

Request for

transfer (out) of membership to another ICOSA Division

**The Institute of Chartered
Secretaries and Administrators (ICSA)**
(Australian Division)

Governance Institute of Australia Ltd
ABN 49 008 615 950

ID no

1. Request for transfer

I, request to the National Council of Governance Institute of Australia that my membership be transferred to the Division below with immediate effect.

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Canada (CSC) | <input type="checkbox"/> Hong Kong (HKICS) | <input type="checkbox"/> Malaysia (MAICSA) | <input type="checkbox"/> New Zealand (CSNZ) |
| <input type="checkbox"/> Singapore (SAICSA) | <input type="checkbox"/> Southern Africa (CIS) | <input type="checkbox"/> United Kingdom (ICSA) | <input type="checkbox"/> Zimbabwe (ICAZ) |

I declare that I currently hold that the following for the above Division of transfer

- | | | | |
|--|---------------------------------------|---|---------------------------------------|
| <input type="checkbox"/> Permanent residency | <input type="checkbox"/> Working visa | <input type="checkbox"/> Temporary visa | <input type="checkbox"/> Student visa |
|--|---------------------------------------|---|---------------------------------------|

2. Personal details — please provide new contact details (please print clearly)

Title (Mr, Miss, Ms, Mrs)	First name	Middle name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Preferred name	Date of birth	Gender
<input type="text"/>	<input type="text"/> / /	<input type="checkbox"/> Male <input type="checkbox"/> Female
dd/mm/yyyy		

Postal address

City	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country	Business hours phone
<input type="text"/>	() <input type="text"/>

Mobile phone	Email
<input type="text"/>	<input type="text"/>

5. Privacy notice

Governance Institute of Australia Ltd collects personal information about you so that we can provide you with the services you have requested. We may also use your information to manage professional conduct issues, improve our products and services and offer you our or our sponsors', partners' or suppliers' products and services which may be relevant to your needs. We may disclose personal information about you to third party contractors (eg mailing houses, conference organisers), who may be located in Australia, the UK or the USA, but if we do so we take steps to ensure that your privacy is respected. We may also disclose your information to the Institute of Chartered Secretaries and Administrators in the UK if you are a member of this institute. Our privacy policy contains information about how you can access and correct the personal information we hold about you, or make a privacy complaint. It is available from our website governanceinstitute.com.au or from our offices. In regard to promotional material, please indicate below.

- I do not want to receive communication in any format from Governance Institute sent on behalf of its sponsors, partners or suppliers, or
- I do not want to receive communication in any format from Governance Institute about its own publications, information and events.

6. Declaration

I acknowledge that by requesting a transfer of membership to another Division, I must relinquish membership with Governance Institute of Australia. I understand that the only transferable qualification is ACIS (Associate of the Institute of Chartered Secretaries and Administrators) or FCIS (Fellow of the Institute of Chartered Secretaries and Administrators).

I understand I may be charged a fee and/or required to complete a transfer exam by the other Division once my membership is transferred.

Signature

Date / /

Continued overleaf

Office use only

Associate (ACIS) <input type="checkbox"/>	Fellow (FCIS) <input type="checkbox"/>	Date of transfer <input type="text" value="/ /"/>
ID no <input type="text"/>	ICSA no <input type="text"/>	Financial until <input type="text" value="/ /"/>
Notification of transfer acknowledged by National Council		Meeting date <input type="text" value="/ /"/>

ICSA Division contact details

Canada

Institute of Chartered Secretaries & Administrators
in Canada

202–300 March Road
Ottawa, Ontario K2K 2E2
Canada

E info@icsacanada.org
W icsacanada.org

Malaysia

The Malaysian Institute of Chartered Secretaries &
Administrators

Bangunan MAICSA
No, 57 The Boulevard
Mid Valley City
Lingkaran Syed Putra
59200 Kuala Lumpur
Malaysia

E maicsa@maicsa.org.my
W maicsa.org.my

Singapore

The Singapore Association of the Institute of Chartered
Secretaries & Administrators

149 Rochor Road
#04–07 Fu Lu Shou Complex
Singapore 188425

E enquiry@saicsa.org.sg
W saicsa.org.sg

United Kingdom

The Institute of Chartered Secretaries and
Administrators

Saffron House
6–10 Kirby Street
London EC1N 8TS
United Kingdom

E info@icsa.org.uk
W icsa.org.uk

Hong Kong

The Hong Kong Institute of Chartered Secretaries

3/F, Hong Kong Diamond Exchange Building
8 Duddell Street

Central

Hong Kong

E ask@hkics.org.hk
W hkics.org.hk

New Zealand

Chartered Secretaries New Zealand Inc.

PO Box 444
Shortland Street
Auckland 1040
New Zealand

E info@csnz.org
W csnz.org

Southern Africa

Chartered Secretaries Southern Africa

PO Box 3146
Houghton 2041
Republic of South Africa

E icsa@icsa.co.za
W icsa.co.za

Zimbabwe

Institute of Chartered Secretaries and Administrators
in Zimbabwe

PO Box CY172
Causeway
Harare
Zimbabwe

E cis@icsaz.co.zw
W icsaz.co.zw