

MEMBERSHIP

Membership Application

I. Categories

1. Ordinary Members
 - i. Individual Ordinary Members [by capacity only]
 - ii. Association Ordinary Members [for membership upgrade application only]
2. Associate Members [for membership upgrade application only]
3. Observers [open application]

II. Applications

1. Any member of the International Olympic Committee who is born or domiciled in Hong Kong, two athletes' representatives elected from the Athletes Committee of the Federation (i.e., Chairperson and Vice-Chairperson) shall be Individual Ordinary Members.
2. For new membership application, applicant organization could apply for Observer membership status. Please refer to the [General Guidelines of applying to the Federation as Observer](#) for detail.
3. For existing Members, Observer may apply for membership upgrade as Associate Member, while Associate Member may apply for membership upgrade as Association Ordinary Member. Please refer to the [General Guidelines of applying for upgrading membership of Associate Member](#) and [General Guidelines of applying for upgrading membership of Association Ordinary Member](#) for detail.
4. For application, applicant organization shall write to the Honorary Secretary General of the Federation by email at secretariat@hkolympic.org and/or by post to 2/F, Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong, together with all documents as required in the Guidelines to support its application. Application with missing or inadequate information will not be considered.
5. Membership Affairs Committee of the Federation will assess the membership applications at its Committee Meeting to be held in April or October of each year.
6. As for new membership application, if Membership Affairs Committee supports that application, the Federation will engage an independent audit firm to audit all submitted documents by the that applicant organization. All audit management fee shall be paid by the applicant organization.
7. All membership applications should be conferred by a Special Resolution at the General Meeting.
8. The Federation reserves its right to review and change the mechanism for admission and upgrading of Members.
9. For right and obligation of Members, and terms and conditions for membership, please refer to SF&OC's Articles of Association and By-laws.
10. For enquiry, please contact the Secretariat by email at secretariat@hkolympic.org or by phone at 2504 8560.

Performance pledge for processing request for membership admission

1. Upon receipt of a written membership application from an applicant organization, the Federation will issue an initial reply to the applicant organization within ten working days to acknowledge it. If some of the required information are missing or inadequate in the application, the applicant organization is required to submit all required documents as stated in “General Guidelines of applying to the Federation as Observer” within one year. All applications will be reported at the Membership Affairs Committee of the Federation periodically.
2. When the Federation has received all required documents for membership application, the application will be submitted to the Membership Affairs Committee of the Federation for assessment within six months.
3. After vetted by the Membership Affairs Committee, the Federation will write to the applicant organization within three months about the decision of the Membership Affairs Committee Meeting. (If the Membership Affairs Committee supports the application, an independent audit firm engaged by the Federation will audit all submitted documents by that applicant organization.)
4. Upon receipt of the audit report from the independent auditing firm, the Federation will report the membership application to the Board of Officers within three months and will propose that membership application be considered at the next upcoming General Meeting.
5. After passed the resolution at the General Meeting, the Federation will issue a letter to the applicant organization within one month about the decision of the General Meeting.