

# MEMBERSHIP APPLICATION FORM

#CollaboratingForImpact

## Terms and Conditions of Membership

### Membership term

The minimum period of membership is one year. Membership will commence on the first of the month following the payment of membership fees as agreed. Renewals will be advised in the month prior to this date on an annual basis. Member organisations are required to provide one calendar months' notice of resignation. The named subscription is payable during this period, and all named benefits apply. Membership will be suspended where no notice of resignation has been received and any renewal fee has not been paid within a three month period. As outlined above, membership will be payable for this period.

### Member representatives

All member organisations are requested to identify an individual to act as their Nominated Representative. This is the person who acts as the member's representative.

### Notification of changes to organisation

The Nominated Representative will inform Buildoffsite of any changes to its organisation, primarily with regard to contact details and changes to the nominated representative. In addition, in terms of turnover that will have an effect on its subscription band.

### Fees

Payment is through annual membership fees agreed in advance. All membership fees quoted are exclusive of VAT.

#### Core members

Size	Turnover <sup>1</sup> (£M)	Fee
Micro	< £5	£1,000
Small	£5–£20	£2,500
Medium	£20–£50	£5,000
Large <sup>2</sup>	> £50	£10,000

#### Associate members<sup>3</sup>

Size	Fee
Small	£1,500
Large	£3,000

1 Annual turnover on construction work.

2 More than £100M by POA.

3 Associate membership available by arrangement for academia, local government and non-supply chain entities.

*Buildoffsite is a branded network owned and managed solely by CIRIA*

*Registered office: 124 City Road, London, EC1V 2NX*

*Company Name: CIRIA*

*Registered Number: 790505*

*VAT Number: 240 1313 27*

*For Terms and conditions [click here](#)*

*[enquiries@ciria.org](mailto:enquiries@ciria.org) / [info@buildoffsite.com](mailto:info@buildoffsite.com)*

*Visit: [www.buildoffsite.com](http://www.buildoffsite.com)*

**Name of organisation:** \_\_\_\_\_

**Your name:** \_\_\_\_\_

**Organisation address:** \_\_\_\_\_

\_\_\_\_\_

**Postcode:** \_\_\_\_\_

**Tel:** \_\_\_\_\_ **Email:** \_\_\_\_\_

I hereby apply to be admitted as a Member of Buildoffsite subject to the terms and conditions for membership (see page 2), and at an initial annual subscription (see *Fees* on page 2) of:  
£ \_\_\_\_\_ +VAT

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Full name:** \_\_\_\_\_

**Job title:** \_\_\_\_\_

### Payment details

Please invoice me annually at the above address with purchase order number:

### We nominate

**Name:** \_\_\_\_\_

to be our Representative (see T&C's) and to exercise all rights of membership on our behalf.

### Their details

**Job title:** \_\_\_\_\_

**Tel:** \_\_\_\_\_

**Email:** \_\_\_\_\_