



BALI MEMBERSHIP APPLICATION FORM

A. MEMBERSHIP CATEGORY:

Please indicate which category of membership you are applying for:

Full (Contracting)
Full (Affiliate)

Corresponding
Full (Overseas)

Probationary
Branch

Please state briefly why you are applying for Corresponding Membership:

B. CONTACT DETAILS:

COMPANY
NAME

NAME OF
DIRECTORS /
PARTNER /
PROPRIETOR

NAME OF
CONTACT FOR
BALI
(IF DIFFERENT
FROM ABOVE)

FULL POSTAL
ADDRESS

POSTCODE

FAX:

TEL NO.

MOBILE NO.

EMAIL:

WEBSITE:

ADDITIONAL
CONTACT 1:

EMAIL:

ADDITIONAL
CONTACT 2:

EMAIL:

1. COMPANY PARTICULARS:

Date of Formation of Parent Company/Organisation (if applicable):

Landscape Business (if different):

Registered Number:

Date of Incorporation:

2. INSURANCE DETAILS:

Do you have the following insurances in place:

Public Liability Employers Liability

Date of Renewal *Please provide a copy of the certificates.*

3. LANDSCAPE TURNOVER

LAST FINANCIAL YEAR £ *Please provide a copy of your latest accounts*

If you would like your accounts returned, please tick the box.

Projected turnover, if a full year's trading has not been completed £

4. Name and Address of your Accountant / Auditor:

5. WORK DETAILS:

No. of Employees (including working Directors / Principals):

Do you frequently employ Sub-Contractors Yes No

Radius of Operations Miles from base

Area of Operation:

Local Regional National International

Types of work undertaken (*tick as many as applicable – please also state the percentage of business carried out – e.g. Hard Landscaping 75%, Soft Landscaping 20% and Ponds 5%*):

| | | | | | |
|-------------------------------|--------------------------|--------|-------------------------------|--------------------------|--------|
| Hard Landscaping | <input type="checkbox"/> | -----% | Treework | <input type="checkbox"/> | -----% |
| Soft Landscaping | <input type="checkbox"/> | -----% | Fencing | <input type="checkbox"/> | -----% |
| Grounds Maintenance | <input type="checkbox"/> | -----% | Golf Courses | <input type="checkbox"/> | -----% |
| Private Gardens | <input type="checkbox"/> | -----% | Decking | <input type="checkbox"/> | -----% |
| Ponds / Water Features | <input type="checkbox"/> | -----% | Forestry Planting | <input type="checkbox"/> | -----% |
| Reclamation & Erosion Control | <input type="checkbox"/> | -----% | Synthetic Surfaces | <input type="checkbox"/> | -----% |
| Sportsgrounds & Leisure | <input type="checkbox"/> | -----% | Land Drainage / Sand Slitting | <input type="checkbox"/> | -----% |
| Interior, Large Precincts | <input type="checkbox"/> | -----% | Interior, small planters | <input type="checkbox"/> | -----% |

Other(s):

6. GENERAL INFORMATION:

- a. Have you previously traded under a different title or name(s):
If Yes, please provide details:

- b. Are you a member of any other Trade / Professional Association(s)

- c. How long have you traded from your current address? Years
If less than 3 years, please provide your former address:

- d. Does your company subscribe / pay for additional support services i.e. Helplines – Legal, Employment etc.

Yes No

If yes, please specify:

- e. If you have been recommended by another BALI Member or Region, please specify:

Member Region Other

Please Specify:

FULL / OVERSEAS CONTRACTOR APPLICATIONS ONLY

7. REFERENCES:

1. Please provide the names and address of two trade suppliers with whom you deal regularly (e.g. seed, turf, nursery stock, building materials etc.). *Please indicate whether on an account or cash basis.*

a.

b.

2. Please list 10 contracts carried out during the last two years:

| CLIENT NAME / PROJECT MANAGER | ADDRESS INCLUDING POSTCODE, PLUS EMAIL ADDRESS | SITE ADDRESS | VALUE & DESCRIPTION OF CONTRACT |
|-------------------------------|--|--------------|---------------------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |

| CLIENT NAME / PROJECT MANAGER | ADDRESS INCLUDING POSTCODE, PLUS EMAIL ADDRESS | SITE ADDRESS | VALUE & DESCRIPTION OF CONTRACT |
|-------------------------------------|---|--------------|---------------------------------------|
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |

AFFILIATE APPLICATIONS ONLY

8. REFERENCES:

1. Please provide the names and address of two trade suppliers with whom you deal regularly

a.

b.

2. Please provide the names of 3 Contractors / Client references (preferably BALI Members) who are regular purchasers of your product or services, and who will provide a reference for your company:

a.

b.

c.

