

# Application for affiliateship

## 1. Personal details

Mr/Mrs/Ms/Other: \_\_\_\_\_ First names: \_\_\_\_\_ Surname: \_\_\_\_\_

Home address: \_\_\_\_\_

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

E-mail address: \_\_\_\_\_ Phone: \_\_\_\_\_

## 2. Business details

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

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Phone: \_\_\_\_\_

Please indicate preferred address for correspondence:  Home  Work

From time to time we may send you details of products and services from ICSA. If you do not wish to receive this communication, please tick the appropriate box:  By post  By e-mail

We may, on occasions, send you details of products and services from other carefully selected organisations. If you do not wish to receive this communication please tick the appropriate box:  By post  By e-mail

## 3. Your preferred sector group

As an ICSA affiliate you may join one ICSA Sector Group. Please indicate which group you wish to join:

Company Secretaries Group  Charity Secretaries Group  Local Government Group  
 NHS Secretaries Group  AIM Group

## 4. Payment of fees

Annual affiliate subscription fee: £150 (+VAT at the current rate)

A reduced rate is available for those working in Third Sector organisations. Please see our website for details: [www.icsa.org.uk/affiliates](http://www.icsa.org.uk/affiliates).

Please find enclosed a cheque, made payable to ICSA for: £ \_\_\_\_\_

Please charge my credit card (**American Express and Diners Club cards are not accepted**): \_\_\_\_\_

Credit card:  Visa  Mastercard  
Debit card:  Solo  Maestro  Visa/Delta

Name as shown on card: \_\_\_\_\_

Card number: \_\_\_\_\_

Start date: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Security code: \_\_\_\_\_ (Last three digits on the signature strip)

## 5. Declaration

I hereby request to be admitted as an affiliate of the Institute of Chartered Secretaries and Administrators. The details submitted on this form are correct, and I declare that I have read and agree to be bound by the Institute's terms and conditions of affiliateship.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Terms and conditions

Affiliateship of ICSA is personal to you and is valid one year from the payment of your fees. Failure to comply with these terms and conditions may result in removal from the ICSA affiliate scheme. No affiliate is to adopt the ICSA brand in any way shape or form, nor pass themselves, or their organisation off as ICSA Members. Affiliates are not entitled to claim ICSA Membership or use the designatory letters GradICSA, ACIS or FCIS. Affiliates must not use the ICSA name or logo to sell other services that they may have in their portfolio. Affiliates may cancel their subscription at any time, however, refunds of any or all affiliateship fees will not be made.