



《入會申請表》

Membership Application Form

香港珠寶製造業廠商會

Hong Kong Jewelry Manufacturers' Association

Established in 1988



Please complete in both English and Chinese & tick the appropriate box(es). 請以英文及中文填寫並在適當空格內填上✓號。
Please chop company round stamp next to amended information for verification. 如有修改，請在修改處蓋上公司圓印以茲識別。
(For details, please check the "Membership Application Guidelines". 詳情請參閱《入會申請須知》)

A. COMPANY INFORMATION 公司資料

Company Name 公司名稱 _____

Company Registered Address (中文) _____

公司註冊地址 (English) _____

Company Correspondence Address (中文) _____

公司聯絡地址 (English) _____
(若與註冊地址不符)

Tel 電話 (1) _____ Tel 電話 (2) _____ Email 電子郵件 _____ General 一般

Fax 傳真 (1) _____ Fax 傳真 (2) _____ Email 電子郵件 _____ Sales Dept. 營業部 Website 網頁 _____

Number Of Permanent Employees 受聘員工數目：
 HK 香港 _____ Mainland China 中國內地 _____ Others: Please specify name(s) of country/countries 其它：請說明國家名稱： _____

Business Registration Cert. No. 商業登記証號碼 _____ Date of Establishment of Company 公司成立日期 _____ / _____ / _____
 Date 日 Month 月 Year 年份

Banker 往來銀行： _____ Account No 賬戶號碼： _____

➤ Type of Ownership 業權形式

Unlimited Company 無限公司

Limited Company 有限公司

Sole Proprietorship 獨資

Private Company Limited 私營有限公司

Partnership 合股

Public Company 上市公司

➤ Type of Membership 會員類別

1. Ordinary Member 普通會員

2. Associate Member 附屬會員

3. Information Service Member 資訊服務會員

Applicants must seek **TWO Ordinary Members** of HKJMA as Referees. 申請入會公司必須得到本會兩家**普通會員**簽署推薦。

* Applicants established less than 1 year must also seek **ONE General Committee Member or Executive Committee Member** of HKJMA as an extra referee to propose their admission. 如申請公司成立未滿一年者，必須提交**多一位本會現職理事或執委**作為額外的推薦人。

Referee 推薦人 (1)		Referee 推薦人 (2)		Referee 推薦人 (3)*	
Company Name 公司中英文名稱		Company Name 公司中英文名稱		Company Name 公司中英文名稱	
Name of Representative 代表人姓名	Title 職銜	Name of Representative 代表人姓名	Title 職銜	Name of Representative 代表人姓名	Title 職銜
/		/		/	
Chop & Authorized Signature 簽署及蓋章		Chop & Authorized Signature 簽署及蓋章		Chop & Authorized Signature 簽署及蓋章	

➤ Name(s) of Owner(s) or Board of Directors 東主或董事局成員姓名

1. Mr/Ms/Mrs _____ 先生/小姐/女士

2. Mr/Ms/Mrs _____ 先生/小姐/女士

3. Mr/Ms/Mrs _____ 先生/小姐/女士

4. Mr/Ms/Mrs _____ 先生/小姐/女士

➤ **Name of Representative 代表人姓名 (Each company has only one representative 只限一名)**
 The representative must be the Company Chief or a senior staff who will be on behalf of the company to vote at the Annual General Meeting of the Association. He / She also will be the primary representative to receive all Association information. 公司代表人必須為公司負責人或高級職員，並獲授權代表公司在本會之會員大會上投票；公司代表人亦為公司內收取本會所有資訊及通告之首位人選。

Name : (Mr/Ms/Mrs) 姓名 (先生/小姐/女士)

 (English) (中文)
 職銜 Title : _____

 (English) (中文)
 手提電話號碼 Mobile Phone No : _____

**Specimen of Signature
代表人簽署樣本**

B. FACTORY INFORMATION 工場資料 (FOR ORDINARY MEMBER ONLY 只供「普通會員」填寫)

Location of factory 工場位置 : In Hong Kong 在香港 In Mainland China 在中國內地

Name of factory 工場名稱 _____

Address 地址 _____
 (中文) _____

Tel 電話 _____ Fax 傳真 _____ Size (Sq. Ft.) 面積 (平方呎) _____

Name of Person-in-Charge 負責人/法人代表名稱 (中文) _____ 先生/女士 Title 職銜 _____

No. of workers 工場員工數目 _____ Person(s)人 _____

Production Process involved 工場涉及之生產工序 (Part A)

<input type="checkbox"/> Casting 倒模	<input type="checkbox"/> Stone setting 鑲石	<input type="checkbox"/> Jewelry model making 做胚
<input type="checkbox"/> Electroplating 電金	<input type="checkbox"/> Die-casting 壓鑄	<input type="checkbox"/> Rapid Prototype 快速原形製造
<input type="checkbox"/> Engraving 雕刻	<input type="checkbox"/> Material fabrication 原料加工	

