



MEMBERSHIP NOTIFICATION

Update of Change of Mailing Address and other Contact Details

If you have changed your mailing address, please inform the Membership Department immediately so that your monthly statement of account and letters/correspondences from the Club could be sent to you at your current address. Please also update any changes in your other contact details such as email address, telephone numbers and fax numbers. Please use the Membership Particulars Updates Form available at the Front-Office or log in to www.rsgc.com.my to complete and submit the form online.

Registration of Children of Ordinary Members

Ordinary Members who have children (natural or lawfully adopted) below the age of 15 are reminded to register them as their Membership Dependents. This is to enable the Club to send letters to Ordinary Members (with at least 2 years of Ordinary Membership) reminding them to apply for Junior Membership for their children when they come of age between their 15 and 16th birthdays. Please use the above-mentioned Form or website to register the children. Registration of a child must be supported with the child's birth certificate or adoption paper (in the case of an adopted child).

Payment of Membership Accounts

Members are kindly reminded that payment for their membership accounts are to be made promptly (before each month-end) to avoid late payment charges and issuance of payment reminder letters. Below is a list of acceptable modes of payment :-

- Cash, cheque or credit card (payment can be made at Front-Office daily from 7.00 am to 9.00 pm). Please write your name and membership number on the reverse side of the cheque.
- Direct bank-in to RSGC's banking account (Maybank 014084-302556). Please write your name and membership number on the bank transaction slip.
- Standing Instruction to auto-debit monthly outstanding balance to Member's credit card (Visa/Master or Amex). Please obtain the Standing Instruction Form at the Front-Office or log in to www.rsgc.com.my to submit the form online.
- Internet Banking with the following banks (please ensure you have an account with the bank concerned in order to use this facility) : Ambank, Maybank, CIMB, RHB, HLB, UOB and Standchart (Please key-in your membership number [and name if spaces are sufficient] in the online form).

Members who have made payment by direct bank-in to the Club's banking account are reminded to ensure that their bank transaction slip is provided to the Club (by fax to 603-92853 939 or by email to admin@rsgc.com.my) before the last day of the month concerned. This is to enable their payment to be updated to their account in a timely manner and to avoid any late payment charges from being charged. Please note that there will be no waiver of late payment charges as a result of any delay in providing the bank transaction slip to the Club due to whatever reasons.

If a payment is for more than one membership accounts, please write down the account number and portion of amount to be paid for each account. For any further information, please contact the Membership Department at 603-92063 208/209 or email mship@rsgc.com.my.