

APPLICATION FOR MEMBERSHIP



The
Ceylon
Chamber of
Commerce

The Ceylon Chamber of Commerce

The premier forum for business

Extract from the Rules of the Chamber pertaining to Election of Members

- Eligibility for Membership**
3. Any Firm, Company, Corporation or individual resident in Sri Lanka and engaged or interested in the general trade of Sri Lanka and willing to aid in carrying into effect the objects of the Chamber shall be eligible for membership of the Chamber.
- Application for admission as a Member.**
4. (i) An application for membership of the Chamber may be forwarded by an eligible entity or individual, to the Secretary General, in the prescribed format.
- (ii) Every such application shall –
- (a) be proposed and seconded by two members of the Chamber of not less than five years standing one of whom should, unless the Applicant is in a new line of business, be engaged in the same class or business as the Applicant, stating that the applicant is, in their opinion, in every way suitable for membership of the Chamber.
- (b) be supported by such other documentation as may be required to establish eligibility and suitability.
- Procedure to approve application**
5. (i) Upon receipt of a duly completed Application, the Secretary General shall submit same to the Committee for a decision with regard to the admission of the Applicant as a member of the Chamber.
- (ii) The Committee shall consider such application at a meeting of the Committee and the applicant shall be admitted as a member of the Chamber upon the application being approved by two thirds (2/3rd) of the members of the Committee present and voting.
- (iii) Upon an application being approved by the Committee, and the payment of the Entrance fee and annual subscription, the name and other details of the member shall be entered in the Register of members.
- Patron Members**
6. A member may, at any time after admission as a member of the Chamber, inform the Secretary General of the desire to be recognized as a Patron member and shall, upon making the Patron Member subscription, be recognized as a Patron member and shall thereupon be entitled to such special privileges as may be determined by the Committee for Patron Members in addition to the rights and privileges of a member.
- Rights and privileges of members**
7. Every member who is not in arrears of subscription shall have all the rights and privileges of membership including the right to attend and vote at meetings of the general membership and shall, for the purpose of exercising the right to vote, be entitled to authorize one representative to cast the vote on its behalf.
- Change of Name, style etc.**
8. In the event of a change in the name of an individual who is a member, or of a change in the style of a firm which is a member, or of a change in the name of a company which is a member, the individual, firm or company in question shall re-apply for membership in accordance with the foregoing provisions and shall, if the Committee thinks fit, pay another entrance fee.
- Associate Members**
9. (i) Any individual or entity eligible to apply for membership of the Chamber in compliance with the Rules herein contained, may apply to the Secretary General to be admitted as an Associate Member if the annual turnover of that individual or entity and the number of employees in permanent employment by that individual or entity is less than such amount as is determined by the Committee.
- (ii) Any individual or entity admitted as an Associate Member shall be permitted to retain the Associate Membership status only for a maximum period of three years and shall, upon the completion of the term of three years, be admitted as a member of the Chamber if all the requirements therefor are satisfied.
- (iii) An Associate member shall pay the entrance fee and annual subscription as is determined by the Committee and shall be entitled to such privileges as may be determined by the Committee but shall not have the right to be represented on the Committee and to vote at meetings of the membership.
- Honorary Members**
10. At any General Meeting of the Chamber, the members present thereat may, by resolution passed by a majority of such members, admit as Honorary Members of the Chamber persons distinguished in commerce, finance, art or administration, or who shall have rendered to the Chamber services which the Chamber Committee considers to be of a special nature. Honorary members shall not be required to submit an application or to pay any fees.
- Overseas Members**
11. (i) Any individual, firm, company or corporation, resident or registered outside Sri Lanka, and who is engaged in exporting goods, services or technology to Sri Lanka or in making investments in Sri Lanka and is willing to aid in carrying into effect the objects of the Chamber is eligible but not entitled to election as an overseas member of the Chamber.
- (ii) The Committee shall make and enforce rules and by-laws necessary for the election and registration of an overseas member, payment of entrance fee and annual subscription fee by an overseas member, resignation, removal or suspension of an overseas member and provision of services to an overseas member and ancillary matters.
- (iii) An overseas member shall be entitled to and enjoy all the rights and privileges of a member of the Chamber other than the right to vote at meetings of the Chamber, to requisition meetings of the Chamber, to hold office in the Chamber as a member of the Committee of the Chamber or an office-bearer of the Chamber or as a member of any subcommittee of the Chamber or to be counted in the quorum for any meetings of the Chamber.

