

## INFORMATION ON MEMBERSHIP APPLICATION

For full details, please refer to Articles 3, 4 and 5 of the Articles of Association of TIC.

### A. Membership Criteria

The principal criteria for the two types of membership are:

#### ORDINARY MEMBER

1. it is a limited company incorporated or registered in Hong Kong;
2. its only business is travel-related and tourism **【Note 1】** ;
3. it is a member of one of the Association Members **【Note 2】** ;
4. it has a minimum paid-up capital of HK\$500,000.- plus HK\$250,000.- for each additional branch office;
5. it conducts its business within separate and independent commercial premises/buildings which are used solely for the travel-related and tourism business **【Note 1】** ;
6. it employs at each office at least a manager who has a minimum of two consecutive years' relevant practical experience within the recent 5 years and another full-time staff member;
7. its controllers, directors, principal shareholders, secretary or officers do not have a criminal record involving fraud, corruption, dishonesty or offences against the Travel Agents Ordinance, and are not undischarged bankrupts or associated with any insolvent business. Each of them are respectable and honest businessmen and are otherwise Fit and Proper Persons.



## AFFILIATE MEMBER

1. he is a sole proprietorship or partnership;
2. he is a member of one of the Association Members **【Note 2】** ;
3. he should provide a bank guarantee of HK\$150,000.- in favour of TIC, or pay to TIC of HK\$150,000 as the security;
4. he conducts his business within separate and independent commercial premises/buildings which are used solely for the travel-related and tourism business **【Note 1】** ;
5. he employs at each office at least a manager who has a minimum of two consecutive years' relevant practical experience within the recent 5 years and another full-time staff member;
6. he and his partners, or any person employed or concerned in the management of the travel and tourism business do not have a criminal record involving fraud, corruption, dishonesty or offences against the Travel Agents Ordinance, and are not undischarged bankrupts or associated with any insolvent business. Each of them are respectable and honest businessmen and are otherwise Fit and Proper Persons;
7. he shall **not**
  1. have any branch office; and
  2. register, or organise or operate a tour (a package tour is a travel service consisting of two or more of the following three components - transportation, accommodation and organised activities).

***\* Note: If the company/trade names of companies applying for TIC membership are identical or similar to those of existing members or their names contain components not related to travel or tourism, the TIC may reject such applications even though the names are accepted by/registered with the Companies Registry or the Business Registration Office. For any queries, please contact the TIC Membership Department.***

## **B. Fees**

### 1. Entrance Fee

Ordinary member: HK\$3,000.-

Affiliate member: HK\$1,800.-

(Cheque to be made payable to “**Travel Industry Council of Hong Kong**”)

### 2. Annual Subscription

Ordinary member: HK\$1,000.-&

HK\$600.- per branch

Affiliate member: HK\$600.-

\* Applicants who are admitted as members between 1st January and 30th June shall pay the half-yearly rate of HK\$500.- (for Ordinary Member) and HK\$300.- (for Affiliate Member) in the first year.

(Cheque to be made payable to “**Travel Industry Council of Hong Kong**”)

### 3. Compulsory contribution to the TIC Bonding Fund. HK\$2,000.-

\* This contribution is refundable upon ceasing of membership of TIC and member association.

(Cheque to be made payable to “**TICBF LTD**”)

**\* Note: The above fees are payable on the date on which the notice of approval of membership is given to the Applicant.**

### C. Application Documents

Please submit the following when applying for TIC membership:

