



Guild of
Architectural
Ironmongers

MEMBERSHIP APPLICATION FORM

GAI MEMBERSHIP APPLICATION

1. Introduction

The Guild of Architectural Ironmongers (GAI) is a trade association established to serve the interests of the architectural ironmongery industry including distributors and manufacturers, and merchants with an interest in ironmongery. The success of the GAI relies on the active participation and co-operation of members. It is expected that members will go about their business in accordance with the GAI's Code of Professional Conduct. In addition, members are expected to respond to requests from head office for information without which national statistics and trends cannot be determined.

Your membership application will be based on the information in this form. Please provide accurate details throughout. You can refer to the graphic on the next page to determine which membership category to apply for, or contact membership@gai.org.uk for assistance.

2. Benefits

Depending on the level of their membership, company members may enjoy benefits including:

- Membership of the only trade association in the UK representing architectural ironmongery
- Discounted access to the GAI's education and CPD programmes
- Technical information and advice, including access to the website Knowledge Base technical library
- Discounts on GAI Job Shop recruitment, plus free HR support and advisory services
- Membership of the Construction Products Association (CPA) and access to its research data and publications
- Attending GAI business events, Community Hub meetings, and other networking opportunities
- Voting rights and the opportunity to serve on GAI committees
- Regular publications including the AIJ magazine, Technical & Education email updates, and Member e-News
- Marketing opportunities including a membership logo, sponsorship opportunities, and preferential rates in AIJ magazine.

Please see www.gai.org.uk/membership for more details of GAI member benefits.

3. Annual Membership Subscription

The annual renewal date is 1 April.

The annual subscription payable is based upon turnover in the "last" reported financial year of the company. It is a requirement for a turnover declaration form to be completed every year in order that subscription fees can be calculated for the following year.

Applicants who join between 1 April and 30 September are required to pay the full annual subscription. A 50% reduction in fees is available to those applicants who join in the period 1 October to 31 December. Applicants in the period 1 January to 31 March are required to pay the full annual subscription prevailing at that time but this will not renew until 1 April of the following year.

4. Payment Details

Once the completed application has been received, you will be issued an invoice, which will include a one off non-refundable joining fee. If in the event the application is not accepted, the subscription payment will be returned in full.

If a BACS payment is made, a remittance advice must be attached to this application form.

HSBC "The Guild of Architectural Ironmongers Ltd"

