

UNION FINANCE COMMITTEE
THE HONG KONG UNIVERSITY STUDENTS' UNION COUNCIL

APPLICATION FORM FOR UNION LOAN FUND

GUIDELINES

1. Applicant should submit this application form to sufs@hku.hk OR the Union Office, together with the latest bank statement of the sub-organization with account balance. Applicant may attach any other documents as they deem relevant.
2. A form of undertaking should be signed by the Chairperson of the sub-organization after the approval of the application by UFC.
3. The approved amount of loan will only be transferred after the form of undertaking is signed.
4. Applicant may be required to present in UFC meeting in person.
5. Attach other relevant documents if needed.
6. The maximum amount of loan is **\$20,000**.

SUB-ORGANIZATION'S INFORMATION

Name of Sub-organization:

Annual Membership Fee (Total): \$

Annual Membership Fee (per member): \$

Name of Bank Account:

APPLICATION

Expected amount of loan: \$

Reasons for application:

REPAYMENT PLAN

(Half of the loan should be repaid within 6 months after signing the form of undertaking, and the remaining amount should be repaid within 12 months)

	Date of Repayment	Amount (\$)
1st installment		
2nd installment		
3rd installment (if any)		
4th installment (if any)		
	TOTAL:	

CONTACT INFORMATION

Chairperson of Sub-organization Name:

Contact No.:

Email Address:

Financial Secretary (or equivalent) Name:

Contact No.:

Email Address:

DATE OF APPLICATION (DD/MM/YY):

NAME OF APPLICANT:

POSITION:

SIGNATURE OF APPLICANT WITH SOCIETY STAMP