1. [**Application Form for Membership**] duly completed and endorsed by the Association Member
2. Business Registration Certificate (copy)
3. [**Application Form for Approval of Use of Premises**] duly completed and copy of the relevant Stamped Tenancy Agreement or Sale and Purchase Agreement
4. Certificate of Incorporation (copy) – for Limited Company only
5. Memorandum & Articles of Association (copy) – for Limited Company only
6. Return of Allotments [**FORM SC1**] (certified true copy by the Companies Registry/Auditors/Solicitor) and/or Letter issued by the Auditor/Solicitor to certify the paid-up capital and shareholding structure of the company – for Limited Company only
7. Incorporation Form / Notification of First Director [**FORM NC1 / FORM D1**] and/or Notification of Change of Director [**FORM D2A**] reporting the directors of the company (copy) - for Limited Company only
8. Business Registration Certificate Application Form [**FORM 1(a)** or **FORM 1(c)**] (copy) – for Sole Proprietorship/Partnership
9. Letter of Bank Guarantee (specimen enclosed), or a cheque of HK\$150,000 payable to 'Travel Industry Council of Hong Kong' and a signed Agreement on the payment of Security – for Sole Proprietorship/Partnership
10. Declaration made by the company and each shareholder/director/authorised person/manager (i.e. completion of enclosed **FORM D (i)** and **FORM D (ii)**)
11. Confirmation of business nature and undertaking to pay the Levy:
  - a. Enclosed **FORM A** to be completed by Limited Company;
  - b. Enclosed **FORM A (i)** to be completed by Sole Proprietorship/Partnership
12. Document appointing the authorised person who must be the Chief Executive or Executive Director of the company:
  - a. Board Resolution/enclosed **FORM C** – for Limited Company;
  - b. Authorisation Letter/enclosed **FORM C (i)** – for Sole Proprietorship/Partnership
13. Brief resume of the manager named in the application form with emphasis on his/her relevant experience in the travel industry
14. Proof of an application for a licence being made to the Registrar of Travel Agents
15. Staff List

*\* Note: Apart from the documents mentioned above, the TIC may request the Applicant to provide other supplementary information or documents. Application will not be accepted if documents are not submitted in full.*

【附註一】

【Note 1】

## Guidelines on TIC Membership Criteria

### (A) Premises

#### 1. Exclusive use of premises

To comply with Articles 4(2)(g) and 4(3)(g) of the TIC's M&A in respect of office premises, the following must be observed:

- (i) Approval will be given to:
  - units within commercial buildings, and
  - units within non-commercial buildings if the internal layout of the premises indicates that they are purely for commercial use and are considered to be suitable for conducting travel-related and tourism business.
- (ii) The premises occupied by the agent must be easily and directly accessible to the general public, e.g. directly accessible through their own entrance from a street, a public concourse or lobby.
- (iii) There must be a Tenancy Agreement or Assignment to prove Ownership or Written Confirmation to prove the agent has the right to use the premises concerned to carry out business.
- (iv) The premises where the agent operates must be easily and clearly identifiable to the general public as offering travel-related and tourism services by the use of a signboard or other displays which must be permanently affixed or visible from the main reception area, except for the tour desks located in licensed hotels.
- (v) Non-adjointing units in the same building may be considered as "one premises" and one membership certificate can cover an address with different and separate units of the same building. If however a member chooses to treat the separate units as individual offices, e.g. different branch offices or one main office and one branch office, separate certificates will be required.

#### 2. Sharing of premises

According to Directive No. 249: "Rules for the sharing of premises", a member who meets the following conditions may apply to the TIC for conducting its travel-related and tourism business within the same premises with more than one member (including its parent / affiliate / holding company which shall also be a member):

- (i) such premises shall be separate and independent commercial premises / buildings which are easily identified as being used solely for travel-related and tourism business;

- (ii) the number of members which occupy such premises shall not exceed eight and each of them shall have an area not smaller than 30 square feet for its exclusive use as its business location;
- (iii) each of the members within such premises shall occupy an area which is well-defined and firmly partitioned off as its business location and shall be identifiable by its own code different from codes used by the other members;
- (iv) each of the members within such premises shall submit a tenancy agreement or a written agreement or other relevant documents to prove its right to use its business location, enclosed with the floor plan of such premises, on which the company name(s) or trade name(s) of each member and the location of its partitioned area shall be clearly designated; <sup>Note</sup>
- (v) the company name(s) or trade name(s) of each of the members shall be clearly displayed at the entrance or a prominent place near the entrance to such premises and at its business location within such premises for easy identification by the public;
- (vi) each of the members within such premises shall register with the TIC at least one telephone number and email address solely used by itself; and
- (vii) if any of the members has computers or storage space for important documents within such premises, such computers or storage space shall not be shared with the other members.

