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**AFI Terms and Conditions of Membership**

**1. Membership**

a. AFI’s annual membership fee is dependent upon company turnover, as follows:

<u>Membership Type</u>	<u>Turnover</u>	<u>Net Rate</u>	<u>Gross Rate</u>
<b>Associate</b>	Up to £750k and less than 2 years trading	£200	£240
<b>Full</b>	Up to £750k	£420	£504
	From £750k - £1.5m	£520	£624
	From £1.5m - £3m	£700	£840
	Over £3m	£1500	£1720
<b>Supplier</b>	UK turnover up to £1m	£500	£600
	UK turnover from £1m – £3m	£750	£900
	UK turnover over £3m	£1000	£1200
<b>Affiliate</b>	N/A	£420	£504

- b. Membership runs from January 1<sup>st</sup> to December 31<sup>st</sup> each year.
- c. Members joining before 31<sup>st</sup> December will pay for the first year’s annual membership pro rata based upon the number of months (full or part) to year end.
- d. Renewals for members joining mid-way through a membership year will be in January and subsequent years membership will then run from January to December.
- e. Membership fees are non refundable once paid.
- f. All AFI members must meet and maintain the requirements of the AFI Code of Practice. Membership is granted once the member has provided evidence of meeting the Code of Practice via a completed application form and receipt of satisfactory supplier and customer references.
- g. Once the necessary entry criteria has been met and evidenced, membership becomes active following final approval and sign off from the Chief Executive.
- h. Membership fees are reviewed on an annual basis. Members will receive at least one month’s notice of any change to the fee which will become active at renewal.
- i. All members are required to comply with all Terms and Conditions as set out herein.
- j. Members are required to display the AFI logo on any letterheads, promotional material, website and advertisements along with a direct link to the AFI website.

**2. Full Membership**

- a. Any person, company or organisation which acts as a fencing contractor in any capacity may apply for Full Membership.

- b. Full members will be eligible to vote at meetings or stand for election to the Board.

### **3. Supplier Membership**

- a. Any person, company or organisation which acts solely as a manufacturer or supplier to the fencing industry may apply for Supplier Membership. If a supplier undertakes any installation whether directly or through sub-contracting they must apply for Full Membership.
- b. Supplier members will be eligible to vote at meetings or stand for election to the Board.

### **4. Associate Membership**

- a. Any person, company or organisation who does not fulfil the criteria for Full Membership may apply to become an Associate member of the Association.
- b. Any Associate member that has been trading for two years must apply to the Association for Full Membership.
- c. Associate members will not be eligible to vote at meetings or stand for election to the Board. They may be co-opted to the Board or Sub-Committees but without voting rights.
- d. Associate members are not eligible for all the benefits of membership. See application form for further details.

### **5. Affiliate Membership**

- a. The Board may recommend any person, company or organisation who does not fulfil the criteria for other membership levels to apply for Affiliate Membership of the Association, providing that only a minor part of their business activities, products or services are in the Fence Contracting Industry and who will be required to comply with all other Rules and Regulations as set out herein.
- b. Affiliate members will not be eligible to vote at meetings or stand for election to the Board. They may be co-opted to the Board or Sub-Committees but without voting rights.
- c. Affiliate members renewal of membership is subject to review on an annual basis.

### **6. Benefits**

- a. A list of current member benefits and services is available upon request, or at all times on the AFI website [www.afiorg.uk](http://www.afiorg.uk)
- b. Benefits and services may change in order to provide the best value and suit the needs of members and their marketplace. Members will receive at least one month's notice of any changes (where possible), which will become active following the expiry of the notice period.
- c. Associate Membership is designed for smaller companies whose reduced annual subscription gives access to a reduced number of AFI benefits and services, specifically those which are designed to help them develop and grow. Full details are available on request.
- d. Full members are able to access all benefits and services.
- e. Benefits, including the use of the AFI logo, are only available to a member while a current subscription is in force.

### **7. Renewals**

- a. The renewal fee is due within 7 days of invoices. Invoices are raised at the end of each calendar year and dated 1<sup>st</sup> January.
- b. Renewal requires that members complete an Annual Return of continued eligibility i.e. to declare their ability to continue to meet the requirements of AFI's Code of Practice.

