

**IMPORTANT NOTE:** Please submit this completed declaration form to the ASHK Office by mail, fax or email **by the membership year's end (i.e. 30 September each year)**.



ACTUARIAL SOCIETY  
of  
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## Deferral and Waiver of Subscription Fee – Declaration

ASHK members in good standing who become involuntarily unemployed and are seeking full-time employment may be entitled to apply for a deferral of subscription fees at the time the subscription fee become payable (on 1 October).

The deferral will terminate if the members become employed during the membership year at which time the pro-rata balance of the current year's subscription dues are payable. Members will be responsible for informing the ASHK of the change in employment status.

The deferred subscription fees may be waived at membership year's end upon submission of this signed declaration that they remain unemployed for the entire year. A subscription fee waiver may be granted for a maximum of 2 consecutive years. Requests for a continuation of subscription fee waiver must be submitted annually and the circumstances reaffirmed.

- 1 I ..... (Member ID .....) solemnly and sincerely declare that:  
(Last Name) (First / Given Name)
  - (a) My previous application for deferral or waiver of subscription fee was approved on:  
1<sup>st</sup> time deferral/waiver ..... (DD/MM/YYYY)  
2<sup>nd</sup> time deferral/waiver ..... (DD/MM/YYYY)  
[Please tick one]
  - (b)  I have become employed since ..... (DD/MM/YYYY) and understand the obligation of paying a pro-rated subscription fee for the current membership year.  
 I remain unemployed for the entire membership year ended 30 September ..... (YYYY) and request for a waiver of this year's subscription fee.
- 2 I declare that the information in this form is, to the best of my knowledge and belief, accurate and complete.
- 3 I understand that the provision of personal data is voluntary according to Personal Data (Privacy) Ordinance. Personal data collected will be used for administration and management purposes including, but not limited to, membership admission, registration maintenance; accreditation of qualifications; enforcement of members' compliance with the Articles of Association and By-Laws (e.g. Continuing Professional Development) as well as any other Rules and Regulations of the ASHK for the time being in force and related matters; nomination for appointments in ASHK's Council /Committee(s)/Taskforce(s); compilation of ASHK membership directory/search and statistics; general mailing and communication activities; research and development; promotion of the profession and the ASHK; provision of membership services and activities; and handing of enquiries, feedback, complaints or disciplinary action. The ASHK will only retain personal data collected for such period as may be necessary for the carrying out of the above purposes and destroy any documents containing personal data it holds in accordance with its internal policy and applicable laws.
- 4 I confirm that I consent to the exchange of information between the ASHK and any of the International Actuarial Association ("IAA") full member associations including the IAA relating to my membership. This includes, but is not limited to, the provision to any disciplinary investigations team of ASHK of information on or relating to any investigation, finding, decision and determination undertaken or issued by my primary professional regulator in relation to my conduct, for the purpose of possible consideration under the ASHK's disciplinary scheme.
- 5 I understand that I may request at reasonable intervals to be informed of and have access to my own data held and have such data corrected or erased where appropriate. I can write to [info@actuaries.org.hk](mailto:info@actuaries.org.hk) for any queries on the ASHK's privacy policy.

Signature: ..... Date: ..... E-mail: .....

Form M005 - Ver. Aug 2017