*Note: The floor plan of such premises and the business location of each of the members within such premises shall not be altered without prior written approval from the TIC.*

(B) Definition of travel-related and tourism business

The phrase “travel-related and tourism business” under Article 4 of the TIC’s M&A includes the following:

- (i) the operation, conducting or selling of package tours including tours with or without accommodation or transport;
- (ii) reservations for hotels or other types of holiday accommodation;
- (iii) reservations or arrangements for transportation including air, sea, and land transport and transfers including self-drive / car hire arrangements;
- (iv) information services relating to travel and tours;
- (v) provision of or reservation for tourist guide or shopping services to the tourists or sale of travel souvenirs;
- (vi) assistance to travellers with their applications for emigration, overseas studies, visas, travel documents and health documents;

- (vii) assistance with the selling of travel insurance;
- (viii) reservations of restaurants, convention / exhibition venues;
- (ix) arrangement for sightseeing or activities including delegation visits and property visits but agents should not be involved in the sale and purchase of the premises;
- (x) other ancillary services offered to agents' own clients such as money exchange, cargo forwarding, courier services etc.;
- (xi) all the above include either wholesale or retail services by the agent.

The Membership Committee may from time to time make further amendments / additions to the above guidelines subject to the approval from the TIC Board. While the Board will generally adopt the guidelines, they are subject to revision and the Board will exercise discretion in appropriate cases.