- c. It is the responsibility of the member company to keep AFI updated of any changes to their circumstances or contact details, in particular any issue likely to affect their ability to maintain the AFI Code of Practice.
- d. AFI accepts member declarations in good faith and cannot be held responsible for any consequence of inaccurate or false information provided. You may lose your subscription and membership (without refund) if information provided is false or inaccurate.
- e. Late payment of renewal fees may result in an additional administration fee (currently £15).
- f. Any queries regarding membership/ renewal payments must be made immediately to the Chief Executive.

## **8. Resignation of Membership**

- a. Members wishing to resign must provide a minimum of 4 weeks' notice, in writing, addressed to the Chief Executive.
- b. Member benefits, including use of the AFI logo, cease on the last day of the notice period and may not be used from that date forward.
- c. Resignation must include a declaration that the former member has removed all references to the Association from printed and electronic stationary, livery and advertising material.
- d. The misuse of the logos denoting membership of, or approval by, an organisation can result in commercial advantage enabling business to be acquired unjustly and will therefore constitute a breach of the Consumer Protection from Unfair Trading Regulation 2008.
- e. AFI reserves the right to enforce removal of logos and pursue prosecution for any such misuse or misrepresentation.
- f. Member fees remain due until the date of removal of all reference to the association from the member's corporate stationary, livery and advertising material.

## **9. Standards**

- a. Members must abide by the AFI Code of Practice at all times.
- b. Any changes in status related to eligibility for membership must be notified to the Chief Executive in writing immediately. All cases will be considered on an individual basis.

## **10. Sub Groups**

### **a. Association of Safety Fencing Contractors (ASFC)**

A person, firm or company shall be eligible to apply for ASFC Full Membership if their business or a department of or their business complies with membership qualifications and additional qualifications as follows:

- i. Shall be Quality Assured to BS EN ISO 9001:2000 or any revisions thereof, and to the requirements of the current issue of the Sector Scheme Document 2B for The Supply, Installation and Repair of Vehicle Restraint Systems.
- ii. Shall be a Full Member of the Association.

### **b. Electric Security Fencing Federation (ESFF)**

A person, firm or company shall be eligible to apply for ESFF Full Membership if their business or a department of their business complies with membership qualifications and additional qualifications as follows:

- i. Shall be Quality Assured to BS EN ISO 9001:2000 or any revisions thereof, and to the requirements of the current issue of the Sector Scheme Document 2A for The Design and/or Supply, Installation and Repair of Fences - category Electric Fencing.
- ii. Shall be a Full Member of the Association and comply with the current version of the ESFF Code of Practice (PAS 47).

**c. Environmental Noise Barrier Association (ENBA)**

A person, firm or company shall be eligible to apply for ENBA Full Membership if their business or a department of their business complies with membership qualifications and additional qualifications as follows:

- i. Shall be Quality Assured to BS EN ISO 9001:2000 or any revisions thereof, and to the requirements of the current issue of the Sector Scheme Document 2C for the Design, Supply, Installation and Repair of Environmental Noise Barriers (Structural)
- ii. Shall be a Full Member of the Association.
- iii. Shall demonstrate capability to supply noise barrier products tested and assessed in accordance with BS EN 1793 Parts 1 and 2 Road traffic noise reducing devices – Test method for determining the acoustic performance or any revisions thereof.
- iv. Shall demonstrate capability to supply noise barrier products categorized against the criteria contained in BS EN 1794 Parts 1 and 2 Road traffic noise reducing devices – Non-acoustic performance or any revisions thereof.

NB A supplier of environmental noise barriers in this context is a person, firm or company who manufactures or fabricates noise barrier products, or who installs noise barriers using noise barrier products manufactured or fabricated by another supplier.

**d. Gate Automation and Access Barrier Association (GAABA)**

- i. Shall be Quality Assured to BS EN ISO 9001:2000 or any revisions thereof.
- ii. Shall be a Full Member of the Association.
- iii. Shall be an installer, manufacturer or supplier of electrical/mechanical automated gate and/or access barrier systems and shall supply and/or install the same to the current statutory regulations and all applicable Codes or Practice.

The Chief Executive is responsible for monitoring and review of the Terms & Conditions of Membership. The document will be reviewed at least once per annum, and/or if the nature of the Association changes significantly.