



To : Association & Chapter/Section Heads

Cc : Office Holders, HKTDC Regional & Branch Directors,
Federation Co-ordinators

From : Federation Chairman

Date : 14 Jan 2019

Subject : Federation's Membership Benefits & Membership Card Update

Dear Association / Chapter Heads,

1) Membership Benefits for Federation associates

As associates of the Federation, your members can enjoy a wide range of exclusive benefits and unparalleled business opportunities. The Federation Secretariat is pleased to recap some highlights as below. Please spread the news to your members now! *For details of each offer, please click on the link below.*

- [Access to the membership database of the Federation](#) (exclusive access by using the individual log-in credentials)
- [Free access to HKTDC Trade Fairs and VIP lounge](#)
- [Discount on purchase of Small Orders at hktdc.com](#)
- [Discount on HKTDC Customized Business Matching Service](#)
- Entitled to [participate at the Hong Kong Forum, the annual flagship event of the Federation](#)
- [Special airfares from Cathay Pacific and Cathay Dragon for joining the Hong Kong Forum](#)
- [Up to 50% off discount on HKTDC Market Research Materials](#)
- [10% off discount on purchase in HKTDC Design Gallery](#)

For the full Membership Benefits, please visit

<https://www.hkfederation.org.hk/benefits>.

2) Membership Card (New Arrangement)

Many of the above offers require presentation of the Federation's membership card. If your association would like to provide membership cards to your members, please encourage your members to register online <https://www.hkfederation.org.hk/signup> by **30 January 2019**.

We will produce and mail the membership cards to all BA secretariats around February / March 2019 in accordance to the list of the online associates directory for this 1st batch which will be valid till December 2019. Similarly for years afterwards, new membership cards with validity till December 2020 will be issued in early 2020. Reminder circulars will be sent to each member association closer to the time.



3) Brief on the Federation

In addition, for member associations' quick information, we have compiled a brief, containing the basic facts and figures of the Federation. Please feel free to refer to the below.

For any enquiries, please feel free to contact us at hkfederation@hktdc.org.

Best regards,

A handwritten signature in black ink, which appears to read "Irene Hau".

Irene Hau
Federation Secretary

BACKGROUND

- The Federation of Hong Kong Business Associations Worldwide is a unique network of 43* Hong Kong Business Associations in 32* countries with over 13,000* individual associates. (**as of December 2018*)
- These Hong Kong Business Associations comprise overseas traders, buyers and professionals, who have strong business links with Hong Kong in their respective countries and share the purpose of networking and exchanging of business information and ideas.
- Individual members of these associations are senior business people and SMEs in their home country. They are Hong Kong's close allies and partners in the world.
- With the help of the Hong Kong Trade Development Council (HKTDC), these associations were gathered under an umbrella network - the Federation of Hong Kong Business Associations Worldwide in November 2000.
- The Federation is a non-profit-making entity, incorporated as a limited company in Hong Kong under the Companies Ordinance. Details can be referred to Articles of the Association (AoA).

MISSION

- To promote global co-operation, communication exchange and synergies among the Hong Kong business associations worldwide;
- To provide a unified global voice that enhances business and investment opportunities in and through Hong Kong.

MEMBERSHIP *(as of December 2018)*

43 Member Associations

Asia + Australasia: 13

Europe: 16

The Americas: 14

ROLES OF MEMBER ASSOCIATIONS WITHIN THE FEDERATION

- To serve as the contact point between the Federation and its individual members, helping to circulate and communicate the latest Federation updates with its individual members;
- To nominate one representative to sit on the Executive Committee of the Federation, be responsible for casting vote on Federation matters such as election of Office Holders, change of secretary, etc.;
- To organise events for its members in keeping up with Hong Kong's latest development;
- To brief association members on benefits available for all Federation members (<https://www.hkfederation.org.hk/benefits>);
- To keep the Federation updated on its membership;
- To build connections with local governments, professional bodies and businesses interested in doing business with Hong Kong;
- To recommend relevant promotional events organised by HKTDC or other Hong Kong Inc. to all association members; and
- To recruit member associates to join the Hong Kong Forum.

LEADERSHIP (OFFICE HOLDERS)

- Every three years, members of the Executive Committee elect from amongst the members a Chairman, Vice Chairman, Honorary Treasurer and Honorary Secretary among the four regions, the position of which is on a rotation basis.

SECRETARIAT

HKTDC serves as the Secretariat and provides financial, secretariat, administrative and operational support to the Federation.

ANNUAL MEETINGS

Hong Kong Forum

- An annual flagship event of the Federation held in Hong Kong
- Serves as a platform to gather Federation associates in Hong Kong to allow participating members to:
 - keep abreast of the latest economic development of Hong Kong and on Mainland China;
 - network with experienced market players from around the world;
 - make and maintain the right business contacts; and
 - exchange ideas and information with entrepreneurs at the heart of the Hong Kong / China success story

Regional Forums

- Every year, each of the four regions – Asia, Australasia, Europe and North America will organise a Regional Forum in their respective regions.
- The aims of having a Regional Forum are for the member associations in each respective region to discuss issues and challenges in running these associations and promoting Hong Kong in their regions, sharing of best practices, as well as to brainstorm on corresponding strategies.

December 2018