

NOTES TO HKFA MEMBERSHIP APPLICANTS

1. Background

The Hong Kong Football Association (HKFA) is keen to become more representative of the sport of football in Hong Kong and is encouraging applications from Clubs, leagues, associations, establishments and indeed all organisations that wish to contribute to football in Hong Kong to become members.

HKFA membership and related matters like admission procedure, rights and obligations, suspension, expulsion and resignation, etc. are primarily governed by and set out as Articles 7 to 11, Chapter III "Membership" of the Articles of Association. The HKFA Board also adopts at time rules, regulations and resolutions to supplement the application of these articles. Organisations interested in becoming a HKFA member are encouraged to peruse those documents in depth and detail before submitting an application. They are available through download from the official HKFA website (www.hkfa.com) or upon written request to the HKFA Secretariat.

Individuals are also encouraged to become Members, however it should be noted that Individual Members are not entitled to vote (see below).

2. Who can be a member?

Any organisation (legal person) or individual (natural person) can be a HKFA member. The only stipulation is that all members must be **'primarily interested in the development of football or provide significant services to football'**.

3. Types of membership

There are two kinds of members within the HKFA membership structure: Voting Members and Non-voting Members.

Voting Members

Voting-members are sub-categorized into (i) League Club, which are football playing clubs and must have its team participating in the official leagues of the HKFA; and (ii) Affiliate Members, which are non-playing organizations but render significant contributions and services to the game.

Non-voting Members

In brief, there are no criteria to be met to become a Non-voting Member. The only requirement is an interest in football.

4. How to apply

Any organization wishing to apply for HKFA membership should complete and return to the HKFA Secretariat the application form (Form I) which must be accompanied by the following documents and application fee (please refer to section 5 below):-

- i. A set of statutes and rules which is legally valid;
- ii. Copy of certificate of incorporation/certificate of society/business registration;
- iii. Any other information/documents supporting the evaluation application. In the case of an application for Voting Membership, this will include evidence of making a significant contribution to football or providing significant services to football.

Please note that there is a separate application form for people applying for Individual Membership (Form I – individual) and hence it is important for applicants to use the form relevant to his/her/its status and intention.

All these forms (Chinese and English) will be available for download through the official HKFA website or upon written request to the HKFA Secretariat.

Further reference can be made to specific regulations adopted by the HKFA governing the procedure for admission of new members and Football Forum members, which are also available through the official HKFA website.

5. **Membership related fees**

Fees are payable currently according to the follows:-

For organisation:-

	For First Admission (one-off)	Annual Subscription for renewal of membership
Voting Member	HK\$15,000	HK\$1,000
Non-voting Member	HK\$5,000	HK\$1,000

For individual:-

	For First Admission (one-off)	Annual Subscription for renewal of membership
Voting Member	N/A	N/A
Non-voting Member	HK\$2,000	HK\$1,000

6. **Timeline**

HKFA membership is always open for application and thus there is no specific deadline for applications.

However, the timescale for being approved as a member will differ from case to case. Non-voting Membership requires only the approval of the HKFA Board which holds meetings regularly (about once every two months).

Voting Membership, both playing Members and Affiliates, can only be approved by the HKFA Assembly (based on the Board's recommendation). Meetings of the Assembly are less regular, sometimes only once a year in the manner of an Annual General Meeting. Only under very exceptional circumstances will there be an Extraordinary Meeting of the Assembly. Voting Membership applications can be dealt with if and when an EGM is convened.

7. **Football Forum**

For the avoidance of doubt, the Football Forum is not a form of HKFA Membership either voting or non-voting. The Football Forum is a 'vehicle' set up to enable people interested in football to come and express their views and opinions. The intention is that, subject to interest, these meetings will be held on a quarterly basis. There will be meetings prior to each AGM or EGM of the HKFA Assembly. Content of the Football Forum discussion will be put before the HKFA Board and Assembly.

Participation in the Football Forum is open to anyone including organisations and individuals both HKFA Members and non-Members. First admission fee for organisations is HK\$2,000 and individuals HK\$1,000. Annual subscriptions will be HK\$1,000 and HK\$500 respectively. Members of the HKFA will not be expected to pay separately for participation in the Football Forum.

There is a separate application Form (H) and process for admission to the Football Forum. Entry into the Football Forum is at the discretion of the HKFA Board. In some cases organisations or individuals applying for Membership may be required to serve a probationary period of time (e.g. 3 months) on the Football Forum.