*September 2020*

【附註二】

【Note 2】

屬會

Association Members of TIC

\*\*\*\*\*

屬會名稱 Name of Association	地址 Address	電話 / 傳真 / 網址 / 電郵 Tel / Fax / Website / E-mail
Hong Kong Association of Travel Agents (HATA) 香港旅行社協會	Units 502-4, 5/F, Skyway House North Block 3 Sham Mong Road, Tai Kok Tsui, Kowloon 九龍大角嘴深旺道 3 號 嘉運大廈北座 5 樓 502-504 室	Tel : 2869 8624 Fax : 2525 0986 Website: <a href="http://www.hata.org.hk">www.hata.org.hk</a> E-mail: <a href="mailto:manager@hata.org.hk">manager@hata.org.hk</a>
The Federation of Hong Kong Chinese Travel Agents (FHCTA) 香港華商旅遊協會	1201, Tai Shing Comm Building 498 – 500 Nathan Road, Kowloon 九龍彌敦道 498-500 號 泰盛商業大廈 1201 室	Tel : 2789 9083 Fax : 2789 2476 Website: <a href="http://www.fhcta.org.hk">www.fhcta.org.hk</a> E-mail: <a href="mailto:fhcta@netvigator.com">fhcta@netvigator.com</a>
International Chinese Tourist Association (ICTA) 國際華商觀光協會	5/F., United Centre, 95 Queensway, Admiralty, Hong Kong 香港金鐘道 95 號統一中心 5 樓	Tel : 2301 2293 Fax : 3909 1568 Website: <a href="http://www.icta.org.hk">www.icta.org.hk</a> E-mail: <a href="mailto:icta@biznetvigator.com">icta@biznetvigator.com</a>
Society of IATA Passenger Agents (SIPA) 國際航空協會審訂旅行社商會	Room 1101, 11/F, Tung Wai Commercial Building, 109-111 Gloucester Road, Wan Chai, Hong Kong 香港灣仔告士打道 109-111 號 東惠商業大廈 11 樓 1101 室	Tel : 2869 8601 Fax : 3914 7008 Website: <a href="http://www.sipa.org.hk">www.sipa.org.hk</a> E-mail: <a href="mailto:info@sipa.org.hk">info@sipa.org.hk</a>
Hongkong Taiwan Tourist Operators Association (TTOA) 港台旅行社同業商會	Room B-C, 20/F, 88 Commercial Building 28-34 Wing Lok Street, Sheung Wan, Hong Kong 香港上環永樂街 28-34 號 東成商業大廈 20 樓 B-C 室	Tel : 2541 2033 Fax : 2541 2668 Website: <a href="http://www.ttoa.com.hk">www.ttoa.com.hk</a> E-mail: <a href="mailto:info@ttoa.hk">info@ttoa.hk</a>
Hong Kong Association of China Travel Organisers (HACTO) 香港中國旅遊協會	4/F, China Travel Building 77 Queen's Road, Central, Hong Kong 香港皇后大道中 77 號 中旅大廈 4 樓	Tel : 2815 8162 Fax : 2541 2156 Website: <a href="http://www.hacto.com.hk">www.hacto.com.hk</a> E-mail: <a href="mailto:hacto@ctg.cn">hacto@ctg.cn</a>
Hong Kong Outbound Tour Operators' Association (OTOA) 香港外遊旅行團代理商協會	Room 606A 6/F Tower 1 Harbour Centre 1 Hok Cheung Street Hung Hom Kowloon 九龍紅磡鶴翔街 1 號 維港中心 1 座 6 樓 606A 室	Tel : 2388 0167 Fax : 2388 0457 Website: <a href="http://www.otoa.org.hk">www.otoa.org.hk</a> E-mail: <a href="mailto:info@otoa.org.hk">info@otoa.org.hk</a>
Hongkong Japanese Tour Operators Association (HJTOA) 香港日本人旅客手配業社協會	Unit 708, 7/F, Tower A, New Mandarin Plaza No.14 Science Museum Road Tsim Sha Tsui, Kowloon 九龍尖沙咀科學館道 14 號 新文華中心 A 座 7 樓 708 室	Tel : 2312 2888 Fax : 2312 2797 Website: <a href="http://www.hjtoa.com">www.hjtoa.com</a> E-mail: <a href="mailto:secretariat@hjtoa.com">secretariat@hjtoa.com</a>





**申請批准使用營業處所表格**  
**Application Form for Approval of Use of Premises**

新入會會員地址  
Address of New Member

更改總行地址  
Change of Head Office Address

更改分行地址  
Change of Branch Address

公司名稱： Company Name:	<hr/>		
營業名稱 (如與上不同)： Trade Name (if different from above):	<hr/>		
旅行代理牌照號碼： Travel Agent Licence No.:	<hr/>		
現時地址 (如適用)： Existing Address (if applicable):	<hr/>		
聯絡人姓名： Contact Person:	<hr/>	聯絡電話： Telephone:	<hr/>

**地址資料 Information of Address**

生效日期(營業日期)： Effective Date (Operation Date):	<hr/>		
中文地址： Chinese Address:	<hr/>		
英文地址： English Address:	<hr/>		
類別： Type:	<input type="checkbox"/> 單獨使用營業處所 Exclusive use of premises	<input type="checkbox"/> 共同使用營業處所* Sharing of premises*	
電話號碼： Telephone No.:	<hr/>	傳真號碼： Fax No.:	<hr/>
電郵地址： Email Address:	<hr/>		
網址： Website:	<hr/>		
業主 / 出租人： Landlord / Lessor:	<hr/>	營業地點面積： Size of area:	<hr/> 平方呎 sq. ft
營業處所內的其他會員(如有)： Other members sharing the premises (if any):	<hr/>		

\*註： 1. 必須附上顯示處所內每家會員營業地點的平面圖。平面圖及營業地點如需改動，必須先獲得議會書面批准。  
2. 該營業處所內如有電腦或重要文件存放處，不得與其他會員共同使用。

\*Note: 1. A copy of the floor plan showing the business location of each member within the premises must be submitted. If the floor plan and any business location need to be altered, prior written approval from the TIC is required.  
2. If there are computers or storage space for important documents within the premises, such computers or storage space must not be shared with the other members.



