

APPLICATION FORM



The HKIFM Best Managed Facility Awards 2004 最佳設施管理獎 2004

1/F., Strong Bases Commercial Building, 478 Nathan Road, Kowloon, Hong Kong
Tel.: 2537 0456 Website: <http://www.hkifm.org.hk>
Fax: 2537 4426 Email: info@hkifm.org.hk

Deadline for application: 21 July 2004

Please use one application form for each facility.

Application for the HKIFM Best Managed Facility Awards 2004

Award Category Selected (please select one only of the following categories)

- The Best Managed Facility Awards – Residential Facility
- The Best Managed Facility Awards – Commercial Facility
- The Best Managed Facility Awards – Other Facility (Please specify the type of facility.....)

Applicant's Details (please complete in BLOCK letters)

Name of Facility (English).....
(Chinese).....

Principal Address

Gross Area.....

Description (In no more than 150 words describe your facility and summarize why you deserve to be selected as the winner of this category)

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Management Team's Details (please complete in BLOCK letters)

Organisation Name (English)

(Chinese).....

Principal Address

Name of Chief Executive Dr./Mr./Mrs./Miss

Title

Contact Person Dr./Mr./Mrs./Miss

Title

Tel. No. Fax No.
 E-mail Address
 Website
 Business Registration No.
 Nature of Business

 Employment Structure:
 Total Number of Employees
 Number of Employees engaged in FM

In accordance with the fees laid down by the HKIFM Best Managed Facility Awards 2004, I enclose herewith a cheque made payable to the Hong Kong Institute of Facility Management in a total sum of **HK\$** _____ (cheque no.....)

Declaration by Applicant

I declare that the information given is complete and accurate to the best of my knowledge. I understand that failure to provide sufficient or genuine information may result in disqualification. I attest to all the facts in this application form and give permission for publication in the event that the award is granted. I hereby declare that I have read and agree to the selection rules of the HKIFM Best Managed Facility Awards 2004 as set out by the Hong Kong Institute of Facility Management and am writing to apply for the award. I agree that all decisions of the organizer and the judging panel are final and binding in all aspects relating to the awards. I am prepared to attend preliminary and final interviews as and when necessary; and to attend the awards presentation ceremony.

 Authorized Signature with Applicant's official chop Name of Signatory Name of Company

 Date of Signing

To complete registration, please return the completed application form, together with applicants' supporting photos, organisation's business registration form copy and cheque, to the following address on/before 5:00pm, Wednesday, 21 July 2004. The Application Booklet with details will be mailed to you upon registration. The applicant shall comply with all the rules and regulations contained therein. The HKIFM reserves the right to supplement information contained in the Application Booklet. For discrepancies of any published information including any previous ads, the information contained in the said Booklet shall prevail.

Organizer:  **The Hong Kong Institute of Facility Management**

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* This application form can also be downloaded from <http://www.hkifm.org.hk>