

**Fire Industry Association
 Tudor House
 Kingsway Business Park
 Oldfield Road
 Hampton, Middlesex
 TW12 2HD**



Fire Industry Association
 Leading Excellence in Fire Since 1916

**Tel: 020 3166 5002
 Fax: 020 8941 0972**

Membership Application Form

Details of Applicant											
Company Name:										
Registered address:										
Company Registration Number:										
Address of principal place of business if different from above: (These details will be shown on the 'Find a Member' section of the FIA website for use by end-users) Tel: Public Email Address: Website: www.										
Date of incorporation										
Names of Directors	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%; text-align: left; padding: 2px;">Name</th> <th style="width: 40%; text-align: left; padding: 2px;">Responsibility</th> </tr> </thead> <tbody> <tr><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td></tr> <tr><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td></tr> <tr><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td></tr> <tr><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td><td style="border-top: 1px dotted black; border-bottom: 1px dotted black;">.....</td></tr> </tbody> </table>	Name	Responsibility
Name	Responsibility										
.....										
.....										
.....										
.....										
Name & address of principal if a subsidiary										

Details of Applicant's Business

Principal activities:	<p>Tick all applicable boxes and the number of years the company has been engaged in the sector</p> <p>Fire Detection & Alarm Systems <input type="checkbox"/> Years</p> <p>Portable Fire Extinguishers <input type="checkbox"/> Years</p> <p>Fire Risk Assessors <input type="checkbox"/> Years</p> <p>Fire Engineering <input type="checkbox"/> Years</p> <p>Fire & Rescue Supplier <input type="checkbox"/> Years</p> <p>Fixed Extinguishing Systems <input type="checkbox"/> Years</p> <p>Hose Reels <input type="checkbox"/> Years</p> <p>Sprinklers/Watermist <input type="checkbox"/> Years</p> <p>Extinguishants <input type="checkbox"/> Years</p> <p>Fire Training <input type="checkbox"/> Years</p> <p>Consultancy <input type="checkbox"/> Years</p> <p>Other (please state below)</p> <p>..... <input type="checkbox"/> Years</p> <p>..... <input type="checkbox"/> Years</p> <p>..... <input type="checkbox"/> Years</p>
Total Number of employees	
Number of FD&A Technicians (If applicable)	
Number of Portable Extinguisher Technicians (If applicable)	
Number of Fire Risk assessors (If applicable)	
Number of Chartered 'Fire' Engineers (If applicable)	

Membership Types and Fees

Full UK Membership

For UK registered Fire Protection Companies

Group Memberships:

For multiple subsidiary members, each of its constituent companies which are a subsidiary or trading division operating under its own name would hold individual memberships but receive a 10% discount on each membership fee. Such subsidiaries or trading divisions having annual fire protection sales of less than £1m would be exempt from requiring separate membership but would still need to meet the relevant membership criteria. Aside from this exception, only those subsidiaries or trading entities holding association membership would be entitled to use the relevant logo[s].

Overseas Memberships:

Overseas membership refers to organizations which do not have a UK office or company registration.

Affiliate Memberships:

These shall be organisations that the Association shall in its sole discretion considers it desirable to collaborate with and may be governed by a separate case by case agreement, contract or Memorandum of Understanding.

Associate Memberships:

Individual Members who shall be individuals engaged in the Industries who by reason of their skill, knowledge or technical expertise, the Association in its sole discretion, considers it desirable to accept to membership of the Association.

Please self-declare according to the following schedule where turnovers are for UK fire protection business:

Membership fees & grades according to turnover and membership type

Category	Turnover	Membership Band	Annual Subscription
Full UK Member	£150M+	A*	£25,000
	£50M - £150M	A	£10,000
	£20M - 50M	B	£6,000
	£10M - £20M	C1	£3,500
	£5M -£10M	C2	£3,150
	£3M - £5M	C3	£2,800
	£2M - £3M	D1	£2,200
	£1M - £2M	D2	£1,600
	£500K - £1M	E1	£850
	£350K - £500K	E2	£650
	£200K - £350K	E3	£500
£0 - £200K	F	£200	
Overseas	-	Overseas	£1,250
Strategic Partners	As above	Strategic Partners	Base rate as above for entire turnover
Individual Members	-	Individual	Please contact membership@fia.uk.com

