

MEMBERSHIP

APPLICATION FORM

TURKISH CHAMBER OF COMMERCE *IN KOREA*

SECTION A: MEMBERSHIP TYPE

MEMBERSHIP TIERS

- CORPORATE/Premium– KRW 10,000,000^{Year} and above
- CORPORATE/Standart– KRW 5,000,000^{Year}
- SME&START-UP– KRW 3,200,000 ^{Year}
- INDIVIDUAL– KRW 300,000 ^{Year}

SECTION B: COMPANY INFORMATION

(As per Korean Business Registration Certificate /사업자등록증)

Legal Company Name:

Korean Business Registration Number:

Korea Registered Address:

Country of Incorporation:

Industry Sector:

(Please select the most relevant option(s))

- | | | |
|---|--|---|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Education | <input type="checkbox"/> Manufacturing Industry |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Energy | <input type="checkbox"/> Non-profit |
| <input type="checkbox"/> Aeronautics | <input type="checkbox"/> Engineering | <input type="checkbox"/> Public Transport |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Environment | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Art | <input type="checkbox"/> Event | <input type="checkbox"/> Retail |
| <input type="checkbox"/> Assurance | <input type="checkbox"/> Finance | <input type="checkbox"/> Security |
| <input type="checkbox"/> Automobile | <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> Software |
| <input type="checkbox"/> Banking | <input type="checkbox"/> Health / Pharmaceuticals | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Biotechnology | <input type="checkbox"/> Heavy Industry | <input type="checkbox"/> Textile |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Hospitality | <input type="checkbox"/> Trade |
| <input type="checkbox"/> Advertising / PR | <input type="checkbox"/> Human Resources / Recruitment | <input type="checkbox"/> Translation & |
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Industry | <input type="checkbox"/> Interpretation Transport |
| <input type="checkbox"/> Consumer Goods | <input type="checkbox"/> IT | <input type="checkbox"/> Equipment |
| <input type="checkbox"/> Cosmetics / Beauty | <input type="checkbox"/> Legal Services | <input type="checkbox"/> Travel & Tourism |
| <input type="checkbox"/> Design | <input type="checkbox"/> Logistics / Transport | <input type="checkbox"/> Wine & Spirits |
| <input type="checkbox"/> Distribution | <input type="checkbox"/> Luxury | <input type="checkbox"/> Other (<i>pls specify</i>) |
| <input type="checkbox"/> | | |

SECTION B: COMPANY INFORMATION (CONTINUED)

Company Website (if any):

Short Company Description (optional):

Company Social Media Handles (Optional):

LinkedIn:

Instagram:

Facebook:

Other (please specify):

SECTION C-1: OFFICIAL REPRESENTATIVE (REQUIRED)

This individual is recognised as the **formal and legal representative** of the company to TurkCham Korea.

Full Name:

Job Title:

Nationality:

Email Address:

Contact Number:

Important Notice:

Voting rights (where applicable) may only be exercised by the Official Representative and only for Corporate members, provided the Official Representative is Turkish.

SECTION C-2: ALTERNATE / ADMINISTRATIVE CONTACT (REQUIRED)

This individual will serve as the **day-to-day point of contact** for administrative, event, and general communications.

Same as Official Representative

Full Name:
Job Title:
Nationality:
Email Address:
Contact Number:

Note: The Alternate / Administrative Contact does not hold governance or voting authority.

SECTION D: ADDITIONAL CONTACTS INFORMATION (OPTIONAL)

Feel free to provide us with additional contact details of executives or representatives to include in our contact and mailing lists.

Executive Information	Alternative Information
Full Name:	Full Name:
Title:	Title:
Email:	Email:
Tel:	Tel:
Executive Information	Alternative Information
Full Name:	Full Name:
Title:	Title:
Email:	Email:
Tel:	Tel:
Executive Information	Alternative Information
Full Name:	Full Name:
Title:	Title:
Email:	Email:
Tel:	Tel:

Personal Data & Communication Consent

TURKISH CHAMBER OF COMMERCE IN KOREA

1. PURPOSE

This Personal Data & Communication Consent (“Consent”) governs the collection, use, disclosure, storage, and management of personal and organisational data by the Singapore Chamber of Commerce in Korea (“TurkCham Korea”).