香港旅遊業議會  
TRAVEL INDUSTRY COUNCIL  
OF HONG KONG  
Incorporated with limited liability

香港北角英皇道 250 號北角城中心 1706-1709 室  
Rooms 1706-1709, Fortress Tower,  
250 King's Road, North Point, Hong Kong.

電話 Phone: (852) 2807 1199

傳真 Fax: (852) 2510 9907

網址 Website: <http://www.tichk.org>

電郵 E-mail: [office@tichk.org](mailto:office@tichk.org)

聲明： 本公司確認已符合議會有關營業處所的規定，並且明白必須遵守議會訂明的會籍準則、香港法例、大廈公契及其他相關要求(例如建築及防火等)。如有任何違規或爭議，本公司須自行承擔由此引致的所有責任。

Declaration: We confirm that we have fulfilled the requirements of premises prescribed by the TIC, and understand that we must comply with the Membership Criteria prescribed by the TIC, the laws of Hong Kong, the Deed of Mutual Covenant and other relevant requirements concerning, for example, buildings and fire safety. In case of any violations or disputes, we shall assume all the responsibilities arising therefrom.

負責人簽署及公司印章：

Signature & Company Stamp: \_\_\_\_\_

姓名：

Name: \_\_\_\_\_

職位：

Title: \_\_\_\_\_

申請日期：

Date: \_\_\_\_\_

(由有限公司填寫)  
(To be completed by Limited Company)

致香港旅遊業議會

To: Travel Industry Council of Hong Kong

日期

Date: \_\_\_\_\_

**申請議會會籍**  
**Application for TIC Membership**

為遵守議會《組織章程細則》第4及第7條之規定，茲特此確認，本公司  
In order to comply with Articles 4 and 7 of the Articles of Association of the TIC, we

公司名稱

Company Name : \_\_\_\_\_

營業名稱

Trade Name (if any) : \_\_\_\_\_

專營與旅遊有關及旅遊業之業務，並承諾會根據《旅行代理商(修訂)條例》，向旅遊業賠償基金  
管理委員會繳付基金徵費與向議會繳付議會徵費。

confirm that our only business is travel-related and tourism and hereby undertake to make payment  
of the Fund Levy and Council Levy in accordance with the Travel Agents (Amendment) Ordinance  
to TICF Management Board and TIC respectively.

負責人簽署及公司印鑑

Signed by authorised person  
with the Company Chop

\_\_\_\_\_  
姓名(正楷) :

Name of Signatory (in block letters)

(由東主 / 合夥人填寫)  
(To be completed by Sole Proprietor / Partners)

致香港旅遊業議會

To: Travel Industry Council of Hong Kong

日期

Date: \_\_\_\_\_

**申請議會會籍**  
**Application for TIC Membership**

為遵守議會《組織章程細則》第4及第7條之規定，茲特此確認，本公司  
In order to comply with Articles 4 and 7 of the Articles of Association of the TIC, we

公司名稱

Company Name : \_\_\_\_\_

營業名稱

Trade Name (if any) : \_\_\_\_\_

的營業地點乃專營與旅遊有關及旅遊業之業務，並承諾會根據《旅行代理商(修訂)條例》，向  
旅遊業賠償基金管理委員會繳付基金徵費與向議會繳付議會徵費。

confirm that our office premises are solely for the use of travel-related and tourism business and  
hereby undertake to make payment of the Fund Levy and Council Levy in accordance with the  
Travel Agents (Amendment) Ordinance to TICF Management Board and TIC respectively.

