

**HONG KONG OCCUPATIONAL THERAPY ASSOCIATION LTD.**  
APPLICATION OF MEMBERSHIP ( 2019 – 2020 )



Name: Dr. / Mrs. / Miss / Ms. / Mr.\* (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_

HK I.D. :     XXX(X)

Other I.D. No( if applicable): \_\_\_\_\_

Name of Working Place: \_\_\_\_\_

Nature of Work:  Hospital Authority       Non-Government Organization       Civil Servant: SWD / DH / \_\_\_\_\_  
 Private Practice       Academic Institute       Others, Please Specify: \_\_\_\_\_

*(Please use block letters)*  
**Mailing Address:** \_\_\_\_\_  
**E-mail address\*:** \_\_\_\_\_  
*(\*Please make sure the email address is clearly stated as it will be the major mode for communication)*  
**Tel. No.: (Office)** \_\_\_\_\_ **(Home):** \_\_\_\_\_ **(Mobile):** \_\_\_\_\_

**PROFESSIONAL QUALIFICATIONS:**

Basic Qualification: \_\_\_\_\_ Year of graduation: \_\_\_\_\_  
Name of Academic Institution: \_\_\_\_\_  
Highest academic qualification: \_\_\_\_\_ Year obtained: \_\_\_\_\_  
Name of Academic Institution: \_\_\_\_\_

**APPLICATION OF MEMBERSHIP:** (please  in the appropriate box)

Category of Membership <small>[note 3]</small>	Type	Subscription fee <i>(Membership year starts from 1 May 2019)</i>			
		New	<input checked="" type="checkbox"/>	Renewal	<input checked="" type="checkbox"/>
Full member <small>[note 2]</small>	1 Year	\$ 350		\$ 300	
	3 Years	\$ 770		\$ 720	
	5 Years	\$ 1,220		\$ 1,170	

Previous membership No. \_\_\_\_\_

Student Member	New / Renewal	1 Year	\$ 100	
Associate Member	New / Renewal	1 Year	\$ 200	

I enclose herewith:

- Graduation certificate (for new or associate member application)  
 Student ID card (for student member application)

**Payment Procedure**

Please choose either method below :-

- By mail:**  
Crossed cheque No. : \_\_\_\_\_ Bank : \_\_\_\_\_  
Cheque should be made payable to **Hong Kong Occupational Therapy Association Ltd.**  
Send cheque and application form to:

**Hong Kong Occupational Therapy Association Ltd.**  
1126 Sui Fai Factory Estate, 5-13 Shan Mei Street, Sha Tin, Hong Kong.

- By fax or by email:**  
Copy of bank in slip together with application form can be faxed to 25587099 or email to [infomail.hkota@gmail.com](mailto:infomail.hkota@gmail.com) Please call 54066878 to confirm after fax or email.

Bank : DBS Bank  
A/C no. : 016-494-470610085  
A/C name : Hong Kong Occupational Therapy Association Ltd.

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

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

**For Official Use Only**

Credential Checked : \_\_\_\_\_ Membership Card No. : \_\_\_\_\_ Date : \_\_\_\_\_

## Relevant notes on Membership

### 1. Membership year

- 1.1 A membership year will subsist from **1<sup>st</sup> May to 30<sup>th</sup> April** of the subsequent year.
- 1.2 To facilitate renewal of membership of existing members, there is a discretionary grace period of around 3 months, i.e. from 1<sup>st</sup> May to 31<sup>st</sup> July of the year of expiry of membership, for existing members to complete renewing their memberships. Failing to comply with such time limits will be treated as New application of membership and New membership fee will be applied.

### 2. Membership Tenures

<b>Memberships</b>	<b>Tenures</b>
Full member	1 or 3 or 5 years
Associate / Student member	1 year

### 3. Benefits of members

<b>Memberships</b>	<b>Benefits</b>
Full member	-having voting rights -receiving newsletters and journals of HKOTA (if any) -having priorities in attending course organized by HKOTA and may enjoy discount in relevant course fees -enjoying most of the benefits of the Association of Hong Kong Nursing Staff (visit <a href="http://www.nurse.org.hk">www.nurse.org.hk</a> for details)
Associate/student member	-receiving newsletters of HKOTA (if any) - enjoying priorities in attending course organized by HKOTA and may enjoy discount in relevant course fees

### 4. Members' responsibilities

Member shall

- 4.1 comply to the Constitution of the Hong Kong Occupational Therapy Association \*
- 4.2 update HKOTA on his/her current particulars, i.e. e-mail address and telephone number, etc. whenever there is/are change(s), to facilitate effective communication
- 4.3 keep the membership card in good condition and return the same to HKOTA forthwith whenever it is requested
- 4.4 show to HKOTA's representative(s) his/her membership card for identity of membership in any event

### 5. Mode of communication

- 5.1 HKOTA will communicate with its members by e-mail
- 5.2 Relevant information including constitution of HKOTA, course information and relevant meeting information, etc. can be seen in the website: <http://www.hkota.org.hk>