Employees Company has in HK: .....

No. in Company with Similar Position in HK: .....

No. of Employees Reporting to Applicant: .....

Spouse Photo

Children Photo (1)

## Family Particulars

Name of Spouse (in full): Mr/Mrs/Ms\* .....

Nationality: ..... Place of Birth: ..... DOB: .....

Origin: ..... Passport No.: ..... HKID No.: .....

Date of Arrival in HK: ..... Email Address: .....

Company Name: .....

Company Address: .....

Office Tel No.: ..... Office Fax No.: ..... Mobile No.: .....

Position Held: ..... Profession/Occupation: .....

Total No. of Employees Company has in HK: .....

No. in Company with Similar Position in HK: .....

No. of Employees Reporting to Applicant: .....

Children Photo (2)

Children Photo (3)

Name of Children (single and age under 25):

- (1) ..... M / F Passport/HKID No.: ..... DOB: .....
- (2) ..... M / F Passport/HKID No.: ..... DOB: .....
- (3) ..... M / F Passport/HKID No.: ..... DOB: .....
- (4) ..... M / F Passport/HKID No.: ..... DOB: .....

Children Photo (4)

\*Delete as required



## DOCUMENTS REQUIRED

### Ordinary Membership

1. Application Form and the attached Questionnaire
2. Copies of passport and HKID card of the applicant, and spouse (if applicable)
3. Copy of marriage certificate if the applicants are married
4. Copy of documentary proof for the relationship between the applicant /spouse and the child who is single and age under 25 (if applicable)
5. 1 passport size recent colour photograph (must be with colour background) of each of the applicant, spouse and children (if applicable)
6. Cheque made payable to "LRC" for the administration fee (refer to the attached Schedule of Subscriptions and Fees)

#### Remarks:

- a. You will be allocated a registration number which shall be quoted in all future communications with the LRC.
- b. Any communications or questions to the LRC connected with this application must be made by the proposer or sponsor in writing unless otherwise specified in this Application Form. Questions or communications from the applicant will NOT be entertained.

### Sponsored Temporary Membership

1. Application Form (except for "Recommendations" and "Sponsor from 4 Other Members") and the attached Questionnaire
2. Reference letter from the applicant's employer (sample letter attached to Application Form)
3. Copies of passport and HKID card of the applicant, and spouse (if applicable)
4. Copy of marriage certificate if the applicants are married
5. Copy of documentary proof for the relationship between the applicant /spouse and the child who is single and age under 25 (if applicable)
6. 1 passport size recent colour photograph (must be with colour background) of each of the applicant, spouse and children (if applicable)
7. Cheque made payable to "LRC" for the entrance fee, refundable deposit and advanced payment of monthly subscriptions for the period of membership applied for (maximum 6 months for each application) (refer to the attached Schedule of Subscriptions and Fees)

#### Conditions:

- i. Sponsored Temporary Membership is for any person who is working temporarily in Hong Kong and is sponsored by his/her company. Each company may only sponsor two employees at any one time.
- ii. Sponsored Temporary Membership may be applied for a continuous period of 6 months renewable for further period(s) of 6 months or less for up to two years at the sole discretion of the LRC.
- iii. Sponsored Temporary Members are encouraged to maintain an average spend of not less than \$2,000 per month.
- iv. Sponsored Temporary Members cannot be put, or be already, on the application for Ordinary Membership.

### Sports Membership

1. Application Form (except for "Recommendations" and "Sponsor from 4 Other Members") and the attached Questionnaire
2. Sports/playing resume on your background and involvement in your interested sport
3. Copies of passport and HKID card of the applicant, and spouse (if applicable)
4. Copy of marriage certificate if the applicants are married
5. Copy of documentary proof for the relationship between the applicant /spouse and the child who is single and age under 25 (if applicable)
6. 1 passport size recent colour photograph (must be with colour background) of each of the applicant, spouse and children (if applicable)

**Procedures:**

An application form is to be addressed to the Sports and Recreation Manager with a covering letter highlighting background and qualifications in his/her sport. Application is then forwarded to the related Sports Sub-committee. Sports Convenors, in concert with their sub-committees and the Club's teaching professionals will identify individuals who are prepared to make a serious playing commitment to their sport at the LRC. The Sports Sub-committee, if approved, will recommend the applicant, whose application will then be accessed by the Membership Sub-committee and the General Committee.

