

Organisational Membership Application (Non training)

Please give your details in **BLOCK CAPITALS**

Name of your Organisation: _____

Organisation Address: _____

Town: _____ County: _____

Postcode: _____ Telephone number (inc. Area code): _____

Email: _____

Website: http://_____

What type of organisation are you?

Voluntary Agency Commercial Organisation Charity

Contact Person:

Your Name: _____

Your Position: _____

Address: _____ Town: _____

County: _____ Postcode: _____

Telephone number (inc. Area code): _____ Mobile: _____

Email: _____

Evidence Checklist: Please submit the following with your application:

- A covering letter with your application telling us why your organisation wants to join the Society and what you hope to gain from organisational membership
- Any advertising or promotional materials for your organisation
- A copy of your organisation's public liability insurance
- A copy of your organisation's complaints process, inc. details of your Independent Complaints Reviewer
- An electronic version of organisation's logo
- A short blurb about your organisation

Has your organisation ever had its membership revoked, removed or declined by any other professional body?

- Yes
- No

If you have answered yes to any of the above please send us full details along with your application

Communication Preferences

I confirm that I wish to receive the following information from the Society via email and/or post:

- Newsletters and updates
- Membership Surveys
- Society Brochures



National Counselling Society's Organisational Membership Terms and Conditions

I hereby apply for Organisational Membership of the National Counselling Society (the "Society") and declare that all information submitted on this application (and any additional materials provided with it) is true, accurate and correct to the best of my knowledge. In the event that any information or materials that I submit to the Society is revealed to be false, misleading or tampered with, I understand that this may lead to withdrawal of membership with the Society.

The Organisation agrees to abide by the Society's Code of Ethics and Complaints Procedure, details of which are available online or through the Society's office. The Organisation's Membership may be declined or revoked at any time, should it fail to abide by the Society's Code of Ethics and Complaints Procedure, or fail to make payment of any of the Society's fees. Membership will run for 12 months from the date that the annual membership fees are first paid (the "Start Date"). Subsequent annual membership fees will be due each year by the anniversary of the Start Date (the "Renewal Date") in order for Membership to remain active. To cancel Membership, the Organisation must provide at least 1 month's written notice in advance of the Renewal Date to the Society's office address, which can be found on the Society's website. The standing order should be cancelled by the Organisation, and any certificates awarded are to be returned to the Society.

The Organisation accepts the provisions of the Society's Constitution.

The Organisation is required to use the allocated NCS Organisational member logo on their advertising materials and website. They must do so by following the instructions for use below:

1. The Organisation is required to turn the logo, when used online, into a hyperlink which links to the Society's home page.
2. The Organisation can only use the allocated NCS Organisational Member logo by clearly indicating that they are an Organisational member and cannot use the logo in any way which gives the impression that the NCS endorses any training or the Organisation in any other way.
3. The Organisation must only use the logo that is provided by the National Counselling Society and must not alter it in any way, shape or form.
4. The Organisation must follow any instruction from the National Counselling Society regarding updates to the logo.
5. The National Counselling Society will monitor the logo for proper use and reserve the right to query or withdraw the use of the logo by any organisation.
6. If Organisational membership ceases between the Organisation and the National Counselling Society then the logo must be removed from all website and promotional materials within 14 days of membership expiration.
7. The Organisation is not permitted to display the logo before receiving permission by the National Counselling Society to do so.



8. We reserve the right to request a removal of the logo from your website, if it has been deemed as being used inappropriately or not in accordance with these terms and conditions.

Organisational membership does not constitute endorsement of any training provisions offered. The Organisation is not permitted to mislead anyone as to what the Organisational membership status means.

I hereby acknowledge and agree to abide by the National Counselling Society's terms and conditions. I also confirm that I am authorised to sign these terms and conditions on behalf of the Organisation.

Organisation's Name.....

Name of Signatory.....

Signed..... Date.....