

Quick Guide to Annual Renewal

2018 membership/ PC will expire on 31 December 2018.

WHEN will the renewal process begin?

- Renewal notice will be sent by email in mid-November 2018. **Hardcopy renewal notice along with payment advice will be sent on request only** (except for members who have paid the \$180 hardcopy surcharge.)
- In general, members are requested to pay the specified annual fee(s) and submit the Annual Return **on or before 15 December 2018** to complete the annual renewal process. New members admitted in the month of Nov/Dec 2018 are required to pay the 2019 member annual fee for annual renewal purpose. Their first CPD declaration period is from the joining date to 30 Nov 2019.

Last update on 11 September 2018

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