



Society of Registered Financial Planners Limited
(Incorporated in Hong Kong with limited liabilities by guarantee)

Membership Application Form

PERSONAL PARTICULARS (Typewritten or block capitals)

Title: Dr./Mr./Mrs./Ms/Miss * Sex: Male/Female *

Surname: _____ Given names: _____

Date of Birth (DD/MM/YY): ____ / ____ / ____ Nationality: _____

Daytime Tel. No.: _____ Mobile Tel. No.: _____

Email address: _____ Fax No.: _____

Correspondence address: _____

Please affix
a recent photo

Name of Employer/Business _____

Nature of Business: _____

Employer's Address: _____

Membership Applied For: (Please check box below)

Student member Associate member Full member Fellow member

ACADEMIC AND PROFESSIONAL QUALIFICATIONS
Please list relevant technical, academic and professional examinations passed (highest level in each field only).
Please attach copies of these certificates.

Name of Educational Institute	Highest Grade Attended	Date Passed
_____	_____	_____
_____	_____	_____
_____	_____	_____

* Delete where appropriate

Membership of Professional or Occupational Institutions

Name of Professional Institute	Designation	Date Admitted
_____	_____	_____
_____	_____	_____
_____	_____	_____

WORKING EXPERIENCE

Organization	Position	Responsibilities *	Date (from/to) (the most recent first)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Please attach a separate sheet if space provided is insufficient.

REFEREE

Name of Referee (1)	Company Name	Position	Professional Designation	Telephone no.
_____	_____	_____	_____	_____

In my view, the applicant is a fit and proper person to be admitted as member of Society of _____
Registered Financial Planners Limited. Signature: _____

Name of Referee (2)	Company Name	Position	Professional Designation	Telephone no.
_____	_____	_____	_____	_____

In my view, the applicant is a fit and proper person to be admitted as member of Society of _____
Registered Financial Planners Limited. Signature: _____

APPLICATION FOR EXEMPTIONS(S)

If you wish to apply for exemption(s) for any course or examination, the following documentation must be provided with this application:

- (a) Evidence that you have completed courses in equivalent to the course for which credit is being claimed (e.g. academic record, transcript results)
- (b) A detailed documentary description of the syllabus for the module(s)

Exemption Applied For	State the Course / Programme / Institution You have taken	Month/Year Qualification Obtained
_____	_____	_____
_____	_____	_____
_____	_____	_____

FEES

	HKD	HKD
Administration fee (non-refundable)	200	
Student	300	
Member (Associate/Full)	500	
Fellow	800	
Total		

For official use only	
Membership category:	
Student	
Member	
Fellow	
Fees received:	HK\$ _____
Secretariat	_____

SUBMISSION

After completing this Application Form, please send the Form, together with a cheque (being application fee and made payable to “Society of Registered Financial Planners Ltd.”) and the supporting documentation (copies only please, they will NOT be returned) to:

Society of Registered Financial Planners Limited

Unit 1805, 18 /Floor Dominion Centre,
43-59 Queen’s Road East, Wanchai,
Hong Kong.

Telephone: (852) 3105 1744
Facsimile : (852) 2186 7136
E-mail : info@rfp-hk.org
Website: www.rfp-hk.org

DECLARATION

- I declare that all information given in this Application Form and the attached documents are, to the best of my knowledge, true, accurate and complete.
- I undertake to observe and abide by the Code of Ethics and Memorandum and Articles of Association of Society of Registered Financial Planners Limited (“RFP-HK”). In the event of my resignation from membership, I agree to pay all arrears of subscription due to RFP-HK to the date of the surrender of my membership certificate.

Signature: _____ Date: _____

Application Procedures

1. Application

Application can be done in person or by mail to RFP-HK by completing the Application Form together with the application fee and relevant supporting documents.

2. Application Form

Application Form may be:

- downloaded from the RFP-HK website <http://www.rfp-hk.org> ; PDF format, DOC format or
- obtained in person at the RFP-HK office

3. Check list for application

Applications will only be accepted if the following requirements are met:

- Application Form signed and dated;
- Application fee enclosed;
- Your photos;
- Supporting documentation for education and work experience qualifications enclosed;
- Signed recommendation from two Referees with professional designation for qualified work experience; and
- Application to Fellow Membership, please provide a description of significant recognized contribution to the profession, which should be certified by referees with professional designation membership.

Incomplete applications will not be processed until all requirements have been met.

4. Submission

- Application fee must be submitted with the form together with a crossed cheque made payable to “Society of Registered Financial Planners Limited” at:

Unit 1805, 18 /Floor Dominion Center,
43-49 Queen’s Road East, Wanchai, Hong Kong.

- Upon receipt of the Application Form, an acknowledgement letter will be issued to the applicant.

5. Notification of Application Result

- Results of Applications will be sent to the applicants within ONE MONTH upon receipt of application

6. Unsuccessful Application

- For unsuccessful applications, the administration fee will not be returned.
- Any other paid fees will be refunded to the applicant for unsuccessful applications.