



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

IMPORTANT

DIRECTIVE

Issue Date: 11 September 2009

Ref: BOD175/11092009/M/PW

**Members' application for change of business address
Resolution No. 175
(Directive category: General)**

According to the TIC's Articles of Association, the office premises of members shall comply with the relevant requirements in order for members to be issued with membership certificates printed with their new addresses. The Board of Directors adopted the Membership Committee's proposal and approved the following resolution at its meeting on 8 September 2009 in order to ensure that members comply with the requirements concerned:

Members which intend to change their business address, including that of their head office and branch office(s), shall make a written application to the TIC at least one week before the new business address takes effect.

When making an application, members shall pay a fee in accordance with Article 5(3) of the TIC's Articles of Association and submit the necessary documents (e.g. a copy of the tenancy agreement of the new business address). An on-site inspection will be conducted after the Executive Office has received the application and the fee concerned. A new membership certificate will be issued if the new address complies with the requirements.

This Directive takes effect from 1 October 2009. Members in breach of this directive will be subject to penalties laid down in Article 11 of the TIC's Articles of Association.

BY ORDER OF THE BOARD OF DIRECTORS
TRAVEL INDUSTRY COUNCIL OF HONG KONG

Joseph Tung
Executive Director