Sort Code: 40-05-17 **Bank Acc:** 11048848

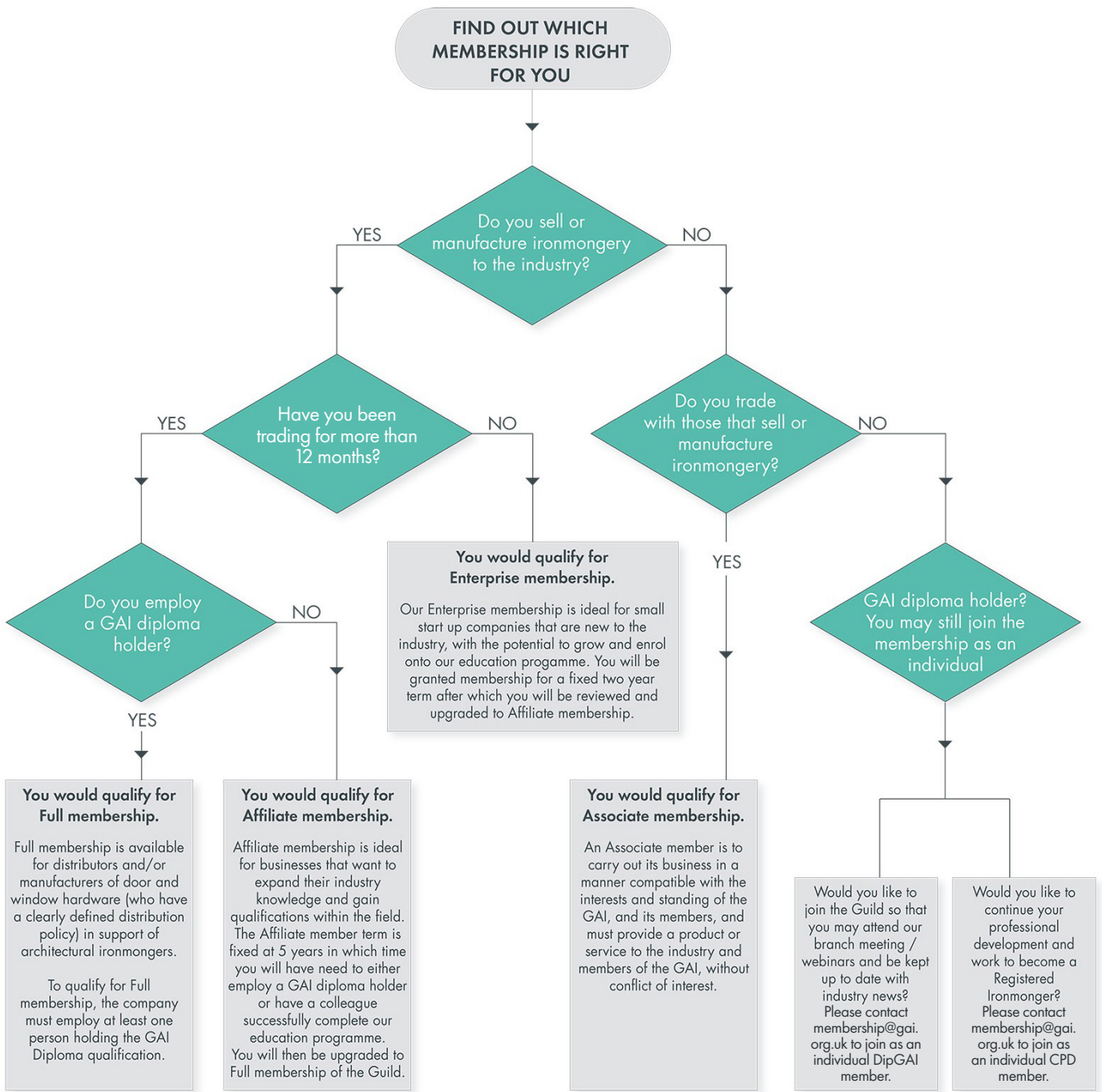
Branch Identifier code (bacs): HBUKGB4B

International Number: GB72HBUK40051711048848

Currency: GBP

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5. Choosing Your Membership Category



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Membership category: Full Affiliate Enterprise Associate

Please see previous page for guidance, and indicate which category of membership you are applying for; or leave blank if you would like further advice on this.

Contact Details

Full trading name: _____ Company registration number: _____

Company phone: _____ Company email: _____

Postal address: _____

_____ Post code: _____

Website address: _____

Main contact name: _____ Position or job title: _____

Email: _____ Direct or mobile no: _____

Accounts contact: _____

Email: _____ Direct or mobile no: _____

Full names of proprietors, partners or directors: _____

If you are a subsidiary company, supply contact and address details of the controlling firm

Full trading name: _____ Company registration number: _____

Company phone: _____ Company email: _____

Postal address: _____

_____ Post code: _____

Additional Branch or Subsidiary (wholly owned or controlled) membership

Relationship to company applying for membership (branch/subsidiary)

Full trading name: _____ Company registration number: _____

Company phone: _____ Company email: _____

Postal address: _____

_____ Post code: _____

Website address: _____

Main contact: _____

Email: _____ Direct or mobile no: _____

Accounts contact: _____

Email: _____ Direct or mobile no: _____

If you are applying for further multiple branches or subsidiaries, please attach appropriate information on our separate branch and subsidiary form.

Please accompany this application form with a copy of the company letterhead.

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Company Information

Total number of employees: _____

Date of establishment: _____

Total annual turnover: _____

Architectural ironmongery annual turnover: _____

Principal company trading activity or type:

- | | |
|--|---|
| <input type="checkbox"/> Access Control & Security Systems | <input type="checkbox"/> Door Manufacturer – Steel/Timber/Other |
| <input type="checkbox"/> Architectural Software | <input type="checkbox"/> Fire Door Services |
| <input type="checkbox"/> Approved Bodies | <input type="checkbox"/> Locksmith |
| <input type="checkbox"/> Architectural Ironmonger | <input type="checkbox"/> Manufacturer – Door set |
| <input type="checkbox"/> Builders Merchants | <input type="checkbox"/> Manufacturer – Hardware & Seals |
| <input type="checkbox"/> Consultancy Services | <input type="checkbox"/> Test House |
| <input type="checkbox"/> Distributor/Wholesaler | <input type="checkbox"/> Other (please describe) _____ |

Please provide details of any DipGAI qualified staff, including their year of qualification.

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Name: _____ Year: _____

Data Protection Policy

As part of your membership of the Guild of Architectural Ironmongers (GAI) we will retain your details for the purpose of sending you information by post or email about GAI services and membership benefits. Unless you advise us that you do not wish them to be released, we may also supply your details in response to enquiries, in accordance with our key role of promoting member's services and products, and list your details on the GAI website where appropriate. We may also disclose your details to third parties who have agreements with the GAI for the delivery of membership services and benefits. The GAI and the third parties may contact you by post, telephone, or email. The GAI undertakes not to sell your details for any purpose. If you do not wish for your details to be used in accordance with this policy, please advise the GAI office at membership@gai.org.uk

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Declaration

I/we have read the Memorandum and Articles of Association of the Guild of Architectural Ironmongers (view online at www.gai.org.uk/constitution) and apply for admission into membership.

I/we agree to an inspection of our premises and stocking facilities by an appointed person in conjunction with this application.

It is a condition of Full membership that a DipGAI must be employed by the company; and of Affiliate membership that a DipGAI must be employed by the company within a 5 year period of membership acceptance. If relevant to this application, I/we accept these conditions of membership.

In the event of this application being approved by the appropriate GAI committee I/we agree, both for myself/ourselves and on behalf of any subsidiary or associated firm, business or company with which I am/we are or in the future may be concerned, to conduct my/our business so as to uphold the integrity and standing of this specialised section of the building industry.

I/we accept that failure to continue to comply with the foregoing requirements may result in the expulsion of the company or companies from GAI membership?

I/we also certify that the above particulars are correct and I/we undertake to pay the annual subscription so long as I/we remain in membership. I/we acknowledge that I/we understand the terms and conditions of our membership as specified in the Memorandum and Articles of Association including the article 5.3 which requires 3 month's notice of resignation and liability for unpaid sums (including subscription monies).

Signed by (capitals please):

Position: (capitals please):

Signature:

Date:

Please note: if completing this form digitally, please tick rather than sign to confirm your membership application and acceptance of this declaration.



Ironmongers' Hall, Shaftesbury Place, Aldersgate Street, London EC2Y 8AA

Telephone 020 3370 8540 | **Email** info@gai.org.uk | **Website** www.gai.org.uk

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