



9 September 2021

Our Ref.: C/RPF, M/NC

Dear member,

Upcoming 2022 membership renewal

Your membership will expire on 31 December 2021. A renewal notice will be emailed to you in mid-November 2021 requesting you to renew your membership for 2022 by paying your annual fee and submitting your annual return online through [MyCPA](#).

Hardcopy renewal notices will be sent on request only. To make a request, please login MyCPA to opt in at <https://mas.hkicpa.org.hk/mycpa/communication/preference> **before 12:00 noon, 29 October 2021**. (Note that members who have paid the hardcopy surcharge will automatically receive their hardcopy renewal notice by post.)

If you do not already have a member login ID/ password, please follow the instructions on the member login screen of the Institute's website at www.hkicpa.org.hk. If you have any enquiry, please contact the Institute's IT support team at: (852) 2287-7800 or email at: itenquiry@hkicpa.org.hk.

--- A Quick Guide to Annual Renewal is attached for information. For details of the [CPD requirements](#), please refer to [Statement 1.500](#) or [FAQs](#) at the Institute's website at www.hkicpa.org.hk.

Update your contact details

To ensure you can receive the annual renewal notice, please check and update your contact details **on or before Friday, 29 October 2021**, in "Profile" under [MyCPA](#) in the Members' area of the Institute's website, or complete and return the Membership Record Amendment Coupon, which is downloadable at www.hkicpa.org.hk/mrac, to the Membership & Admission Department for processing.

Yours sincerely,

Membership & Admission Department

Hong Kong Institute of CPAs

Enquiries: (852) 2287 7228 or renewal@hkicpa.org.hk

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