

2012 Membership Application 1st January – 31st December 2012

How do I become a member?

Complete the application forms provided and select the following membership types

Corporate Strata

Corporate – 3 Staff
Corporate 4 – 10 Staff
Corporate 11 – 20 Staff
Corporate 21 – 50 Staff
Corporate 51 + Staff

Corporate Supplier

Strata

Licensed Manager Chapter
Associate Chapter
Associate Member Chapter

Supplier

Supplier Chapter

How do I qualify to be a member?

Category	Information
Corporate Strata	Business needs to be registered for a minimum of 12 months, your ABN must be provided, Current certificate of Indemnity Insurance and Licence Certificate of Licensee of company. Two reference letters from SCA NSW members accompany your application. You must also be a Licensed Chapter member (Licensee-in –Charge).
Corporate Supplier	Business needs to be registered for a minimum of 12 months, your ABN must be provided, and current certificate of Indemnity Insurance and two reference letters from SCA NSW members must be accompany your application. You must also be a Supplier Chapter member and attend compulsory Supplier Induction Course.
Licensed Manager Chapter	Completed Certificate IV in Property Services (Operations), two reference letters from SCA NSW members.
Associate Chapter	Completed Certificate of Registration, two reference letters from SCA NSW members.
Associate Member Chapter	No restrictions.
Supplier Chapter	Worked in Strata for a minimum of 12 months and two reference letters preferably from an SCA NSW member.

Note:

1. Membership is conditional upon Board approval

2. The SCA NSW Agency Agreement is available to Corporate members. This includes sole traders
To use this agreement you must provide:
 - Copy of Professional Indemnity Insurance Certificate
 - Statutory Declaration showing the number of staff using the agreement
 - Signed Terms and Conditions of the Agency Agreement
3. Personal Supplier Chapter membership mandatory to attend Supplier Induction course with SCA NSW.

Terms and Conditions

I undertake to be bound by the SCA NSW Constitution, Code of Ethical Conduct and Policies of SCA NSW in force at the date of my admission to membership and acknowledge the right of the Board and the SCA NSW Management of the Institute to suspend or cancel my membership in accordance with the SCA NSW Constitution and Code of Ethical Conduct.

SCA NSW does not provide a guarantee for growth of your business.

Cancellation Policy

Your membership can be cancelled should you breach the Code of Ethical Conduct and good business practise within the strata industry. There will be no refund if your membership is cancelled.

No refund will be provided by SCA NSW should you wish to cancel your membership during the calendar year.

SCA NSW reserves the right to cancel membership should payments not be received by the third notice period. Should member wish to rejoin after cancellation they will need to pay once off joining fee. Personal membership can only be cancelled by the person that the membership belongs to.

Membership cancellation is required in writing.

Personal membership transfer to another company is required to provide evidence of approval from former company in writing from the company/person who paid the fee.

Payment Policy

Invoices must be paid promptly within a 14 day period as specified on the invoice.

A third reminder letter will be issued together with a late fee. If payment is still not received after the third letter membership will be cancelled and all other services with SCA NSW will be cancelled until payment is made.

(Please Print)

Name: _____

Signature: _____

Date: _____

Membership Prices

Members of the Strata Managers Chapter

Personal Membership	Total
Licensed Chapter	\$615.00
Associate Chapter	\$560.00
Associate Member	\$155.00
Corporate Strata	Total
1 – 3 Staff	\$1,100.00
4 – 10 Staff	\$1,610.00
11 – 20 Staff	\$2,580.00
21 – 50 Staff	\$3,865.00
51 + Staff	\$5,150.00

Members of the Strata Services Chapter

Personal Membership	Total
Supplier Chapter	\$485.00
Supplier Induction Course *Compulsory	\$175.00
Corporate Supplier Chapter	Total
Corporate Supplier	\$1,100.00

New Personal Membership sign up multiple members at one time	Discount %
6 – 15 Memberships	5%
16 – 30 Memberships	7%
30 + Memberships	10%

***All new memberships include a one off joining fee of \$100.00**

Membership Application Form

Provide the following documents with your application:

- Two written references preferably from a current SCA NSW member
- Copy of current certificate of Professional Indemnity Insurance or Public Liability Insurance
- Relevant copy of License/Certificate

Membership Category

Corporate Strata*		Associate Chapter	
Corporate Supplier*		Associate Member Chapter	
Licensed Manager Chapter		Supplier Chapter	

* Must have a Licensed Manager Chapter or Supplier Chapter Membership

First Name: _____ Surname: _____

Company Details:

Trading Name: _____ Business Name: _____

Addresses:

Postal: _____ State: _____ Postcode: _____

Street: _____ State: _____ Postcode: _____

Phone: (B) _____ (M) _____

Total Number of Employees: _____

Licensee-in-Charge Licence number: _____ Your License Number: _____

ABN: _____

Email: _____ Accounts Email: _____

Corporate Supplier only: Attached to this application form is a list of categories you are able to be placed in on the website, please choose 5.

Category 1: _____

Category 4: _____

Category 2: _____

Category 5: _____

Category 3: _____

Payment Details

Credit Card:

Date			
Collected by			
Full Name on Card			
Company Name			
Amount			
Card Type	Visa*	AMEX*	Mastercard*
Card Number			
Expiry			
Signature			

** These credit cards incur the following fee's
VISA/MasterCard - 1.5% AMEX - 3%*

Cheque:

Please make payable to:

Strata Community Australia NSW

Send to
SCA NSW Accounts
PO Box 347
North Sydney NSW 2059

Cash:

SCA NSW does not accept Cash

Applicant Declaration

Print Name: _____

Title: _____

Signature: _____

Date: _____

Supplier Services Online Directory - Categories

- Abseil Access
- Accounting
- Audit Services
- Banking Services
- Building Construction
- Building Consultants
- Building Maintenance & Repairs
- Building Management
- Caretaking
- Carpet & Mat Services
- Cleaning Services & Graffiti Removal
- Concrete Repairs & Treatment
- Conveyance Services
- Debt Collection
- Defect Analysis
- Electrical Services
- Engineering Services
- Facility Management
- Financial Services
- Fire Services
- Garage Doors
- Gardening Services
- Glass Services
- Graphic Design & Printing Services
- High Pressure Cleaning
- Information Technology Services
- Insurance Services
- Interior Design
- Landscaping Services
- Lawn Services
- Legal Services
- Lift/Elevator Services
- Line Marking
- Locksmiths
- Mail Services
- OH&S Services
- Painting
- Pest Control
- Plumbing Services
- Pool & Spa Services
- Pumps
- Rubbish Removalists
- Security Services
- Signage
- Sinking Fund Services
- Software Services
- Solar Panels
- Storage Systems
- Taxation Services
- TV Antenna Services
- Valuations
- Ventilation
- Washing Machines & Dryers
- Waterproofing
- Window & Door Replacement and Repair

If there are any categories that are not listed please feel free to add a category.

Directory Listing - 30 word description about your business
