



THE

LAW SOCIETY
OF HONG KONG

香港律師會

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THE LAW SOCIETY OF HONG KONG EDUCATIONAL TRUST FUND

Application Form

Notes to Applicant

1. This application will be considered by the Trustees of the Law Society of Hong Kong Educational Trust Fund based on either the merits of the application or the financial needs of the applicant. Completion of Part 2 (Monthly Income of the Applicant) and Part 3 (Monthly Expenses of the Applicant) is optional but if the applicant chooses not to complete these two Parts, the application will be considered on merits only.
2. Please attach the following information together with this application :
 - Your curriculum vitae together with contact phone number
 - A brochure of the event / conference / seminar / course
3. Please return the completed application form to the Assistant Director, Administration, The Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road, Central, Hong Kong.

Name of Applicant : _____

HKID Card No. : _____

Date of Birth : _____

Date of Admission : _____
in Hong Kong

Date of Admission : _____
in UK

1. Nature of the application

I wish to attend / enroll / participate in a :

A. Type ☐ Overseas Conference/Seminar. Title of the Conference
/Seminar & Location :

☐ Local Conference/Seminar. Title of the Conference/Seminar :

☐ Studies. Name of the Course :

☐ Research/Survey. Title of the Research/Survey :

☐ Others, please specify nature & location :

B. Costs of : Application Fee / Registration Fee :

The Event HK\$ _____

Airfare if in Overseas :

HK\$ _____

Hotel Accommodation if in Overseas :

HK\$ _____

Others, please specify :

HK\$ _____

2. Monthly Income of the Applicant (Optional)

A. Company of Principal Employment :

Position : _____

Joint Date : _____

Salary or Wages : HK\$_____ per month

Allowance : HK\$_____ per month

Other Income : HK\$_____ per month

Total : HK\$_____ per month

B. Company of Other Employment :

Position : _____

Joint Date : _____

Salary or Wages : HK\$_____ per month

Allowance : HK\$_____ per month

Other Income : HK\$_____ per month

Total : HK\$_____ per month

(please use separate sheet for additional employments.)

C. Other Income

Description	Income Per Month
	HK\$
	HK\$
	HK\$
Total	HK\$

3. Monthly Expenses of the Applicant (Optional)

A. Dependants

Name of Dependant	Age	Relationship	Occupation	Amount Paid By You
				HK\$
				HK\$
				HK\$
				HK\$
Total				HK\$

B. Cost of Living Accommodation

	Total	Amount Paid By You
Monthly Rental/Mortgage Installment in respect of the dwelling place you are currently	HK\$	HK\$
Rates and Government Rent per month.	HK\$	HK\$
Monthly insurance premium in respect of the above mortgage.	HK\$	HK\$
Total	HK\$	HK\$

C. Other Expenses

	Total	Amount paid By you
Pension, retirement scheme contributions or provident fund contributions per month.	HK\$	HK\$
Salary tax per month.	HK\$	HK\$
Other expenses per month, please specify : _____ _____ _____	HK\$	HK\$
Total	HK\$	HK\$

I declare that the above information furnished by me is complete and correct.

Applicant's signature

Date

LAW SOCIETY OF HONG KONG EDUCATIONAL TRUST

- 1. The objects for which the Law Society of Hong Kong Educational Trust (" the Trust ") was set up include:**
 - i) the provision of financial support to people who are residents of Hong Kong for furthering their study relating to the study of law and legal education in any Educational Establishment approved by the Trustees and to award such persons who are residents of Hong Kong scholarships, grants in maintenance and allowance to enable them to further their education whether in or outside Hong Kong;**
 - ii) the promotion, organisation and provision of financial support to research projects, publications, seminars, conferences for the purpose of promoting the study of law and legal education and the importance of legal systems in Hong Kong; and**
 - iii) The promotion, organisation and provision of financial support for any other educational and charitable activities related to the study of law and legal principles.**
- 2. The Trustees are responsible for deciding how the Trust Fund (" the Fund ") shall best be used and any decision by them shall be final and not subject to review.**
- 3. The general intention of the Trust is to provide grants for single projects and not for those of a recurrent nature.**
- 4. Applications to the Trust may be made by an individual, a group of persons or an institution. Awards made from the Fund will not be limited to lawyers but must be within the objects of the Trust.**
- 5. In considering the merits of any application the Trustees will give consideration to the following matters but may, within their discretion, consider any other factors which they believe to be appropriate:**
 - i) the proposed project (" the project ") the subject of the application must be within the objects of the Trust;**
 - ii) the benefit which such a project will have upon the development of the legal system and legal education in Hong Kong;**
 - iii) the necessity for such a project to receive financial assistance;**
 - iv) whether the project is feasible, practicable and desirable;**

- v) the suitability of the applicant to undertake the project;
 - vi) the length of time that it will take to complete the project;
6. Applications may be made at any time to the Trust and should be addressed to the Secretary General, The Law Society of Hong Kong, 1403 Swire House, 11 Chater Road Central, Hong Kong and should be marked "Educational Trust Fund". Each application must contain a full description of the project and of the applicant and include the information as set out in paragraph 5 above. It will be for each applicant to satisfy the Trustees as to the matters contained in the said paragraph. The Trustees may require an applicant to provide further particulars or other information which will, in their opinion, assist them in considering the application. Applicants will be required to provide such authority or consent as the Trustees may require to enable them to make any enquiries concerning the project and the applicant that they may consider appropriate.
 7. The amount and mode of payment of any grant shall be within the absolute discretion of the Trustees whose decision shall be final and not subject to review.
 8. A grant of money from the Fund may only be used for the purposes of the project in respect of which the grant was made and no element of personal remuneration or monetary gain to the applicant will be permitted either directly or indirectly. A successful applicant will be required to provide the Trustees with a detailed account of expenditure at the completion of a project or at any stage during the project in respect of which a grant has been, or will be, made. The Trustees will monitor each project and may impose terms relating to the progress and conduct of the project.
 9. In making any offer of a grant of money from the Fund the Trustees may impose a condition that any copyright in a project funded by the Trust shall be relinquished by the copyright owner so that the Trustees may within their unfettered discretion use it for whatever purposes they think fit.
 10. Should a project remain uncompleted beyond a specified date for completion or within a reasonable time or if it has, in the opinion of the Trustees, been abandoned before completion, the Trustees may require the grantee of the monies from the Fund forthwith to repay any balance to the Fund and in such circumstances, if payment was to have been made in stages, to cease any further payments.
 11. The Trustees may impose any terms or conditions which they consider appropriate in the particular circumstances for the prudent management of the Fund.