NGEE ANN Alumni

APPLICATION FOR NAA MEMBERSHIP
Ordinary Membership – Non-Transferable

Please attach 2 passport size colour photos

1. PERSONAL PARTICULARS

FULL NAME [as stated in NRIC/Passport] (Please underline surname) Mr / Mrs / Ms / Mdm / Dr	**NATIONALITY** (Please tick) Singaporean [ ] Singapore PR [ ] Other [ ] _____(Please State Country)		
PREFERRED NAME ON CARD	**DATE OF BIRTH**	**SEX** M [ ] F [ ] (Please tick)	**MARITAL STATUS** Single [ ] Married [ ] Divorced [ ] (Please tick)
NRIC / PASSPORT NO.	**CONTACT NUMBERS**		
HOME ADDRESS	**HOME**	**OFFICE**	**HP / PGR**
	EMAIL ADDRESS (if any)		
COMPANY NAME & ADDRESS	**DESIGNATION**	**DEPARTMENT / YEAR GRADUATED**	
MAILING ADDRESS (Please tick) Home [ ] Company [ ]	**MEMBERSHIP TYPE** (Please tick) Individual [ ]		

MEMBERSHIP INFORMATION

NGEE ANN ALUMNI MEMBERSHIP: ORDINARY MEMBER (NON-TRANSFERABLE)

MEMBERSHIP ELIGIBILITY

- Membership open to any Ngee Ann Polytechnic graduates.

MEMBERSHIP FEES

Membership Entrance Fee: $50*
Monthly subscription fees: $20*
Late Fees* - A late fee of 2% or $3, whichever is higher, will be impose on the outstanding balance for payments not received by the payment due date as stated on the Statement of Accounts.
Nominal Monthly Subscription Fees for Absent Members – Members who are going overseas must apply to be placed on the Absent Members' List with documentary proof of the appropriate period of absence before leaving Singapore, subjected to General Committee's approval. The nominal monthly subscription fee is $5*.
Payment for subscription fees may be made by GIRO or Credit Card authorization.

TERMS AND CONDITIONS

1. **PAYMENT TERMS:** Payment of the full one month installment membership entrance fee is to be made by cash, NETS, GIRO, Credit Card or Cheque issued payable to **"NGEE ANN ALUMNI"** upon submission of membership application. Subsequent monthly subscription fees will be payable upon approval of application, via GIRO or Credit Card authorization.

2. **MEMBERSHIP APPLICATION :**
   All fields in the application form must be completed accurately and correctly. Please attach the following with your application:
   a) 2 passport-sized photographs each of applicant.
   b) A copy of your Ngee Ann Polytechnic Diploma
   c) GIRO or Credit Card Application form

NGEE ANN Alumni

3. **MEMBERSHIP APPROVAL & REGISTRATION:**
   - Applications are subjected to approval by the Ngee Ann Alumni General Committee.
   - The General Committee's decision is final.
   - Applicants will be informed officially in writing upon the approval / rejection of their applications.
   - Upon approval by the General Committee, the successful applicant will be registered as Ordinary Member of the Ngee Ann Alumni according to the name as provided in the application form.
   - Spouses and children shall not be considered as Ngee Ann Alumni members for any reason whatever.
   - Successful applicants will enjoy the membership privileges of the Ngee Ann Alumni Clubhouse. For unsuccessful application, the entrance fees and subscription fees paid in advance will be refunded in full via ordinary mail.

4. **CLUBHOUSE RULES & REGULATIONS:** All members are to abide by the by-laws, rules and regulations as defined in the Ngee Ann Alumni Constitution and any future additions and/or amendments as set by the NAA General Committee.

5. **MEMBERS' ESSENTIAL INFORMATION (Ref No: EssInfo2004_2/009/MSC):** Applicant must have read, understood, accepted and acknowledged the following NAA Members' Essential Information. NAA reserves the right to change the Members' Essential Information without prior notice.
   a. **Membership:**
      - ☐ **Transfer of Membership** – Membership is not transferable.
      - ☐ **Termination of Membership** – can only be terminated after all entrance fees and billed monthly subscription fees are fully paid. There will be no refund of any payments made.
      - ☐ **Suspension of Membership** – A member who does not settle amount due and payable by him to the Alumni will be sent a notification which the General Committee may suspend his privileges to use any of the club facilities.

      Membership Card:
      - ☐ **Issuance of Membership Card** – upon approval of membership application by the General Committee.
      - ☐ **Replacement of Membership Card*** – administrative charge of $20 for each card replacement by the member.

   b. **Correspondence:**
      - ☐ All correspondence sent to the stated address shall be deemed to be delivered to the member.
      - ☐ It is the responsibility of the member to update NAA of any change of address.

   c. **Clubhouse:**
      Facilities available are the Swimming Pool and Gym

DECLARATION
I hereby declare that the information stated above is true & I agree to abide by the constitution, rules & regulations of the Ngee Ann Alumni. I have read, understood, accepted & acknowledged the **Terms & Conditions** & **NAA Members' Essential Information**. I understand that my NAA Membership Application is subject to approval by the NAA General Committee. Signature _____ Date _____

FOR OFFICIAL USE ONLY		**MEMBERSHIP NUMBER:**			
DATE RECEIVED:		VALIDATED BY:			
MEMBERSHIP TYPE:	INDIVIDUAL	MEMBERSHIP FEE:			
AMOUNT PAID:		CHEQUE NO./ CASHIER'S ORDER:			
MGM Scheme: YES/NO	Recommended by existing member	Name:			M/ No:
NAA GENERAL COMMITTEE DECISION:	APPROVED [ ]	REJECTED [ ]	DATE:		
AUTHORISED BY :	PROPOSER :		SECONDER:		