All prices shown ex VAT

Select
applicable
membership
grade

Please tick below as appropriate:

- Grade A*, UK turnover £150M +++
- Grade A, UK turnover £50M – £150M pa
- Grade B, UK turnover £20M - £50M pa
- Grade C1, UK turnover £10M - £20M pa
- Grade C2, UK Turnover £5M - £10M pa
- Grade C3, UK Turnover £3M - £5M pa
- Grade D1, UK turnover £2M - £3M pa
- Grade D2, UK turnover £1M - £2M pa
- Grade E1, UK turnover £ 500K - £1M pa
- Grade E2, UK turnover £350K - £500K pa
- Grade E3, UK turnover £200K - £350K pa
- Grade F, UK turnover Less than £200K pa
- Overseas
- Strategic Partner
- Associate

By ticking the above, you are agreeing to pay the corresponding annual fee shown on the table on Page 3 of this document.

Type of Third-Party Certification held

PLEASE READ THIS ADVICE RELATING TO CERTIFICATION REQUIREMENTS VERY CAREFULLY; ADHERENCE TO THE CRITERIA STATED BELOW IS ESSENTIAL FOR FIA MEMBERSHIP AND YOUR APPLICATION CANNOT BE PROGRESSED WITHOUT THE INFORMATION REQUESTED.

Please indicate below all types of third-party certification currently hold:

(If you are not yet certified but are working towards certification either through the 'Route to Certification' service or are working directly with a certification body then please tick the 'Probationary option.')

Fire Detection & Alarms (FD&A)

BAFE SP203-1
LPS 1014

Fixed Extinguishing Systems

LPS 1204

Portable Fire Extinguishers

BAFE SP101

Fire Risk Assessment

BAFE SP205
Warrington FRACS

Manufacturers/Suppliers/Distributors/Consultants/Certification bodies etc.

ISO:9001

Fixed Gaseous Suppression

BAFE SP203-3

Emergency Lighting Systems

BAFE SP203-4

Fire Engineering

ISO 9001 & employ at least one
Chartered Engineer (Competency Based on Fire
Engineering – please see and complete page 8)

Fire Doors/Fire Stopping

BM Trada or FIRAS Certification

Other

Please specify _____

Probationary

(Allows companies up to 12 months to gain third party certification)

Associate

Please send copy of any certificates mentioned above. If you have applied for probationary membership, please send evidence (a copy letter or email) proving that you have signed up with a certification body and are working towards gaining third party certification relevant to the type of work your company carries out within the fire protection industry.

In the event that your works are not covered by the above certification schemes, please email membership@fia.uk.com

Contact
Details

Please fill out the below with the details of any contact whom you wish to be set up for access as a member on the FIA website. This will give the ability to view member only content, book training at members rates, pay by invoice and buy products at members rates. You may have as many contacts as you wish however, we must have a main contact and invoicing contact at the very least. If you have more contacts than space available, please send details for each additional contact separately to membership@fia.uk.com once the membership has been set up.

Main
Contact:

Main Contact (Nominated Rep)

(Please provide details for the main contact. This person will have overall authority for the account including membership renewal)

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training

Technical

Events

FIA News

Invoicing
Contact:

Invoicing Contact (if different to Main Contact. All invoices and accounts communications will be sent to this contact)

Name

Job Title

Email

Phone

Additional
Contacts:

Contact 1

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training

Technical

Events

FIA News

Contact 2

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training

Technical

Events

FIA News

Contact 3

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training Technical Events FIA News **Contact 4**

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training Technical Events FIA News **Contact 5**

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training Technical Events FIA News **Contact 6**

Name

Job Title

Email

Phone

Please also tick to show the type of information they should receive in addition to vital FIA communication (They can un-subscribe at any time if no longer required)

Training Technical Events FIA News

Fire
Engineering
Declaration

THIS PAGE IS ONLY INTENDED FOR COMPANIES WHO EMPLOY A CHARTERED FIRE ENGINEER AND ARE APPLYING FOR MEMBERSHIP OF THE FIA ON THAT BASIS. IF THAT DOES NOT APPLY TO YOUR COMPANY PLEASE LEAVE THIS PAGE BLANK.