負責人簽署及公司印鑑

Signed by authorised person  
with the Company Chop

\_\_\_\_\_  
姓名(正楷) :

Name of Signatory (in block letters)

**董事局議決書**  
**BOARD RESOLUTION**

(由有限公司填寫)  
(To be completed by Limited Company)

公司名稱  
Name of Company: \_\_\_\_\_

營業名稱  
Trade Name (if any): \_\_\_\_\_

董事局會議紀錄：  
Minutes of the Board meeting of the company held at

會議地點 Place : \_\_\_\_\_

時間 Time : \_\_\_\_\_

日期 Date : \_\_\_\_\_

出席者 Present : (主席)  
(Chairman) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

董事局一致通過以下議決案：  
The following resolution was unanimously passed:

“茲委任以下人士為本公司負責人，其擁有本公司最高的執行權力，全權負責公司所有事務。  
**THAT the person below is hereby appointed as the authorised person of the company with immediate effect. The appointee is having the most senior executive authority in the company and is responsible for all the company's affairs.**

中文姓名  
Name in Chinese: \_\_\_\_\_

英文姓名  
Name in English: \_\_\_\_\_

香港身份證 / 護照號碼  
HK ID Card No. / Passport No.: \_\_\_\_\_

住宅地址  
Residential Address: \_\_\_\_\_

電話  
Telephone No:      住宅      手提  
Residential      \_\_\_\_\_      Mobile      \_\_\_\_\_

公司職位  
Title in the company: \_\_\_\_\_

負責人之簽署樣本為  
The specimen signature for the appointee is \_\_\_\_\_.”

主席簽署及公司印鑑  
Signed by the Chairman  
with the Company Chop

\_\_\_\_\_

委任書  
**AUTHORISATION LETTER**

(由東主 / 合夥人填寫)  
(To be completed by Sole Proprietor / Partners)

公司名稱

Name of Company: \_\_\_\_\_

營業名稱

Trade Name (if any): \_\_\_\_\_

本公司同意

I / We agree:

“委任以下人士為本公司負責人，其擁有本公司最高的執行權力，全權負責公司所有事務。

**THAT the person below is hereby appointed as the authorised person of the company with immediate effect. The appointee is having the most senior executive authority in the company and is responsible for all the company's affairs.**

中文姓名

Name in Chinese: \_\_\_\_\_

英文姓名

Name in English: \_\_\_\_\_

香港身份證 / 護照號碼

HK ID Card No. / Passport No.: \_\_\_\_\_

住宅地址

Residential Address: \_\_\_\_\_

電話

Telephone No:

住宅

Residential

手提

Mobile

公司職位

Title in the company: \_\_\_\_\_

負責人之簽署樣本為

The specimen signature for the appointee is \_\_\_\_\_.”

東主 / 全體合夥人簽署及公司印鑑

Signed by sole proprietor / all partners

with the Company Chop

東主 / 合夥人姓名

Name of sole proprietor / partners :

日期

Date: \_\_\_\_\_

申 報 書

**DECLARATION**

(只供有限公司使用 Applicable to Limited Company only)

本 表 格 須 由 公 司 授 權 之 負 責 人 填 寫  
To be completed by the authorised person of the company

1. (a) 公司曾否在香港或其他地方被定罪？  
Has the company been convicted, whether in Hong Kong or elsewhere, of an offence?

有 無  
Yes  No

- (b) 如在(a)題答「有」，請詳述下列各項：  
If the answer to (a) is 'Yes', please give the following details:

英文(English)  
被告全名  
Full name of defendant \_\_\_\_\_

中文(Chinese)  
\_\_\_\_\_

所犯罪行  
The Offence \_\_\_\_\_

會施加的刑罰（如有的話）  
Penalty (if any) imposed \_\_\_\_\_

定罪日期及地點  
Date and Place of conviction \_\_\_\_\_

2. 公司是否有任何判定債項、司法判決或法院命令規定須由公司支付賠償或其他款項尚未清償？  
Are there any unsatisfied judgement debts, or judgements or court orders for the payment of damages or sum of money, outstanding against the company?

