



October 21, 2016

Dear Member,

RE: ANNUAL MEMBERSHIP SUBSCRIPTIONS, YEAR 2017

This is to kindly request that you remit your membership subscriptions for ICPSK and the Benevolent Fund for the year 2017 as follows:

Annual Subscriptions	ICPSK Benevolent Fund for year 2017	ICPSK Subscriptions for year 2017	Total Subscriptions for year 2017
	(Shs.)	(Shs.)	(Shs.)
Practicing Members	2,500	12,500	15,000
Non-Practicing Members	2,500	10,000	12,500
Authorized Practicing Secretaries (APS)	2,500	10,000	12,500
Members above 60 years or below 25 years of age	2,500	2,500	5,000

Members can pay Life membership, under the following terms:

Life Membership	(Shs.)
Members who have been in good standing for a period of:	
Over 10 years	100,000
20 years and above	65,000
Benevolent fund	30,000

CONTRIBUTION TOWARDS PURCHASE OF INSTITUTE'S OWN PREMISES

As you are aware, the Council resolved pursuant to Section 8 (3) of the CPS Act, that every member of the Institute pays Shs. 10,000 towards Financing and acquisition of the Institute Premises. Members who have not yet paid for the Premises are requested to expedite their payments.

Members are requested to pay their subscriptions by January 9, 2017. Please note that, as a policy, any subscriptions received after March 31, 2017 will attract an administrative charge of Ksh.500 to meet the collection expenses.

NB: If you are a Life Member of the Institute and the Institute Benevolent Fund, and have also paid Ksh.10, 000 for the Institute Premises, please ignore this circular.

To serve you better, kindly fill and return the attached 2017 Remittance Form for purpose of updating your particulars.

Yours faithfully,

CS. Jeremiah N. Karanja
FOR: CHIEF EXECUTIVE OFFICER
Ecl: 2017 Remittance Form