Types of Products / Services provided (*please tick all those applicable*):

- | | | | |
|------------------------|--------------------------|---------------------------|--------------------------|
| Natural Stone | <input type="checkbox"/> | Technical / Advisory | <input type="checkbox"/> |
| Manufactured Stone | <input type="checkbox"/> | Irrigation | <input type="checkbox"/> |
| Machinery (Garden) | <input type="checkbox"/> | Water Display Equipment | <input type="checkbox"/> |
| Machinery (Landscape) | <input type="checkbox"/> | Interior Supplies | <input type="checkbox"/> |
| Chemical & Fertilisers | <input type="checkbox"/> | Interior Planters | <input type="checkbox"/> |
| Turf | <input type="checkbox"/> | Mulches, composts | <input type="checkbox"/> |
| Lighting | <input type="checkbox"/> | Hard Landscaping Supplies | <input type="checkbox"/> |
| Fencing Materials | <input type="checkbox"/> | Forestry Planting | <input type="checkbox"/> |
| Furniture | <input type="checkbox"/> | Hardy Nursery Stock | <input type="checkbox"/> |

Other (Please Specify):

ENCLOSURES REQUIRED WITH THIS APPLICATION

Application Fee

All applicants except those applying for Corresponding Membership.
Please note application fees are non-refundable.

Last Audited Accounts

Applicants for Full Membership (except for those applying for Affiliate Membership, Band 2), Probationary Membership and Branch Membership.

A sample of your headed notepaper

All applicants except those applying for Corresponding Membership

A copy of your

(1) Public Liability Certificate **(2) Employer's Liability Certificate** *(if applicable)*

Applicants for Full Membership, Probationary Membership, Affiliate and Branch Membership

Direct Debit *(If applicable)*

A copy of your Health and Safety Policy

DECLARATION:

I/WE AGREE THAT IF WE ARE ACCEPTED INTO MEMBERSHIP OF THE ASSOCIATION, I/WE WILL ABIDE BY THE CONDITIONS OF MEMBERSHIP AND THE BALI CODE OF CONDUCT.

IF ELECTED TO MEMBERSHIP I/WE AGREE TO PAY SUBSCRIPTION FEES PROMPTLY AS REQUESTED.

OUR APPLICATION FEE TO THE VALUE OF £ IS ENCLOSED.

(Please refer to the current schedule of fees enclosed within this pack)

(Please make your cheque payable to "BALI")

Alternatively you can pay by credit card:

Card No.

Expiry Date:

Security No.

I/WE UNDERSTAND THAT ANY APPLICATION FEE IS NON-RETURNABLE.

I agree to my details being held on computer and file for the purposes of handling membership and membership benefits.

Signed:

Full name of person signing:

Position in business:

Date:



BALI MEMBERSHIP APPLICATION FORM

EXPLANATORY NOTES

Please read the information on Conditions of BALI Membership & Member Classifications before completing this application form.

Please use BLOCK CAPITALS to complete this form.

The information provided in this application will be **CONFIDENTIAL** to the BALI Membership Committee.

When completed, please return the form, together with the appropriate application fee to:
BALI, Landscape House, Stoneleigh Park, Warwickshire. CV8 2LG

Should you require any assistance with completing this form, please telephone BALI on 024 76 690333.

PLEASE NOTE: Your contact details will be stored electronically and will be freely available to prospective clients and affiliate members. Please read the Enclosures section to ensure all relevant documents are sent with your application.

DATA PROTECTION ACT 1998

Your details will be released to BALI Insure as part of our package of benefits.
Please tick the box if you do not wish for your details to be released.

The financial figures you provide enable BALI to place your business within the correct membership band, which is dictated by your annual turnover figure. Whilst your membership band is published in the BALI Who's Who Directory and on the BALI website and is therefore in the public domain, no financial details relating to your business whatsoever will be divulged to any third party outside of BALI's administration and elected officers and will remain entirely confidential and secure.

CONDITIONS OF BALI MEMBERSHIP & MEMBER CLASSIFICATIONS

BASIC REQUIREMENTS:

All Applications for BALI Membership must:

1. Have a permanent address and telephone number.
2. Provide a copy of the company headed notepaper.
3. Retain the services of a qualified Accountant and maintain proper financial records.
4. Maintain adequate insurance cover for all normal risks affecting the client, the public and their employees.
5. Agree to abide by the Association's Code of Conduct.

PROBATIONARY REQUIREMENTS:

A business, section or division of a business (or an individual), involved in landscape contracting on a full-time basis, but which has **not been established for over two years** as required on the Conditions of Membership for Full Members.

Probationary Membership ceases when the Member has been trading for over two years, and for the business (or individual) to continue in Membership, an application for Full Membership will be required at / prior to that point.

FULL MEMBERSHIP CATEGORIES

CONTRACTOR:

A business, section or division of a business (or an individual, which meets the requirements of the membership).

OVERSEAS:

A business, section or division of a business (or an individual), which meets the requirements of Membership but is resident and / or operating solely outside England, Scotland, Wales and Northern Ireland.

AFFILIATE:

A business, section or division of a business (or an individual), which supplies material, equipment or a service to the landscape industry and particularly BALI members.

BRANCH:

A branch, section or division of a Full Contracting Member.

CORRESPONDING MEMBER:

A college, public or local authority (Direct Public Services are entitled to join the Contracting category), Professional Body or Trade Association, or individual involved in or with the landscape industry, that is not eligible for any other category of membership.