**Terms and Conditions:**

- a) Representing the LRC by playing in at least 75% of team matches.
- b) Participating in LRC Championship Events.
- c) Participating in several of special social events at the LRC.
- d) The appropriate Sports Sub-committee (Tennis, Swimming, Indoor Sports) and teaching professionals will review the performance of their candidates in the Sports Membership category every six months. In the event that a Sporting Member does not fulfil the requirements as agreed to, the proposing Sub-committee will recommend a suitable course of action to ensure compliance or alternatively the membership will be cancelled and all fees paid be forfeited.
- e) After three years of commitment, a Sports Member may be put forward for Ordinary Membership by the sponsoring section, in which case the Sports Member will be requested to attend a Ballot Meeting. On the assumption that the Sports Member is recommended for membership following this meeting and subject to subsequent endorsement of this recommendation by the Membership Subcommittee, the Sports Member will become an Ordinary Member. Balance of the then current Ordinary Membership entrance fee is payable during the week following attendance at the Ballot Meeting. If a Sports Member is offered Ordinary Membership but decline to accept, all fees paid will be forfeited. If a Sports Member is not offered Ordinary Membership, he will cease to be a member and no fees will be refunded.
- f) If the Sports Member wants to terminate his membership for any reason, all fees paid shall be forfeited.

**5 Day Membership**

1. Application Form and the attached Questionnaire
2. Copies of passport and HKID card of the applicant, and spouse (if applicable)
3. Copy of marriage certificate if the applicants are married
4. Copy of documentary proof for the relationship between the applicant /spouse and the child who is single and age under 25 (if applicable)
5. 1 passport size recent colour photograph (must be with colour background) of each of the applicant, spouse and children (if applicable)
6. Cheque made payable to "LRC" for the entrance fee and one month subscriptions (refer to the attached Schedule of Subscriptions and Fees)

**Conditions:**

- i. 5 Day Membership is a temporary membership for 2 years, renewable, application for which is at the sole discretion of the LRC
- ii. 5 Day Members are allowed for unlimited usage of Club facilities by themselves and their guests from Mondays to Fridays, i.e. no weekends and public holiday (except for vi below).
- iii. 5 Day Members are not allowed to visit the Club during weekends or public holidays as guest of Club members (except for vi below).
- iv. 5 Day Members are allowed to represent the Club in sports tournaments and leagues at the LRC on weekdays only, but can represent the Club elsewhere on weekends and public holidays (except for vi below).
- v. 5 Day Members are allowed to use the LRC car park at a daily parking fee or by purchasing an annual 5 day parking permit.
- vi. 5 Day Members can attend the Club on weekends and public holidays ONLY to attend the function (which has been pre-booked within the F&B Office) of a member. In this case, 5 Day Members must inform the Club's Reception in advance.

# QUESTIONNAIRE

(Data provided in this Questionnaire is used for statistical purposes only)

## A. Interests (please ✓ those appropriate):

### Applicant

### Spouse

### Child(ren)

#### Sports:

#### Sports:

#### Sports:

- Aquatics (swimming / diving / waterpolo)
- Badminton
- Basket Ball
- Bowling
- Squash
- Table Tennis
- Tennis

- Aquatics (swimming / diving / waterpolo)
- Badminton
- Basket Ball
- Bowling
- Squash
- Table Tennis
- Tennis

- Aquatics (swimming / diving / waterpolo)
- Badminton
- Basket Ball
- Bowling
- Squash
- Table Tennis
- Tennis

#### Gym:

#### Gym:

#### Gym / Class:

- Gym
- Fitness Class / Yoga
- Spa
- Steam/ Sauna

- Gym
- Fitness Class / Yoga
- Spa
- Steam/ Sauna

- Fitness Class
- Judo Class
- Trampolining

#### Arts:

#### Arts:

#### Arts:

- Arts / Shows
- Reading

- Arts / Shows
- Reading

- Arts & Craft Class
- Shows
- Reading

#### Social Events:

#### Social Events:

#### Social Events:

- Bridge / Chess / Mahjong
- Social Gathering
- Golf Society
- Wine Tasting
- Dancing

- Bridge / Chess / Mahjong
- Social Gathering
- Golf Society
- Wine Tasting
- Dancing

- Holiday Camps

#### Others:

#### Others:

#### Others:

.....