----- APPLICATION FOR MEMBERSHIP -----

The Secretary-General
The Ceylon Chamber of Commerce
No. 50, Navam Mawatha, Colombo 02.

I/We,
Name of Applicant :

Business :

Address :

hereby apply for election as a member of the Ceylon Chamber of Commerce and if so elected, I/We hereby agree to be bound by the Rules and Bye-Laws of the Chamber from time to time in force, by the decisions of the Committee and by the Code of ethics for business adopted at the General meeting of the Chamber held on February 19, 1982 as amended at subsequent General meetings.

I/We enclose herewith a true and accurate statement of the particulars required in terms of Rule 5 of the Chamber Rules.

.....
(Signature of applicant)

CERTIFICATE FROM PROPOSER AND SECONDER

The Secretary-General/CEO
The Ceylon Chamber of Commerce
No. 50, Navam Mawatha, Colombo 02.

With reference to the above application dated/...../..... made by M/s
..... of

for election as a member of the Ceylon Chamber of Commerce, we hereby certify that the above applicant is in our opinion, in every way suitable to be admitted as a member of the Ceylon Chamber of Commerce (CCC).

We further confirm that we have been members of the Chamber for over five (05) years.

PROPOSER

.....
Name of Member

.....
Address of Member

.....
Signature of Senior Partner/CEO/Managing Director/Chairman



SECONDER

.....
Name of Member

.....
Address of Member

.....
Signature of Senior Partner/CEO/Managing Director/Chairman



INFORMATION RE. APPLICANT

1. Name :

2. Address :

3. Telephone number/s :

4. Fax number/s :

5. E-mail :

6. Web address :

7. Nature of organisation:

Proprietorship

Partnership

Private Company

Public Company

Government organisation

Individual

8. Date & place of registration/incorporation :

9. Date of commencement of business :

10. Main business:

Imports

Exports

Manufacturing

Service

Trader

Agent

Wholesaler

Distributor

Retail

Other (please specify)

11. Main products :

Main services :

12. Other business, if any:

13. Full name of Directors/Partners/Proprietor:

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14. Name of the Chief Executive Officer:

15. If a subsidiary, give name of parent or holding company

16. If a parent company, give names of subsidiaries

17. Auditors: *(copy of last two years of audited accounts to be attached)*

18. Has applicant been a member of this Chamber at any time previously? If so, date of election:

19. If answer to above is YES, when and why did the applicant's membership cease?

20. Have you submitted an application for membership previously? Yes

No

If "Yes", what was its outcome?

21. Membership in any other Chambers or Trade Associations

22. Have you been or are you currently, a party to any trade disputes with any other individual or organisation in Sri Lanka or overseas?

Yes

No

If YES, please state –

Name of other Party to the dispute:

Subject matter of dispute (v. briefly):

23. Please state your main reason for joining the Chamber of Commerce:

To make business contacts

To receive business information

To participate in the activities of the Chamber

To contribute towards economic development

To obtain recognition locally and abroad through being a member of the Chamber

Other *(please specify)*

24. What in your view is the greatest benefit you will derive from being a member of the Chamber?

25. Number of employees

: Executives

Others

26. VAT registration/BTN

:

27. For communication purposes, please provide the following details:

Senior Management	Name	Designation	E-mail	Mobile
Chairman				
Managing Director				
Chief Executive Officer				
Head of Human Resources				
Head of Marketing				
Chief Financial Officer / or equivalent				

28. Date :

29. Signature :

30. Name & designation of the signatory:

31. Company Seal :

NB: The Ceylon Chamber of Commerce reserves the right to request additional information



The Ceylon Chamber of Commerce

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E-mail: membership@chamber.lk Website: www.chamber.lk