



Association for Coaching - Organisational Membership Application Form (postal version)

Membership of the Association for Coaching (AC) is open to those organisations where coaching is the primary function, either by providing a service or supplying training for coaches. For further information on completing this form, see our membership section of the website at www.associationforcoaching.com or contact our membership team at members@associationforcoaching.com

COUNTRY: _____

SECTION A – ORGANISATIONAL DETAILS

Company name _____
Registered address _____
City _____
County _____
Post Code _____
Contact address (*if different from above*) _____
City _____
County _____
Post Code _____
Email _____
Website _____
Contact Tel No _____
Mobile No _____
Primary Contact _____
Position in Company _____
Primary Language Spoken _____
Other Languages Spoken (Business Fluent) _____

Organisation Type (please tick one)

- Limited company
Sole Trader
Partnership
Charitable Organisation

Other - please specify

Approx Number of employees

Nominated representatives *

Primary contact (as above) _____
 Email address _____
 Representative 1 _____
 Email address _____
 Representative 2 _____
 Email address _____

*Membership entitles your company to up to a maximum of 3 nominated employees/associates (as listed above) for attendance at professional forums, events, etc. at a discounted rate.

SECTION B – COMPANY PROFILE

Please indicate which of the following most aptly describes your business:

- A Coaching is the primary function of your business
- B Coaching is a service offered by your business to external clients
- C Training organisation involved with training for coaches
- D Provision of services specifically related to coaches or coaching

Please describe your company’s services: _____

Please state any other rationale to consider for your application:

Where did you hear out about the AC?: _____

SECTION C – ONLINE MEMBER DIRECTORY

Membership of the AC will allow you to promote your Organisation’s services in the online membership directory: Please submit your profile, using the online organisational membership template downloaded from the website at www.associationforcoaching.com/memb/memb.htm and forward to directory@associationforcoaching.com

SECTION D - DECLARATION OF MEMBERSHIP

1. I/We wish to apply for membership of the Association and accept that such membership does not confer any professional qualification. However, once accepted into membership, members may use the initials denoted in the constitution
2. I/We agree with the aims of the Association
3. I/We agree with the "Code of Ethics and Good Practice" as published by the Association and will endeavour to adhere to them

I _____ give permission for my name and contact details (web address, phone number, email address) to be published as a register, or used for AC internal marketing purposes, in paper form or on the Internet for access by members of the public.

Signed: _____ Date: _____

Please supply details of a professional referee:

- Please complete clearly
- A professional reference for the Organisation is required
 - If you are a Training Provider your professional referee can be a client who has undergone training
 - If are not a Training Provider your professional referee can be a client who has experienced what your Organisation has to offer within the field of Coaching
 - The professional referee cannot be an accountant, a director or partner in the company

Name _____
Title _____
Position _____
Email address _____
Contact telephone numbers _____

Please note the AC as a non profit making organisation has an emailing reference policy.

SECTION E - MEMBERSHIP FEES

Sterling

GRADE FEES (per annum)

Organisational £170.00 (*membership*) + £32.50 (*one time registration fee, VAT inclusive*)

Euros

GRADE FEES (per annum)

Organisational €255.00 (*membership*) + €48.50 (*one time registration fee, VAT inclusive*)

If you wish to apply for combined Organisational / Individual Membership please request an application form from members@associationforcoaching.com

Note: The membership year is 1st October - 30th September.

The registration fees are a standard amount, but membership fees payable are pro-rata based on the following periods:

October - December	100% of membership fee	<input type="checkbox"/>
January - March	75% of membership fee	<input type="checkbox"/>
April - June	50% of membership fee	<input type="checkbox"/>
July	25% of membership fee	<input type="checkbox"/>

Applications received from 1st July will require 100% of the membership fee and will cover membership until 30th September the following year (ie up to 3 months free).

For example : An application received in Jan - Mar would be £160.00 (£127.50 membership fee plus £32.50 one time registration fee)

Methods of payment:

- **Cheque:** Please make your cheque payable to "Association for Coaching" and forwarded it to the address below;
- **Credit/Debit Card:** Please call +44 (0)870 765 8777 with your details clearly stating your name, membership level you are applying for and fee

Please tick which section(s) are relevant for your service (more than one acceptable):

Executive Coaching	<input type="checkbox"/>	Business Coaching	<input type="checkbox"/>	Specialty Coaching	<input type="checkbox"/>
Life/Personal Coaching	<input type="checkbox"/>	Group Coaching	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please return your completed application **WITH PAYMENT** (unless payment is made by credit/debit card) together with any supporting documents to:

**Membership Administration Office
Association for Coaching
16 Linden Park Grove
Chesterfield
Derbyshire
S40 1HY**

For any additional queries on membership please contact our Membership Team at: members@associationforcoaching.com

www.associationforcoaching.com

*Please ensure that the correct level of postage is used when your application is submitted.
NB please remember that postage is now charged by size as well as weight*

FOR OFFICE USE ONLY

Date Received	Grade/Year	Payment	Membership no.	Date Cert Sent