



BEFS
Built Environment Forum Scotland

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MEMBERSHIP APPLICATION

NAME OF ORGANISATION:

ADDRESS:

PHONE:

FAX:

EMAIL:

TYPE OF MEMBERSHIP APPLIED FOR: Member [] Subscriber [] Supporter []

REASON FOR JOINING BEFS:

BRIEF SUMMARY OF SCOPE AND OBJECTIVES OF ORGANISATION:

(If applying to become a Supporter, please give information on potentially relevant experience and expertise)



Places, Spaces and People

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FOR MEMBERS AND SUBSCRIBERS:

Proposed nominated representative:

Email:

Proposed alternate representative:

Email:

FOR MEMBERS ONLY:

ANNUAL TURNOVER¹ (latest published figure, to determine membership rate): £

SIGNED ON BEHALF OF APPLICANT:

DATE:

Please return to BEFS office at the address above.

FOR OFFICE USE ONLY

CONSTITUTION RECEIVED: Y/N

BOARD PROPOSAL:

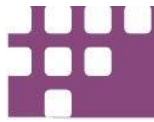
SUBSCRIPTION RATE:

FORUM DECISION:

DATE:

¹ *Calculating annual turnover:* The size of an organisation's annual turnover will be agreed through reference to its most recently audited accounts, prior to the start of the subscription year being considered. For Scottish (Scotland only) organisations the annual turnover will be taken as the full turnover figure. For organisations which work across the United Kingdom and have a Scottish Branch (or similar) that is a Member of BEFS, 10% of the annual turnover will be the figure used.





INFORMATION ON MEMBERSHIP

Criteria

There are three levels of involvement in BEFS:

Membership: is open to bodies that meet all of the following criteria:

- recognition by the majority of existing BEFS members as *non-governmental organisations* or *recognised professional bodies*;
- national in character; are *Scottish* organisations or have a significant separate Scottish identity;
- aims and objectives are *compatible* with the BEFS objectives.

Subscriber: is for those organisations not eligible for membership, but that wish to be kept informed of BEFS' activities.

Supporter: for individuals that wish to be kept informed of BEFS' activities.

Subscribers and Supporters are not able to vote but can attend General Meetings at the discretion of the Chair. They can receive information circulated by BEFS and can contribute to consultation responses, working groups, projects etc; in so doing bringing further areas of knowledge and expertise into BEFS.

Application process

To apply to join BEFS, please complete the form overleaf and return it to the Forum Co-ordinator at the BEFS office. For those applying to become a Member or Subscriber, please enclose a copy of your constitution (or email to the BEFS office); this assists the Board in considering your application. Potential Supporters are asked to describe their interest in BEFS and give a brief description of their own areas of expertise. Members and Subscribers are asked to give contact names of nominated and alternate representatives (for further information, refer to the Operating Principles or contact the Forum Co-ordinator).

Applications for all three levels of involvement (Member, Subscriber, Supporter) are considered by all existing members at the next quarterly General Meeting and require approval by a two-third majority of those members present. Until the time of the next meeting a potential Member can become a Subscriber on a temporary basis at the discretion of the Board of Directors.

Subscription Rates

Subscription rates are based on annual turnover (latest published figure). For the financial year March 09-10, rates² are as follows:

Members:

Tier 1: Very small organisation - turnover up to £100,000 per annum	£200
Tier 2: Small organisation - turnover above £100,000 per annum and up to £250,000 per annum	£500
Tier 3: Medium organisation - turnover above £250,000 per annum and up to £1,000,000 per annum	£750
Tier 4: Large organisations - turnover above £1,000,000 per annum and up to £5,000,000 per annum	£1,100
Tier 5: Very large organisations - turnover above £5,000,000 per annum	£1,750

Subscribers: £200

Supporters: £200

² Agreed by the membership at the AGM on 22nd August 2008.

