

LISTING AS A PRIVATE QUANTITY SURVEYING FIRM/COMPANY DECLARATION FORM

The Quantity Surveying Division ('QSD') of the Hong Kong Institute of Surveyors ('HKIS') has decided to assemble a list of private Quantity Surveying Firms/Companies based upon the definition of:-

1. A firm/company whose principal business is the provision of professional quantity surveying consultancy services; and
2. The sole proprietor or at least 66% of which partners or directors, as the case may be, is/are Corporate Member(s) in the QSD.

The list will be updated at least annually and posted to the HKIS's web page or included in any other appropriate publications. The list will be provided in good faith. However, the QSD reserves the right to remove any firm/company from the list if such firm/company is discovered not to have fulfilled the requirements of the definition or where the sole proprietor/partner/director of the firm/company has been found by the Disciplinary Board of the HKIS to have contravened the HKIS's Rules of Conduct or any provisions of the HKIS's Bye-Laws.

Firms/companies wishing to be listed have to declare annually that they fulfil the requirements of the aforesaid definition by completing this Declaration Form, and inform the QSD of any changes which may render them unable to fulfill the said requirements within one month after the changes are made known to them.

Please return this duly completed Form and a copy of valid Business Registration Certificate to the HKIS Secretariat by fax (2868 4612) or mail to Room 1205, 12/F, Wing On Centre, 111 Connaught Road Central, Sheung Wan, Hong Kong.

New Application

Renewal

- 1) Trading Name of Firm/Company
(in English) _____
(in Chinese) _____
- 2) Business Address
(in English) _____
(in Chinese) _____
- 3) Nature of Business _____
- 4) Contact Person (*must be a Corporate Member of the QSD working full-time in a senior management position of the Firm/ Company*)
(Full Name in English) _____
(Full Name in Chinese) _____ HKIS Membership Number _____
Position in Firm/Company _____ Tel. No. _____
Website _____ E-mail address _____
- 5) Is your firm/company a sole proprietorship? YES / NO*
- 6) Is your firm/company on the list of Architectural and Associated Consultants Selection Board? YES / NO*
- 7) Number of Partners/Directors _____
- 8) Number of Partners/Directors who are FHKIS/MHKIS (QSD) _____
- 9) Number of FHKIS and MHKIS (QSD) (excluding Sole Proprietor/Partners/Directors) _____
- 10) Professional quantity surveying services which your firm/company is capable of providing:-

Core QS consultancy Value management Dispute resolution Project management

Please provide full details on separate sheets including:-

- (1) names and HKIS membership numbers for all Partners/Directors/Staff of your firm/company who are Corporate Members of HKIS (QSD); and
- (2) job reference, company brochure or similar (for internal vetting purpose only).

Declaration

- I/ We hereby declare that the above particulars and information are true and correct.
- I/ We understand that the acceptance for inclusion or not is at the sole discretion of the QSD.
- I/ We shall indemnify the HKIS from any claims or damages arising from any untrue and incorrect particulars and information provided in this Declaration Form above and give my/our consent that such particulars and information can be used for any of the purposes mentioned above.
- I/ We understand that the following disclaimer would be posted in the list of private Quantity Surveying Firms/ Companies: *The HKIS or QSD shall take no responsibility for the performance or behaviour of the firms/ companies that appear in the list.*
- I/ We agree that the QSD Council reserves the ultimate right to delist my firm/ company and should there be any dispute in this respect, the decision of the QSD Council shall be final.
- *[For renewal only]* I/ We declare that I/ we have been providing professional quantity surveying consultancy services since my/ our last application.

Signature of Contact Person with Company Chop

Date

Name in Block Letters

Designation

*Delete where inappropriate