

★ **EURA** Affiliate Membership Application

★ **AFFILIATE MEMBERSHIP**

Affiliate Membership of the European Relocation Association is open to those organisations that provide products or services that may be of use to either relocation specialists or to their clients.

★ **AS AN AFFILIATE MEMBER YOU WILL:**

Be entitled to a listing in the Association's Handbook.

Be given the opportunity to advertise at member's rates in all EuRA publications and on the website.

Be given the opportunity to submit a free profile of your organisation in the Association's e-EuRA newsletter

Receive the Association's newsletter and/or the e-EuRA newsletter.

Be invited to attend all meetings, seminars and conferences at Member's rates.

Be given the opportunity to make presentations at events where speakers are required in your given specialist area.

★ **REQUIREMENTS FOR ADMISSION AS AN AFFILIATE MEMBER**

To have traded for at least two years.

To complete the attached application form.

To be nominated as an Affiliate Member by a Member of the European Relocation Association.

★ **COST**

One off Administration Fee €100.00

Subscription Fee for year 2009-2010 €600.00

The Council will review subscription fees annually

Contact Details:

PO Box 189 - Diss - IP22 1NS - UK

Phone +44(0) 8700 726 727

Fax +44(0) 1379 641940

Email enquiries@europa-relocation.com

Web www.europa-relocation.com

A non profit making company limited by guarantee

Registered Office: Avalon House, Marcham Rd, Abingdon, Oxfordshire OX4 1UD UK

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SECTION 1 ~ GENERAL INFORMATION

Company or Trading Name : _____

Full Name : _____

Position : _____

Address : _____

Country : _____ Telephone No/s : _____

Fax No : _____ Email : _____

Website: _____ VAT / TVA number : _____

Number of employees directly employed: Full Time: _____ Part Time: _____

Other relevant information e.g. is your company a subsidiary of another Company?

SECTION 2 ~ TRADING INFORMATION

What services does your organisation offer? _____

How long has your organisation been trading? _____

Please state the geographical area in which you offer your services: _____

Nominated by:- (This must be a full EuRA Member) _____

Company Name: _____

Address:- _____

I/We _____ Of _____

apply for Affiliate Membership of the European Relocation Association and have signed the rules of conduct and objectives of the EuRA.

I/We hereby indemnify and hold harmless the European Relocation Association against any claims arising from my/our activities

I/We enclose €100.00 (or €117.50* inc. VAT) for the administration fee and will pay €600.00 (or €705.00* inc. VAT) after having received membership confirmation.

I/We enclose €700.00, (or €822.50* inc. VAT) being €100.00 administration fee plus €600.00 for Affiliate Membership subscription.

Membership will become valid after Affiliate Membership is confirmed and full payment has been received. Those applying from EU Member States should account for the VAT on their tax return, but should not include VAT when paying their subscription.

**Companies based in the UK should pay the VAT at 17.5%*

Signed: _____ Date and Place: _____

NOTE: Any false declaration on the application for membership or any failure to abide by the rules of conduct of EuRA will result in immediate termination of membership and the forfeit of any membership and/or administration fees paid. This form will be treated with the strictest confidence.

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RULES OF CONDUCT

- ★ Every member shall abide by the objectives and rules of the Association.
- ★ Members will abide by the legislation of their home country.
- ★ A member shall not seek business or conduct business by improper or illegal means.
- ★ Members will always work solely in the best interest of the clients by whom they are retained.
- ★ Members will not misrepresent themselves or the services they offer or any subject property or the European Relocation Association.
- ★ Members will not accept instructions from clients whose requirements cannot possibly be met.
- ★ Members will maintain regular client contact to keep their clients informed as to progress, lack of progress and action that has been taken.
- ★ Any interest in a subject property must be declared to a client from the beginning.
- ★ Members will ensure that each client is aware of the terms and conditions upon which the services are being supplied.
- ★ All members will indemnify and hold harmless the European Relocation Association against any claims arising from their activities.
- ★ When holding client's monies, members will hold such monies in a designated and regulated bank account and will maintain clear records of that account.
- ★ Members shall not misrepresent their class of membership nor will they claim membership when their membership has ceased.
- ★ Any alleged breach of the rules of conduct will be evaluated by the Regional Disciplinary Committee to which the alleged member in breach is associated. In the absence of a Regional Disciplinary Committee or in the case of a dispute or appeal, the issue will be judged by the Council of the Association. The decision of the Full Council will be binding.
- ★ Members will treat with confidence all information supplied by clients.
- ★ Members will not act as selling or letting agents.
- ★ Members may not accept any commissions, payments or other inducements offered by any third party as a result of transactions undertaken on behalf of a client without the prior knowledge and agreement of that client.

I/We have read and understand these rules and agree to abide by them at all times.

Signed by _____ Date _____

On behalf of * _____

* please insert the name of your company

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F3/4

Have You Included.....

★ **Your nominated referee**

★ **Signed Rules of Conduct**

★ **Your fee: (tick as appropriate)**

Either

€100.00 Administration fee

Or

€700.00 Administration fee plus subscription for the year

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