有 無  
Yes  No

表格丁(i)  
FORM D (i)

3. 公司曾否在香港或其他地方成爲債務償還安排的一方，或與其債權人訂立任何形式的債務重整協議？

Has the company ever, in Hong Kong or elsewhere, been a party to a scheme of arrangement or entered into any form of composition with his creditors?

有  
Yes

無  
No

4. 曾否有任何呈請書申請將公司清盤？

Has a petition ever been presented for winding up the company?

有  
Yes

無  
No

本人聲明：盡本人所知所信，本人在本申報書提供的所有資料，均屬真實正確。

I declare that all information given by me in this form is true and correct to the best of my knowledge and belief.

公司印章及簽署

Signature & Company Chop: \_\_\_\_\_

簽署人姓名

Name of Signatory: \_\_\_\_\_

職位

Capacity: \_\_\_\_\_

日期

Date: \_\_\_\_\_

\* 如有需要，請影印本表以供使用。

Please make photocopy(ies) for additional use.



申 報 書  
**DECLARATION**

本表格須由每位公司股東 / 董事 / 合夥人 / 負責人 / 經理填寫  
To be completed by each Shareholder / Director / Partner /  
Authorised person / Manager of the company

\* If the Shareholder / Director is a limited company, please complete Form D(i).  
若股東 / 董事為有限公司，請填寫表格丁(i)。

1. (a) 閣下曾否在香港或其他地方被定罪<sup>(註)</sup>？  
Have you ever been convicted, whether in Hong Kong or elsewhere, of an offence<sup>(Note)</sup>?

有                      無  
Yes                       No

(b) 如在(a)題答「有」，請詳述下列各項：  
If the answer to (a) is 'Yes', please give the following details:

英文(English)

被告全名  
Full name of defendant

\_\_\_\_\_

中文(Chinese)

\_\_\_\_\_

香港身份證號碼  
H.K.I.D. Card No.

\_\_\_\_\_

所犯罪行  
The Offence

\_\_\_\_\_

曾施加的刑罰（如有的話）  
Penalty (if any) imposed

\_\_\_\_\_

定罪日期及地點  
Date and Place of conviction

\_\_\_\_\_

表格丁(ii)  
FORM D (ii)

2. 閣下曾否在香港或其他地方被宣布為破產人？

Have you ever, in Hong Kong or elsewhere, been declared a bankrupt?

有  
Yes

無  
No

3. 曾否有破產呈請書在香港或其他地方送達閣下，而結果閣下並未因此被宣布破產？

Have you ever, in Hong Kong or elsewhere, been served with a bankruptcy petition which did not result in your being declared bankrupt?

有  
Yes

無  
No

4. 閣下曾否有在香港或其他地方成為債務償還安排的一方，或與債權人訂立任何形式的債務重整協議？

Have you ever, in Hong Kong or elsewhere, been a party to a scheme of arrangement or entered into any form of composition with your creditors?

有  
Yes

無  
No

本人聲明：盡本人所知所信，本人在本申報書提供的所有資料，均屬真實正確。

I declare that all information given by me in this form is true and correct to the best of my knowledge and belief.

簽署

Signature: \_\_\_\_\_

簽署人姓名

Name of Signatory: \_\_\_\_\_

職位

Capacity: \_\_\_\_\_

日期

Date: \_\_\_\_\_

\* 如有需要，請影印本表以供使用。

Please make photocopy(ies) for additional use.