On behalf of the member company indicated below, I confirm that this company complies with the following criteria:

- Has ISO9001 certification provided by a UKAS accredited certification body where the scope of services includes the 'Fire engineering services' offered (or similar).
- Employs at least one Chartered Engineer whose competence assessment to achieve Chartered Engineer status was based on fire engineering. Or a recognised equivalent other, international professional engineer status based on fire engineering. To be named at application stage.

Name.....

- The company should have a documented procedure for the technical competence of staff, which produce and review reports. The chartered fire engineer should approve this procedure.
- Will advise the FIA secretariat if Chartered Engineer(s) change (reasonable time to be given to replace – case by case – secretariat discretion with Council help & guidance where necessary)
- That the Chartered 'Fire' Engineer(s) have a role in confirming the internal procedures on how fire strategies, reports and analysis are written and reviewed. These procedures should include the requirement that a minimum of 5% of fire strategies and fire engineering reports are reviewed by a Chartered 'Fire' Engineer (relies of professionalism of the Chartered Engineer).
- That our longer term ambition is to have all fire strategies and fire engineering analyses approved by a Chartered 'Fire' Engineer.
- Will comply with the Leadership Statement and note its complaints procedure.
- Will maintain 'appropriate' level of PI insurance
- Will comply to relevant legislation
- That an appropriate training and CPD programme is in place for all appropriate technical staff.

Fire Engineering Company members shall have no professional or financial interest in the Regulatory Approval of the services they provide, in any particular project.

A company shall be regarded as having a professional or financial interest in the approval of the work described in any service provided under these membership criteria if—

- A person in the company is or has been responsible for approving the design, construction or occupation of any of the work in any capacity, or
- A person or any nominee of that person is a member, officer or employee of a company or other body which has a professional or financial interest in the approval of the work, or
- A person is a partner or is in the employment of a person or company or other body which has a professional or financial interest in the approval of the work.

For the purposes of these criteria—

A person shall be treated as having a professional or financial interest in the approval of the work even if that person has that interest only as trustee for the benefit of some other person. In the case of married people or civil partners living together, the interest of one spouse or partner shall, if known to the other, be deemed to be also an interest of the other.

For the purposes of these criteria—

- Involvement in the work as an approved inspector
- Involvement in the work as a building inspector employed by a Local Authority,
- Involvement in the work as a fire officer employed by a Fire and Rescue Authority
- Entitlement to any fee paid for a person's function as an approved inspector, building inspector or fire officer and
- Potential liability to pay any sum if a claim is made under the insurance cover provided for the purposes of the Building Act 1984, shall be regarded as constituting a professional or financial interest.

Name in fullDate.....

SIGNED[Director / Partner]

For and on behalf of and duly authorised by [Company]

Terms & Conditions

We wish to apply for Membership of the Fire Industry Association and agree, if accepted to be bound by the terms of its Memorandum and Articles of Association, its Leadership Statement [available on website] and any Guidelines** laid down by the board and authorize you to place our name on the Association’s Register of Members.

** Please note membership is continuous and, unless written notice of resignation is received by not later than 28th February in any year, a member will be liable for the annual subscription fee for their class of membership for the following year.

FIA membership runs from the 01st April to 31st March. Members joining partway through a membership year will only be charged pro-rata from the month of joining, for the remainder of that membership year. On the 01st April each year any memberships which have not been cancelled will be invoiced in full for the membership year ahead.

We enclose a copy of the Directors’ Report and Audited Accounts for our last financial year. The Report and Accounts will be reviewed by the Secretariat and not passed to the Board or any other parties.

Application Procedure

The completed application form should be returned to membership@fia.uk.com with:

- Copies of the applying company’s annual report and audited accounts for the last financial year
- Evidence of Third-Party Certification held
- Evidence proving sign up with a certification body (for probationary applications)

On receipt of the above, the Secretariat may request any such clarification as may be necessary in order to administer the application. This may include arrangements for one of its staff or a Board member to visit the applicant’s place of business to discuss the application and any part the applicant may wish to play in the affairs of FIA.

All applications are subject to FIA approval, the decision being delivered to the applicant within four weeks of receipt of the completed form

NAME IN FULL

SIGNED[Director/ Partner]

For and on behalf of and duly authorised by:

.....[Company Name]

DATE:



[END]