.....

.....

(please specify)

(please specify)

(please specify)



**C. Members of the Committees whom the applicant or his/her spouse know well**

Name: ..... Committee:.....

How long have you known him /her? .....

Name: ..... Committee:.....

How long have you known him /her? .....

**D. Extended family members / friends who are already members of the LRC**

Name:.....

LRC Member Since:..... Relationship:.....

Name:.....

LRC Member Since:..... Relationship:.....

Name:.....

LRC Member Since:..... Relationship:.....

Name:.....

LRC Member Since:..... Relationship:.....

Name:.....

LRC Member Since:..... Relationship:.....

**Remarks:**

Please note that we may approach these people to discuss your application.

## E. Expected use of club facilities by the applicant and family members

Facilities of Club		Please take the most likely choice					
		Expected Use		Expected Frequency of Use			
		A: Weekend or B: Midweek		1=Daily;2=Weekly;3=Bi-Weekly;4=Monthly			
		A	B	1	2	3	4
1	Fine Dining	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Casual Dining	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Business Function / Meeting Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Speaker luncheons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Sports Bar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Outside Catering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Tennis Court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Squash Court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Badminton Court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Swimming Pool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Sports Shop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Gym	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Classes (sports coaching, aerobics, yoga, classes for Toddler)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Beauty Salon / Bowling / Therapeutics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Spa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Kids Club	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Library	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Reading Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Video Shop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Car Park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Others (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## F. Further Information (Please ✓ one):

1. Expected length of stay in HK:  
 1 - 5 years                       6 - 10 years                       > 10 years/permanently
2. How often do you need to travel outside of Hong Kong (whether for business or pleasure) ? :  
 rare (1 or 2 times a year)    often (few times a year)                       very often (monthly)
3. How often do you dine out in a week ? :  
 < 2                                       2 - 5                                       everyday
4. How often do you expect to visit a club in a month ? :  
 < 10 times                               10 – 20 times                               > 20 times
5. How much time do you spend in leisure, recreation, social pursuit (hours) in a week on average ? :  
 < 5                                       5 – 15                                       > 15
6. How often do you entertain for business in a month ? :  
 < 5                                       5 – 15                                       > 15
7. How often do you entertain for personal in a month ? :  
 < 5                                       5 – 15                                       > 15
8. Do you currently go bowling and spa ? :  
 Never                       occasionally                       once a month                       once a week
9. How often do you expect to use the club's spa and bowling facility ? :  
 Never                       occasionally                       once a month                       once a week
10. Expected number of guests you will bring to a club every month:  
 < 10                                       10 – 20                                       > 20
11. Expected average monthly spending (excluding monthly subscription) in a club (HK\$):  
 < 1,000                                       1,000 - 3,000                                       > 3,000
12. Your family monthly income level (HK\$):  
 < 50,000                                       50,000 – 100,000                                       100,001 – 200,000  
 > 200,000
13. Have you been a guest at the LRC ? :  
 Yes                      How often:  once only                       a few times each year                       very often (monthly)  
 No



# RECOMMENDATIONS

## PROPOSER'S RECOMMENDATION

I have known ..... for ..... year(s). The above applicant(s) would be suitable for LRC Ordinary/5 Day Membership for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

## SECONDER'S RECOMMENDATION

I have known ..... for ..... year(s). The above applicant(s) would be suitable for LRC Ordinary/5 Day Membership for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

### Remarks:

The Proposer and Secunder must be Ordinary or Debenture Members of good standing at the LRC, should have been members for at least one year and may **propose or second no more than three candidates for Ordinary Membership in any one year**. No member of the General Committee, Balloting Committee or any Subcommittee may propose or second the application.