This Consent applies to all members, representatives, applicants, sponsors, and participants engaged with TurkCham Korea.

2. DATA COLLECTED

Turkcham Korea may collect and process the following data where applicable:

- Personal identification details (e.g. name, nationality, contact details) Professional and organisational details (e.g. company name, job title, industry) Business registration details (e.g. legal name, registration number, address) Membership and sponsorship records
- Donation and contribution records
- Event participation and attendance records
- Communications history with TurkCham Korea

3. PURPOSE OF DATA USE

The collected data may be used for the following purposes:

- Processing and administering membership or sponsorship applications
- Managing membership records, renewals, upgrades, or terminations
- Facilitating events, networking, business matching, and communications
- Publishing member directories, listings, and promotional materials (where applicable)
- Processing donations and issuing official donation receipts (기부금 영수증)
- Submitting required information to relevant government systems, including the Korean Government Hometax system
- Fulfilling legal, regulatory, governance, and audit requirements

4. DATA DISCLOSURE

TurkCham Korea may disclose personal or organisational data to:

- Its Secretariat and authorised representatives
- Service providers engaged for administrative, technical, or event-related purposes
- Government authorities or regulators where required by law

TurkCham Korea does **not** sell personal data to third parties.

5. DATA RETENTION

Personal and organisational data will be retained only for as long as necessary to fulfil the purposes outlined in this Consent or as required by applicable laws and regulations.

Certain records may be retained after termination of membership where legally required or for governance and audit purposes.

6. DATA PROTECTION

TurkCham Korea takes reasonable and appropriate measures to protect personal data against unauthorised access, disclosure, alteration, or destruction, in accordance with applicable data protection laws in the Republic of Korea.

7. RIGHTS OF DATA SUBJECTS

Subject to applicable laws, data subjects may:

- Request access to their personal data
- Request correction of inaccurate or incomplete data
- Withdraw consent for future communications

Requests should be submitted in writing to TurkCham Korea through its Secretariat.

8. COMMUNICATION CONSENT

By providing consent, the data subject agrees to receive communications from TurkCham Korea relating to:

- Membership matters
- Events, programmes, and initiatives
- Announcements, updates, and notices relevant to TurkCham Korea activities

Consent for communications may be withdrawn at any time, subject to administrative and legal requirements.

Code of Conduct & Ethics

TURKISH CHAMBER OF COMMERCE IN KOREA

1. PURPOSE

This Code of Conduct & Ethics (“Code”) sets out the standards of behaviour expected of all members, representatives, and participants engaged with TurkCham Korea.

It exists to:

- Protect the integrity and reputation of TurkCham Korea
- Promote respectful, ethical, and professional engagement
- Provide a clear framework for addressing misconduct

This Code applies to **all members**, regardless of membership tier.

2.SCOPE OF APPLICATION

This Code applies to:

- Corporate members and their appointed representatives
- Individual members
- Sponsors participating in TurkCham Korea activities
- Attendees at TurkCham Korea events and programmes

Compliance with this Code is a condition of membership and participation.

3.GENERAL STANDARDS OF CONDUCT

All members and representatives shall:

- Act with honesty, integrity, and professionalism
- Conduct themselves in a manner that reflects positively on TurkCham Korea
- Respect cultural, legal, and professional differences
- Avoid actions that may harm the reputation of TurkCham Korea or its members

4. LEGAL & REGULATORY COMPLIANCE

Members and representatives must:

- Comply with all applicable laws and regulations in the Republic of Korea
- Comply with applicable laws in their home jurisdiction where relevant
- Refrain from engaging in illegal, fraudulent, or deceptive practices

TurkCham Korea does not tolerate any conduct that may expose the Chamber to legal or reputational risk.

5. ANTI-DISCRIMINATION & HARASSMENT

TurkCham Korea is committed to a respectful and inclusive environment.

