

MEMBERSHIP APPLICATION

Please complete this form and return via post or email to your Membership Consultant.

OFFICE USE ONLY – MEMBERSHIP NUMBER

ORGANISATION DETAILS

REGISTERED NAME

TRADING NAME (IF DIFFERENT FROM ABOVE)

WEBSITE

PHONE

ACCOUNTS PAYABLE EMAIL

POSTAL ADDRESS

SUBURB

CITY

POSTAL CODE

STREET ADDRESS

SUBURB

CITY

BUSINESS ACTIVITIES

MAIN BUSINESS ACTIVITY:
(PLEASE DESCRIBE)

SIC CODE (IF KNOWN):

NZ BUSINESS NUMBER (IF KNOWN):

HOSPITALITY

MANUFACTURING

I.T.

CONSTRUCTION

PROFESSIONAL SERVICES

PUBLIC SECTOR

RETAIL

HEALTH

OTHER:

IS YOUR BUSINESS INVOLVED IN EXPORTING FROM NEW ZEALAND?

YES

NO

KEY CONTACT'S DETAILS

NAME

JOB TITLE

EMAIL

DDI

OTHER CONTACTS

MANAGEMENT

(e.g. CEO, General Manager, Managing Director)

NAME

JOB TITLE

EMAIL

DDI

HUMAN RESOURCES & TRAINING

NAME

JOB TITLE

EMAIL

DDI

FINANCE/ACCOUNTS

NAME

JOB TITLE

EMAIL

DDI

ANNUAL SUBSCRIPTION INFORMATION

To calculate your subscription fee, please tick the number of full time employees in your organisation.

NUMBER OF FULL TIME EQUIVALENT STAFF

0-5 Special first year membership rate	\$99 +GST
0-5	\$178 +GST
6-20	\$250 +GST
21+	\$350 +GST

TERMS AND CONDITIONS

I/We hereby make application to become a member of the Porirua Chamber of Commerce, a division of BUSINESS CENTRAL INC.

I/We accept that Porirua Chamber of Commerce may, in its absolute discretion, decline this application without giving reasons.

I/We agree that if our application is successful we will:

- conform to the Constitution and Rules of Porirua Chamber of Commerce*
- pay the annual subscription fees and any other charges for services or products of Porirua Chamber of Commerce during our membership
- provide to Porirua Chamber of Commerce such information as Porirua Chamber of Commerce may decide is necessary for calculating our joining and annual subscriptions and any other charges due.

I/We also agree to the following specific terms and conditions:

- I/We will remain a member of Porirua Chamber of Commerce until either Porirua Chamber of Commerce receives both one month's written notice of resignation and full payment of all outstanding annual subscription fees and any other charges due to it; or immediately if our membership subscription, fee or other charges are unpaid three months or more from their due date.
- Annual subscriptions are due in full on the annual subscription anniversary date. The annual subscription fee due is for a full year and will not be pro-rated if we resign at any time after one month from receipt of the annual subscription invoice or part way through our membership year.
- Porirua Chamber of Commerce may, in its absolute discretion, allow payment of our annual subscription fee by regular quarterly payments at no extra charge, or equal monthly instalments with an additional surcharge of no more than 15%. If three or more monthly instalments are not paid on due date, Porirua Chamber of Commerce may give notice requiring immediate payment of any balance of the annual subscription fee due.

- I/We agree that failure to pay any subscription or fee or other charges within two months of due date will result in suspension of all Porirua Chamber of Commerce services and our membership rights pending payment in full.
- I/We agree to Porirua Chamber of Commerce's general terms of trade in force from time to time and any specific terms as they relate to the provision of services or products supplied to us. I/We agree that these terms of trade may be varied by Porirua Chamber of Commerce from time to time without reference to us.
- I/We will advise Porirua Chamber of Commerce in writing the contact details of who our primary contact person is for membership purposes and if different, for invoicing purposes. We will keep you informed if/when they change.
- I/We will advise Porirua Chamber of Commerce in writing if we want our membership of Porirua Chamber of Commerce kept confidential. In the absence of such notification, I/we agree that Porirua Chamber of Commerce may forward our membership details to Porirua Chamber of Commerce approved third parties who may offer products and services which could complement our membership.
- I/We agree that if, for any reason, we are dissatisfied with our membership or any services provided by Porirua Chamber of Commerce we will, before resigning or taking any other action, first notify the Membership Manager or, if appropriate, follow the dispute resolution provisions in our general terms of trade, up to and including, if not resolved to the Chief Executive of Porirua Chamber of Commerce (or their designate). On request will meet with Porirua Chamber of Commerce with a view to resolving the problem.

*A full copy of our Constitution and Rules, as well as our Terms of Trade, can be found on the **Incorporated Societies Register**.

CONFIRMATION & ACCEPTANCE

We wish to apply for membership of BUSINESS CENTRAL incorporating Porirua Chamber of Commerce and agree to abide by its Constitution and conditions of membership.

NAME OF SIGNATORY

SIGNATURE

TITLE/POSITION

DATE OF APPLICATION

Please contact us with information about events, information or special offers relating to our membership.
We understand we can review this decision at any time.