## SPONSOR FROM 4 OTHER MEMBERS

**1.**

I would like to sponsor the application of ..... for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

**2.**

I would like to sponsor the application of ..... for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

**3.**

I would like to sponsor the application of ..... for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

**4.**

I would like to sponsor the application of ..... for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
Name (IN BLOCK LETTERS)      Signature      Membership No.      Date

**Remarks:**

Please note that we may approach these people to discuss your application.

## SAMPLE OF COMPANY'S LETTER OF SPONSORSHIP

[Letterhead]

[Date]

Membership Office  
Ladies' Recreation Club  
10 Old Peak Road  
Hong Kong

Dear Sirs,

This letter serves the purpose of sponsoring [employee's name] for his / her application for the Sponsored Temporary Membership with the LRC. We understand that under the terms of such category of membership, our company is entitled to a quota of two memberships at any one time.

We would like to confirm that [employee's name] is employed by [company name] as [position] and that the current intention is that he / she will stay temporarily in Hong Kong and work for the company for the period from [ ] to [ ]. We guarantee his account with LRC for the full length of his / her membership.

Any questions or issues concerning the applicant should be addressed to [name of contact person of the company] at [direct telephone number of the contact person].

Yours faithfully,

[signature of authorised signatory  
with company chop]

---

[name]

[title]

## Membership Fees & Subscriptions

Category	Status	Administration Fee (Note 2)	Entrance Fee	Monthly Subscriptions	Minimum Spend	Deposit (refundable)
<b>FULL MEMBERSHIP</b>						
Ordinary Membership (Private Membership) (Note 1)	Single	\$1,380	\$65,000	\$980	\$300	N/A
	Single with children < 25	\$1,380	\$65,000	\$1,380	\$300	N/A
	Married Couples (with or without children)	\$1,380	\$130,000	\$1,380	\$600	N/A
Debenture Membership (Corporate Membership)	Single	N/A	Per debenture value	\$980	\$300	N/A
	Single with children < 25	N/A	Per debenture value	\$1,380	\$300	N/A
	Married Couples (with or without children)	N/A	Per debenture value	\$1,380	\$600	N/A
Student Transfer to Ordinary Membership (Note 3)	Ages 18-21	\$1,380	\$21,600	(refer to fees for Ordinary Membership above)		N/A
	Ages 22-24	\$1,380	\$32,500			N/A
<b>TEMPORARY MEMBERSHIP</b>						
Sponsored Temporary Membership (Six-month period)	Single	N/A	\$20,000	\$1,960	\$2,000 (encouraged)	\$6,000 (Note 4)
	Single with children < 25	N/A	\$20,000	\$2,760	\$2,000 (encouraged)	\$6,000 (Note 4)
	Married Couples (with or without children)	N/A	\$40,000	\$2,760	\$2,000 (encouraged)	\$6,000 (Note 4)
5 Day Membership (Two-year period)	Single	N/A	\$20,000 p.a.	\$980	\$600	N/A
	Single with children < 25	N/A	\$20,000 p.a.	\$1,380	\$600	N/A
	Married Couples (with or without children)	N/A	\$40,000 p.a.	\$1,380	\$600	N/A
Sports Membership (Three-year contract)	Single	N/A	\$20,000	\$1,380	N/A	N/A
	Married Couples (with or without children)	N/A	\$20,000	\$1,380	N/A	N/A
	Junior (18 - <25 yrs)	N/A	\$2,000	\$980	N/A	N/A

### Notes

1. Entrance fees for applicants aged below 30 can be paid by 24 installments.
2. An administration fee (1 month Ordinary Membership family subscription) is charged to every application for the Ordinary Membership. This is payable at the time when the application form is submitted to the Membership Office. This fee is non-refundable if the application is withdrawn or rejected. This is non-deductible against the entrance fee if the application is accepted.
3. Only applicable to existing unmarried children registered under parents' full membership with the Club. Application should be made before reaching the age of 22 and 25 where appropriate.
4. If the sponsoring company does not provide guarantee to the membership, the deposit payable is \$10,000.