**Annex 4**

**(Page 1 of 1)**

**THE HONG KONG INSTITUTE OF HOUSING**

**Form for Change of Personal Particulars**

**For Year**

To ensure full and accurate records are maintained by the Institute, please fill-in this form *EITHER* when you use the CPD Record Sheet – Activity Files for membership renewal \* *OR* upon any change of your personal particulars during the membership year.

**Personal Particulars :**

|  |
| --- |
| Dr./ Mr./ Mrs./ Ms./ Miss :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name (in Chinese) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Membership Type :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Membership No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Please Insert the Change(s) in Appropriate Area(s) :**

|  |  |  |  |
| --- | --- | --- | --- |
| Correspondence Address **:** | | | |
| Telephone **:** | (H) | (O) | (M) |
| Fax **:** | | Email : | |
| Company Name **:** | | | |
| Company Address: | | | |
| Job Title **:** | | | |
| Other professional/academic qualifications obtained : | | | |
| Holder of a PMP (Tier 1) or (Tier 2) license of PMSA :  🞏 Tier 1 \_ \_🞏 Tier 2 \_\_\_\_\_\_ valid until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Record of disciplinary action or criminal conviction relating to housing management profession in HK or elsewhere :  Please specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

\*This Form is submitted once per membership year together with the 1st time submission of Record Sheet – Activity Files (Annex 2(a)). It is not required in the subsequent CPD entries of the same membership year.

**Member’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- |
| Our journal “Housing Dynamics” and “Year Book” are now available on our website [www.housing.org.hk](http://www.housing.org.hk). Would you still like to receive a copy of the journal and / or the year book by post?  Housing Dynamics: 🞏Yes 🞏No Year Book: 🞏Yes 🞏No |
| Please send this Form to The Secretariat Office by one of the following ways:  **By Post:** Units 2008-2010, Telford House, 16 Wang Hoi Road, Kowloon Bay, Kowloon  **By Fax:** 2544 3112 **By e-mail**: cpd@housing.org.hk |

**🞏** Please use ✓