(Part B)
 Others, please specific 其他，請註明 _____

Name and number of machines used 生產工場設施、儀器及其數量 _____
 (如內文不夠位置填寫，請另加紙張) _____

Does your company own any certificates related to the machine management? E.g. ISO9001 / 14001
 貴公司是否擁有與生產制度相關之認證或證書? 例: ISO9001 / 14001

No 否
 Yes, please specific: _____
 是，請註明: _____

C. MEMBERSHIP OF OTHER(S) ASSOCIATION IN HK 其它本港商會會籍 **專責職位(如有)
Specific Post (If any)**

- Please tick the appropriate box(es) 請在適當空格內填上✓號*
- Diamond Federation of Hong Kong, China 香港鑽石總會 _____
 - The Gemmological Association of Hong Kong 香港寶石學協會 _____
 - The Hong Kong General Chamber of Commerce 香港總商會 _____
 - The Hong Kong Jewellery & Jade Manufacturers Association 香港珠寶玉石廠商會 _____
 - Federation of Hong Kong Industries 香港工業總會 _____
 - Hong Kong Pearl Association 香港珍珠商會 _____
 - Other(s)其它 (Please specify 請說明) _____

D. CHECK LIST OF DOCUMENTS REQUIRED 入會申請需提交之證明文件

For Limited Company 只適用於有限公司

- Membership Application Form 入會申請表正本
- * Certified True Copy of Business Registration Certificate *經確認之商業登記証副本
- * Certified True Copy of latest Annual Return or Notification of Secretary & Director (Form D) or Original of Company Particulars Report 經確認之周年申報表副本或董事及秘書通知書副本(Form D)或公司註冊處發出之公司資料報告正本
- * Certified True Copy of Memorandum and Articles (M&A) *經確認之公司章程與細則正本
- Certification of head count issued by MPF Service provider 強積金服務機構發出之僱員人數證明文件正本
- I.D. copies of 3 full-time Hong Kong permanent resident employee 3 位香港永久性居民全職僱員身份證明文件副本
- an I.D. copy of whom holds 50% of share / ownership of the company 公司股份擁有人(必須持 50%或以上)之身份證明文件副本
- Crossed cheque of entrance fee made payable to "HONG KONG JEWELRY MANUFACTURERS' ASSOCIATION LTD." 入會費之劃線支票，支票抬頭請寫「香港珠寶製造業廠商會有限公司」

* Must be certified by local Certified Public Accountant (practising) or solicitor *須經由本地執業會計師或律師確認

For Unlimited Company 只適用於無限公司

- Membership Application Form 入會申請表正本
- *Certified True Copy of Business Registration Certificate *經確認之商業登記証副本
- Form 1(a) or (C) issued by Inland Revenue Department 稅務局發出之個人在香港經營業務的商業登記申請表格 1(a) 或 (c)之正本
- Certification of head count issued by MPF Service provider 強積金服務機構發出之僱員人數證明文件正本
- I.D. copies of 3 full-time Hong Kong permanent resident employee 3 位香港永久性居民全職僱員身份證明文件副本
- an I.D. copy of whom holds 50% of share / ownership of the company 公司股份擁有人(必須持 50%或以上)之身份證明文件副本
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* Must be certified by local Certified Public Accountant (practising) or solicitor *須經由本地執業會計師或律師確認

Factory Certification (Applying for Ordinary Member shall submit) 如欲申請成為普通會員須一併提交下列廠牌証

Hong Kong Factory: 香港工場

- # Copy of valid Business Registration #工場有效之商業登記証副本

China Factory 中國內地廠房

- # Copy of Valid Business Registration (For Sole Proprietor) #有效之營業執照副本 (適用於獨資廠房)
- # Copy of contract of Processing Of Materials Provided by Foreign Clients (For Joint-Venture Business) #:有效之來料加工合同副本 (適用於與內地工場掛鉤之公司)

Document listed above should be certified by company chop & authorized signature #以上文件須蓋上公司印及負責人簽署

E. DECLARATION 聲明 (PLEASE COMPLETE IN BOTH ENGLISH AND CHINESE 請以英文及中文填寫)

We, _____ (Co name) 本公司 _____ (公司名稱)

hereby apply for the Membership of the Hong Kong Jewelry Manufacturers' Association Ltd., and if accepted, agree to abide by the rules and regulations of the Association as may be laid down by the Association from time to time. And that the information supplied may be included in official Association publications and other Association communication.

茲申請加入香港珠寶製造業廠商會有限公司，如蒙接納，本公司願遵守會方不時頒行之規則及條文；亦同意香港珠寶製造業廠商會有限公司在其刊物及商會通訊內刊出本公司所提供之資料。

Chop & Authorized Signature 公司負責人之簽署及公司長印

Title 職銜

Date 日期

Official Use Only
本會專用

Application received by _____ / _____ / _____
DD MM YY

HKJMA staff confirmation