



Ref. no.: \_\_\_\_\_  
(只供內部填寫)

更改會籍代表人資料表格  
Changing Membership Representative Form

公司名稱 \_\_\_\_\_ 會員編號 \_\_\_\_\_  
Company Name : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
聯絡人 \_\_\_\_\_ 電話 \_\_\_\_\_ 電郵 \_\_\_\_\_  
Contact Person : \_\_\_\_\_ Tel no. : \_\_\_\_\_ Email : \_\_\_\_\_

請於須要更新的項目方格加上“✓”號，並以中文及英文填寫資料，然後將表格電郵或郵寄至本會會籍部（地址：香港中環干諾道中 64 號廠商會大廈 3 樓），如資料齊備，本會將於 7 個工作天內處理有關申請。倘有查詢，請致電會員服務熱線（電話：2851 1555；電郵：sea6@cma.org.hk） Please specify the updated item(s) with a “✓” and provide the information in both Chinese & English if necessary. Please send the original form to Membership Department by email or mail. (Address: 3/F, CMA Building, 64 Connaught Road Central, Hong Kong). It will take 7 working days to process the application with complete information. For enquiries, please call membership hotline (Tel : 2851 1555 ; Email : sea6@cma.org.hk) .

|                          | 會籍項目<br>Membership Particular                                                                                                                                   | 現時記錄<br>Existing Record                   | 更新資料<br>Update Particular           |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------|
| <input type="checkbox"/> | 公司首名代表姓名(中)#<br>Name of the 1 <sup>st</sup> Representative (Eng)#<br>公司首名代表職銜(中)<br>Title of the 1 <sup>st</sup> Representative (Eng)<br>生日月份<br>Month of Birth | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br><br>(無須填寫) | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br><br> |
|                          | 更改首名代表原因<br>Reason for changing the 1 <sup>st</sup> representative<br>(必須填寫)                                                                                    |                                           |                                     |
| <input type="checkbox"/> | 公司第二名代表姓名(中)<br>Name of the 2 <sup>nd</sup> Representative (Eng)<br>公司第二名代表職銜(中)<br>Title of the 2 <sup>nd</sup> Representative (Eng)                           | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br>           | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br>     |
| <input type="checkbox"/> | 公司第三名代表姓名(中)<br>Name of the 3 <sup>rd</sup> Representative (Eng)<br>公司第三名代表職銜(中)<br>Title of the 3 <sup>rd</sup> Representative (Eng)                           | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br>           | 先生/小姐/女士*<br>Mr/Ms/Mdm*<br><br>     |

\*請刪除不適用者 Please delete the inappropriate items

#1. 新註冊代表須另填具本會印鑑卡 The new representative will be required to fill in Member's Signature Card  
2. 倘會員企業欲申請更改首名代表，必須提供更改的原因及由現有代表及新申請代表於申請表上簽署。倘現有代表及新申請代表未能於表格上同時簽署，敬請另行提供書面信件予本會解釋有關原因 For applying change of the 1<sup>st</sup> representative, member shall state reason(s) and the application form has to be signed by both existing and new 1<sup>st</sup> representatives. If either the existing or the new 1<sup>st</sup> representative could not sign off the form, please provide a letter with explanation for the Association's consideration.

首名代表簽署及公司印鑑(現有代表)  
Authorization Chop and Signature

首名代表簽署及公司印鑑(新申請代表)  
Authorization Chop and Signature

日期  
Date