



**ORGANISATION
MEMBERSHIP**
APPLICATION
FORM 2017

ORGANISATION MEMBERSHIP APPLICATION FORM 2017

Section 1 - Organisation Details

Name of organisation:			
Main address: (where organisation copy of literature will be sent)			
Postcode:		Country:	Main phone number:
Head of service: Name	Address:		
Email:	<input type="checkbox"/> Please tick here if the Head of Service/Department is happy for CILIP to contact them about our products and services (membership, events, training, publications)		

Section 2 - Membership Category

Your organisation's library and information service budget determines your membership category and rate. Your budget should include staff, premises and materials. You can nominate a number of named representatives who are entitled to receive benefits on behalf of the organisation*. The number of representatives varies according to membership category. **You can purchase additional representatives (above the number included in the membership) for £237 each.** Please select the membership category appropriate for your organisation.

1) Budget in excess of £3,000,000 p.a.	4 named representatives	Annual subscription £950	<input type="checkbox"/>
2) Budget between £1,000,000 to £2,999,999 p.a.	3 named representatives	Annual subscription £795	<input type="checkbox"/>
3) Budget between £100,000 to £999,999 p.a.	2 named representative	Annual subscription £500	<input type="checkbox"/>
4) Budget less than £100,000 p.a.	2 named representative	Annual subscription £295	<input type="checkbox"/>
5) Overseas subscription - For organisations located outside the UK, Isle of Man and Channel Islands.	2 named representative	Annual subscription £195	<input type="checkbox"/>

*Representatives are entitled to receive the majority of personal membership benefits including publications, membership of special interest groups, and access to the website. They are not entitled to be included on the register of qualified practitioners, to vote in elections, or hold office. For more information about Organisation Membership go to www.cilip.org.uk/organisation

Section 3 - Your Representatives

Representative 1	<i>Main contact</i>		
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:			
Name:		Date of birth: (dd/mm/yy) / /	
Position:			
Address: (if different from main address)			
Postcode:			
Telephone:		Email:	
Special interest groups (Please choose from the table on back page)			
<input type="checkbox"/> Tick this box if you do not wish to receive information about CILIP activities and electronic newsletters by email.			
Representative 2	<i>(Included in the rate for large and medium organisations)</i>		
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:			
Name:		Date of birth: (dd/mm/yy) / /	
Position:			
Address: (if different from main address)			
Postcode:			
Telephone:		Email:	
Special interest groups (Please choose from the table on back page)			
<input type="checkbox"/> Tick this box if you do not wish to receive information about CILIP activities and electronic newsletters by email.			

Please continue with Section 3 overleaf...

Section 3 (continued) - Your Representatives

Representative 3 (Included in the rate for large organisations)

Mr Mrs Ms Miss Dr Other:

Name:
Position:

Date of birth: (dd/mm/yy) / /

Address (if different from main address)

Postcode:

Telephone:

Email:

Special interest groups (Please choose from the table on back page)

Tick this box if you do not wish to receive information about CILIP activities and electronic newsletters by email.
If you would like additional representatives, please include contact details and special interest groups on a separate sheet.

Representative 4 (Included in the rate for large organisations)

Mr Mrs Ms Miss Dr Other:

Name:
Position:

Date of birth: (dd/mm/yy) / /

Address (if different from main address)

Postcode:

Telephone:

Email:

Special interest groups (Please choose from the table on back page)

Tick this box if you do not wish to receive information about CILIP activities and electronic newsletters by email.
If you would like additional representatives, please include contact details and special interest groups on a separate sheet.

Section 4 - Your payment

Membership Subscription:

£

Payment for additional representatives (if applicable):

£

Payment for additional special interest groups (if applicable):

£

Total:

£

Please select ONE of the following payment options:

a) Cheque: I enclose a cheque made payable to 'CILIP'

b) BACS payment: I have arranged a BACS payment to CILIP, Bank of Scotland, Edinburgh
Sort code: 12-20-29 Account No. 00278368

c) Invoice my employer for the full amount. Please complete both email and address fields.

(Payment must be made within 30 days of the date of the invoice or your membership will be suspended).

Email invoice to:

Purchase order number:

Address invoice to Name:

Address:

Postcode:

d) Credit/debit card: Debit my VISA MasterCard or Maestro card.

Card number:

Name on card:

Expiry date: /

Start date: /

Issue number (Maestro cards only):

Card Security Code (last 3 digits on signature panel)

I sign this membership application on behalf of my organisation
and authorise payment of the amount stated above.

I understand that this is not a personal membership.

Signed:

Date: / /

Name:

Position:

Contact phone number:

Please continue with Section 5 overleaf...

Section 5 - Codes for Special Interest Groups

You are entitled to two free groups per representative, please choose from the table below. Write the corresponding letter codes in Section 3 - Your Representatives, overleaf. (additional groups cost £10 each). Please note that we are not able to allocate all or part of a representative's entitlement to another representative.

S - Academic & Research Libraries Group
D - Cataloguing & Indexing Group
I - Commercial, Legal & Scientific Information Group
F - Community, Diversity and Equality Group
H - Government Information Group
N - Health Libraries Group
KM - Knowledge and Information Management Group*
Q - Information Services Group
J - International Library & Information Group
L - Library & Information History Group
U - Library & Information Research Group

M - Local Studies Group
B - Multimedia Information & Technology Group
X - Patent & Trade Mark Group
W - Prison Libraries Group
AC - Public & Mobile Libraries Group
V - Publicity & Public Relations Group
P - Rare Books & Special Collections Group
RMG - Retired Members' Group*
R - School Libraries Group
Y - UK e-Information Group
T - Youth Libraries Group

*The Retired Members' Guild has now become the Retired Members' Group and we have created a dedicated Knowledge and Information Management Special Interest Group (KIMG) from 2017. Membership of the Retired Members' Group and the Knowledge and Information Management Group is complimentary until 2019 if you wish to join these groups.

Please return your form and payment (if applicable) to: **Membership, CILIP, 7 Ridgmount Street, London, WC1E 7AE**
Telephone: +44 (0)20 7255 0600 Fax: +44 (0)20 7255 0501 Email: membership@cilip.org.uk

By joining as an organisation member you will be developing your workforce through:

Increased job satisfaction – by providing new, improved ways to carry out day-to-day duties

Increased sector engagement – through access to professional updates and sector communications

Engaged staff – being able to develop their working ties with their colleagues

Improved staff skills – through more CPD opportunities

Developing a well balanced, effective team – through analysis of training and development needs



Contact Us

Email: membership@cilip.org.uk
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Fax: +44 (0)20 7255 0501

Membership
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