

補領團員證/家長證申請
Member Card / Parent Card Replacement Request

請以正楷填寫並在適當之方格內加上「✓」號 Please complete in BLOCK LETTERS and tick appropriate boxes.

申請補領 Replacement Request :

團員證 Member Card 家長證 Parent Card 證套連掛繩 : _____套 Card Holder with Strap _____set

團員中文姓名 Member's Name in Chinese		團員英文姓名 Member's Name in English	
出生日期 Date of Birth	日 DD / 月 MM / 年 YY	家長/監護人姓名 Name of Parent/Guardian	

申請須知 Important Notes

- 家長可親臨本團辦事處遞交表格，恕不接受郵寄、電話、電郵或傳真申請。
Requests may be handed in to our offices. Requests made via mail, telephone, e-mail or fax will not be accepted.
- 補領遺失或損毀團員證及家長證之行政費用分別為每張港幣 10 元正及 30 元正。行政費並不包括證套或掛繩之費用，如有需要，可另行購買，費用為每套港幣 10 元正。
Replacement fee for lost or damaged Member Card and Parent Card is HK\$10 and HK\$30 respectively. The fee for Card Holder with Strap is excluded from the replacement fee. Each set of Card Holder with Strap is available at HK\$10.
- 新團員證或家長證將於遞交申請後 7 個工作天內完成。領取新團員證及家長證時需出示存根。
New Member Card / Parent Card will be available in 7 working days after request is received. Please present counterfoil to collect new Card.

領取地點 Location for collection 英皇道 King's Road 北角 (顯理) North Point 太古城 Tai Koo Shing 薄扶林 Pokfulam
 何文田 Homantin 海泓道 Hoi Wang Road 將軍澳 Tseung Kwan O 柴灣 Chai Wan

本人已詳細閱讀上述之「申請須知」，並明白一切已繳付之費用，將不獲退還。
I hereby declare that I have read the "Important Notes" and understood that all fees paid are non-refundable.

家長/監護人簽署 Signature of Parent/Guardian _____ 日期 Date _____

辦公室專用 For Official Use

合共 HK\$ _____ 經手人: _____ 收表分團: _____ 收表日期: _____

M011-1001

由本團填寫 For Official Use

補領團員證/家長證存根
Counterfoil for Member Card / Parent Card Replacement

團員姓名 Member's Name _____ 班別 Class _____
申請補領 Replacement Request 團員證 Member Card 家長證 Parent Card
 證套連掛繩 : _____套 Card Holder with Strap _____set
金額 Amount _____ 收表人 Processed by _____
本團蓋印 HKCC's Chop _____ 日期 Date _____
領取日期 Date of Collection _____ 經手人 Processed by _____