

# MEMBERSHIP APPLICATION FORM

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Applications for membership of ICIS are subject to the Society's Statutes that state:

**Qualifications:** *Membership may be granted to organizations that are public or private, and are involved in activities covered by the Society's 'Interest areas' and agree to further the Mission of the Society.*

The **Interests** of the Society include the following:

- Construction specifications;
- Construction cost data;
- Construction product data, including environmental information;
- Construction standards;
- Operations and maintenance data;
- Classification of construction information, including each of the items above;
- Interoperability of each of the items above with drawings/models.
- Other interests added according to Article 6 of these Statutes.

The **mission** of the Society is to advance the globalisation, standardisation, harmonisation and interoperability of construction information by:

- Influencing related standards and regulations;
- Raising awareness, acceptance, and use of construction information systems;
- Representing the common interests of ICIS members in dealings with international and national organisations, authorities, and associations;
- Being the subject matter experts (SME) and establishing guidelines and recommended practices in ICIS Interest areas

**Application:** *Organizations apply for membership by submitting to the Secretary, on the ICIS Membership Application Form, evidence of their qualifications as potential Members; together with a description of their company/organisation and its activities.*

**Acceptance of Members:**

- Applicants for Membership: The Board has the authority to accept or reject applications for Membership.
- Where an application is accepted within the first six months of a calendar year, then the full annual Dues will be invoiced. Where an application is accepted in the last six months then half of the annual Dues shall be invoiced.
- Annual dues are 1,200 Euros with a discount of 200 Euros if paid by March 1st.

**Submit the completed Membership Application Form, with any attachments, to the ICIS Secretary by post or by email with pdf attachments.**

## Organization details:

Full name of organization representative: \_\_\_\_\_

Full name of alternative contact person: \_\_\_\_\_

Organization name: \_\_\_\_\_

Date organization established: \_\_\_\_\_

Postal address: \_\_\_\_\_

Representative's email address: \_\_\_\_\_

Telephone/facsimile: \_\_\_\_\_

Organization website: \_\_\_\_\_

## Organization information

*Description of the organization. Include this as an attachment, on organization letterhead, and signed by the applicant. Refer to information checklist on Page 3 of this Application Form.*

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## Supporters

*Obtaining support from existing ICIS members is not a requirement of the Statutes. However such support may assist the ICIS Board in assessing an organization's qualifications.*

Member's name: \_\_\_\_\_ Member's name: \_\_\_\_\_

**I support this Application**

**I support this Application**

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

Member Org: \_\_\_\_\_ Member Org: \_\_\_\_\_

## Declaration

I declare that the information in this Application, presented for consideration by the ICIS Board, is true and correct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

## Information Checklist

Following is a checklist of information that may assist the ICIS Board in assessing an Applicant's qualifications. Applicants should include information which demonstrates that their interest coincides with ICIS Interests, and have the resources to further the Mission of ICIS. This list is a guideline only; please attach any additional information that will guide the ICIS Board in determining your suitability as a member.

- National breadth of function
- Commitment to industry good, and
- Operation as a producer of at least one of the following:
  - Master, standard, or guide construction, or civil engineering specification systems
  - Principles for preparing specification systems
  - Construction, or civil engineering cost information systems
  - Principles for preparing cost information systems
  - Other (please specify): \_\_\_\_\_

Examples of such evidence are as follows:

- National breadth of function:
  - Usage statistics
  - Markets (e.g. construction and/or civil sector client groups, designers, contractors, the public).
- Commitment to industry good:
  - Statement of industry involvement (e.g. Standards committees, research)
  - Description of educational activities (e.g. CPD programs, provision of lectures, seminars, workshops, articles)
  - Vision and/or mission statement, constitution, joint venture agreements, policies
  - Statement of international involvement (e.g. attendance at international gatherings)
  - Memberships (e.g. of international research or working groups)
- Operation as a producer:
  - List or catalogue of maintained products and services provided (e.g. specification systems, costing systems)
  - List of products and services provided on behalf of others (e.g. guideline documents for an industry group)
  - List or catalogue of publications (e.g. text books, contracts, government documents)
- Supplementary information (desirable but not essential):
  - Organization ownership
  - Organization structure (e.g. for profit, not-for-profit, governmental)
  - Names of parent or associated organizations and/or subsidiaries
  - Principal income streams (e.g. fees charged to manufacturers for delivering branded information, subscriptions charged for access to specification systems, book sales)
  - Other significant activities (e.g. building centres)
  - Product delivery methods (e.g. paper, CD, on-line)