註：

Note:

根據《罪犯自新條例》(第 297 章)，申請人在下列情況下**無須**申報：

1. (a) 在香港被定罪，但並未因此被判處監禁超過 3 個月或罰款超過\$10,000；  
(b) 在此以前不曾在香港被定罪；及  
(c) 經過 3 年時間並未在香港再被定罪。

3 年時間由所述罪行被判刑的當日起計算。

或

2. 根據《定額罰款(交通違例事項)條例》(第 237 章)、《定額罰款(刑事訴訟)條例》(第 240 章) 或《定額罰款(公眾地方潔淨罪行)條例》(第 570 章) 繳付或被命令繳付定額罰款或任何附加罰款。

Under the Rehabilitation of Offenders Ordinance (Cap. 297), an applicant is **NOT** required to make any declaration if:-

1. (a) he/she has been convicted in Hong Kong of an offence in respect of which he/she was not sentenced to imprisonment exceeding 3 months or to a fine exceeding \$10,000;  
(b) he/she has not been convicted in Hong Kong on any earlier day of an offence; and  
(c) a period of 3 years has elapsed without that individual being again convicted in Hong Kong of an offence.

The period of 3 years shall be reckoned from the date on which the person concerned was sentenced for the offence convicted.

Or,

2. he/she pays or is ordered to pay a fixed penalty, or any additional penalty, under the Fixed Penalty (Traffic Contraventions) Ordinance (Cap. 237), the Fixed Penalty (Criminal Proceedings) Ordinance (Cap. 240) or the Fixed Penalty (Public Cleanliness Offences) Ordinance (Cap. 570).

樣本

Specimen

To: TRAVEL INDUSTRY COUNCIL OF HONG KONG  
ROOMS 1706-1709 FORTRESS TOWER  
250 KING'S ROAD  
NORTH POINT  
HONG KONG

Letter of Guarantee

In compliance with your Membership Criteria for being an Affiliate Member of the Travel Industry Council of Hong Kong, we hereby guarantee that in the event of any default on the part of \_\_\_\_\_ (Name of company) \_\_\_\_\_ (hereinafter called "the Accountee"), in honouring its obligations as a Travel Agent under the laws and regulations of Hong Kong, we will pay on written demand the sum of HK\$150,000.00 (Say HONG KONG DOLLARS ONE HUNDRED AND FIFTY THOUSAND ONLY) in any event.

Notwithstanding any provision to the contrary, we shall be entitled to terminate this guarantee by giving you two months' notice in writing and upon the expiration of such notice, unless you shall meantime have made demand on us for payment hereunder, this guarantee shall be void and of no effect and we shall cease absolutely to be further liable on this guarantee.

Date this \_\_\_\_\_ day of \_\_\_\_\_

(Signed by Bank)

## 收集個人資料 目的說明

### 收集目的

1. 這份表格所提供的個人資料，會作為香港旅遊業議會執行會務之用。

### 資料轉移對象類別

2. 你在這份表格所提供的資料，可能會因為上文第 1 段所述目的或在法例許可的情況下而向政府部門及/或有關機構披露。

### 查閱個人資料

3. 根據《個人資料(私隱)條例》第 18 及 22 條，以及附表 1 第 6 原則的規定，你有權查閱及更正個人資料，你查閱資料的權利，包括有權索取你在這份表格所提供的個人資料的副本。

### 查詢

4. 如對這份表格所收集的個人資料有任何查詢，包括查閱及改正資料，請與本會會員部高級經理聯絡，地址：香港北角英皇道 250 號北角城中心 1706-1709 室。

## Collection of personal data Statement of purpose

### Purpose of Collection

1. The personal data provided by means of this form will be used by the Travel Industry Council of Hong Kong for the purpose of implementing the Council's affairs.

### Classes of Transferees

2. The personal data you provide by means of this form may be disclosed to Government departments and/or related organizations for the purpose mentioned in paragraph 1 above, or if it is required under the law.

### Access to Personal Data

3. You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

### Enquiries

4. Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the Senior Manager of the TIC Membership Department at Rooms 1706-1709, Fortress Tower, 250 King's Road, North Point, Hong Kong.