Members and representatives shall not engage in:

- Discrimination based on nationality, race, gender, religion, age, disability, or any protected characteristic
- Harassment, intimidation, or abusive behaviour
- Offensive or inappropriate conduct at TurkCham Korea events or platforms

TurkCham Korea does not tolerate any conduct that may expose the Chamber to legal or reputational risk.

6. CONFLICTS OF INTEREST

Members and representatives must:

- Avoid situations where personal, professional, or commercial interests conflict with the interests of TurkCham Korea
- Disclose any actual or potential conflicts of interest when participating in Chamber activities
- Refrain from using TurkCham Korea platforms for improper personal gain

7. MISUSE OF NAME, LOGO & PLATFORM

Members shall not:

- Misrepresent their relationship with TurkCham Korea
- Use TurkCham Korea's name, logo, or branding without authorisation
- Imply endorsement, partnership, or representation without approval

All use of TurkCham Korea branding must comply with official guidelines.

8. CONFIDENTIALITY

Members and representatives shall:

- Respect the confidentiality of information shared within TurkCham Korea activities
- Not disclose non-public information without proper authorisation
- Handle sensitive information responsibly

9. COMMUNICATION & REPRESENTATION

Members shall:

- Communicate respectfully and professionally in all TurkCham Korea settings
- Avoid defamatory, misleading, or inflammatory statements
- Refrain from public statements that may damage TurkCham Korea's reputation

10. ENFORCEMENT & DISCIPLINARY ACTION

TurkCham Korea reserves the right to take appropriate action in response to breaches of this Code, including:

- Informal warning
- Formal written warning
- Suspension of membership or participation rights
- Termination of membership

Disciplinary action will be proportionate and based on the severity of the breach.

11. NO ENTITLEMENT OR LIABILITY

- Membership in TurkCham Korea is a privilege, not a right.
- TurkCham Korea is not liable for disputes between members.
- This Code does not create contractual rights beyond membership governance.

12. AMENDMENTS

TurkCham Korea reserves the right to amend this Code at any time.

Updated versions will be communicated through official channels.

REQUIRED SUPPORTING DOCUMENTS

Corporate applicants are required to submit the following together with this application:

- Completed and signed Membership Application Form
- Copy of Korean Business Registration Certificate (사업자등록증)
- Official company logo (EPS preferred, or high-resolution JPG, minimum 300dpi)

NOTE: *Kindly remember to attach these files to the reply email along with this document.*

ADDITIONAL COMPANY REPRESENTATIVES (OPTIONAL)

Depending on membership tier, Corporate Members may nominate additional company representatives.

- We will be submitting additional representatives via the attached document:
Company Representative Registration Form

DECLARATION & ACKNOWLEDGEMENT

By submitting this application, I/we acknowledge and agree that:

- All information provided in this application is **true, accurate, and complete**
- Membership approval is **at the sole discretion** of TurkCham Korea
- Submission of this application does **not guarantee acceptance**
- Membership benefits commence **only after approval and full payment**
- Membership contributions are **donation-based** and **non-refundable once paid**, except where required by law
- Donation details will be submitted via the Korean Government **Hometax** system and an official **Donation Receipt** (기부금 영수증) will be issued
- TurkCham Korea does not provide tax advice
- I/we agree to comply with TurkCham Korea's Code of Conduct & Ethics and all applicable policies
- I confirm that I have read and understood the Personal Data & Communication Consent.
- I consent to TurkCham Korea collecting, using, storing, and disclosing my personal and/or organisational data for the purposes as described in the Personal Data & Communication Consent.

- I confirm that I have read, understood, and agree to all of the above.**

AUTHORISED SIGNATURE

Name (Official Representative / Applicant):

Title:

Signature: _____

Date : _____

FOR INTERNAL USE ONLY (SECRETARIAT)

Date Received : _____

Initial Review:

- Complete
- Incomplete

Due Diligence Level:

- Basic
- Enhanced

Approval Status:

- Approved
- Approved with Conditions
- Deferred
- Declined

Approved By: _____

Approval Date: _____