

Federation subscriber application form

Please read the terms and conditions on the back and return this form along with a **50 word description of your organisation**. Complete **ALL** sections of this form in **BLOCK CAPITAL LETTERS**.

Organisation information

Organisation name _____

Address _____

Postcode _____ Website address _____

Telephone number _____ Fax _____

Organisation email _____

Please tick below which sector your organisation belongs to:

- | | | |
|--|--|--|
| <input type="checkbox"/> Asset & property management | <input type="checkbox"/> Energy/sustainability | <input type="checkbox"/> Insurance services |
| <input type="checkbox"/> Charity/third sector | <input type="checkbox"/> Financial services | <input type="checkbox"/> Legal services |
| <input type="checkbox"/> Communications & marketing | <input type="checkbox"/> Housing management | <input type="checkbox"/> Training & employment |
| <input type="checkbox"/> Consultancy services | <input type="checkbox"/> Human resources | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Development | <input type="checkbox"/> ICT | |

Contact details

Title _____ First name _____ Last name _____

Job title _____

Tel _____ Email _____

Please select the package you would like to subscribe to:

- Bronze Silver Gold

Payment information

I enclose a cheque payable to the National Housing Federation

Please debit my debit/credit card:

- Visa Mastercard Maestro Solo Electron

(We do not accept Diners Card or American Express)

/ / /

Start date / End date /

Issue number (solo only) 3 digit security code

Name on card _____

Cardholder's signature _____ Date _____

I have paid by BACS and attach the remittance advice (please quote your company name on all BACS transmissions)
National Housing Federation bank account details are: Lloyds TSB, Kings Cross branch, 344 Grays Inn Road, London
Sort code: 30-94-73 Account no. 00113238 VAT no. 830739035 Registration no. 302132

I require a pro-forma invoice (please note that your application cannot be processed until we have received full payment)

Declaration

I have read and understood the terms and conditions of the Federation subscriber scheme.

Signed _____

Date _____

Please return by: Post – Business Development, National Housing Federation, Lion Court, 25 Procter Street, London, WC1V 6NY
Email - subscribers@housing.org.uk Fax – 020 7067 1015

What next? Once your application and payment have been received and accepted, we will send you an email to confirm your subscription.

Terms and conditions

These are the terms and conditions ("Terms") that apply to the membership of the National Housing Federation Subscriber scheme (the "Scheme").

For the purposes of these Terms, "NHF" means the National Housing Federation, and "you/your" means you as a subscriber to the Scheme.

1. **Subscription terms**
 - 1.1 Your subscription shall start on payment of your annual subscription fees in full.
 - 1.2 Your subscription shall last for 12 months (the "Initial Term") and thereafter shall renew for subsequent periods of 12 months (each a "Renewal Period") unless you give us no less than 30 days' notice prior to the to the end of the Initial Term or subsequent Renewal Period that you do not wish to renew your subscription.
 - 1.3 Subscription fees are non-refundable, except as provided for in clause 3.1.
2. **Statutory compliance and use of data**
 - 2.1 For the purposes of this clause 2, "Personal Data" shall have the meaning given to it in the UK Data Protection Act 1998 (the DPA).
 - 2.2 You agree that you shall comply with the DPA and all other relevant data protection legislation in your dealing with the Scheme. In particular, if you provide any information to the NHF that contains Personal Data, then you shall ensure that you have all necessary rights and permissions to transfer such information to the NHF for the intended use.
 - 2.3 You agree that you shall comply with any other legislation relevant to your transactions with the NHF or its subscribers and members. Transactions include the use of information provided by the NHF.
 - 2.4 You acknowledge that information (including the NHF's mailing lists) provided to you by the NHF may contain Personal Data. You must use such information in line with these Terms and the NHF's instructions from time to time. In particular, you agree:
 - 2.4.1 to use such information solely for the purpose for which it was provided. Use of such information for any other purpose is expressly prohibited;
 - 2.4.2 to process such information only in accordance with the instructions of the NHF and to act promptly and properly in respect of all such instructions (including without limitation instructions in relation to the return or destruction of such information);
 - 2.4.3 to comply with the NHF's "Mailing List Terms and Conditions" as issued by the NHF from time to time, in respect of any use of the NHF's mailing lists;
 - 2.4.4 to take appropriate technical and organisational measures against unauthorised or unlawful processing of such information and against accidental loss or destruction of, or damage to it, taking into account the nature of the personal data; and
 - 2.4.5 unless otherwise agreed with the NHF in writing, not to transfer any such information to any country outside the European Economic Area.
3. **Refusal and termination**
 - 3.1 The NHF may terminate your subscription at any time if the NHF terminates the Scheme. If the NHF does terminate the Scheme:
 - 3.1.1 it will provide 30 (thirty) days' notice of its decision to you; and
 - 3.1.2 unless expressly agreed otherwise in writing, following such termination you must cease to use the NHF subscriber logo and any other NHF materials provided to you pursuant to these Terms.
 - 3.2 You may terminate your subscription at any time on giving the NHF notice. If you terminate your subscription, there will be no refund for monies already paid.
 - 3.3 The NHF reserves the right to terminate your subscription where you are in breach of these Terms. If the NHF terminates your subscription for failure to comply with the Terms of the Scheme, there will be no refund of subscription fees already paid.
 - 3.4 The NHF may refuse or terminate any subscription where it believes (in its absolute discretion) that the subscriber's actions/views/corporate policies run contrary to the NHF's work.
 - 3.5 The NHF may refuse or terminate any subscription where it believes (in its absolute discretion) that the subscriber's business is in competition with the NHF or may otherwise have negative impact on the NHF.
- 3.6 Charities, industrial and provident societies, and co-operative and community benefit societies pursuant to the Co-operative and Community Benefit Societies Act 2014, which are registered in England and provide housing (including housing associations), are not eligible to join the Scheme. They are instead eligible to apply for NHF membership.
4. **Branding**
 - 4.1 The NHF subscriber logo remains at all times the property of the NHF and may not be reproduced without its permission. Unless otherwise agreed with the NHF, you may use the NHF subscriber logo only to identify yourself as a fully paid up subscriber.
 - 4.2 Use of the NHF subscriber logo is subject to the logo being used in the form prescribed by the NHF and in accordance with any relevant guidelines issued by the NHF from time to time. You must cease to use the subscriber logo upon notice from the NHF.
 - 4.3 Subscribers may not use the NHF member logo, or any other logo not expressly provided for under these Terms.
 - 4.4 You may promote your affiliation in accordance with the Scheme guidelines. You may describe yourself as a "subscriber" to the Scheme but you may not describe yourself as a "member", "full member", "associate", "associate member" (or any similar title) of the NHF.
 - 4.5 The NHF retains all intellectual property rights, whether owned or licensed, in any NHF materials it may provide to you from time to time. Unless otherwise agreed in writing, any NHF materials provided to you shall remain the property of the NHF and the NHF reserves the right to recall any such materials at any time.
 - 4.6 You agree not to do anything to bring the NHF into disrepute, or to adversely affect the name, brand, trading image, reputation or business of the NHF.
5. **Complaints**
 - 5.1 The NHF will investigate all complaints about subscribers made by its members, in which case, the following will apply:
 - 5.1.1 all subscribers will be notified of any complaints made against them;
 - 5.1.2 if the NHF upholds the complaint against a subscriber, it may terminate that subscriber's subscription without further notice; and the NHF's decision is final.
6. **Disclaimers**
 - 6.1 You acknowledge and agree that you are at all times acting on your own behalf and nothing in these Terms is intended to, or shall be deemed to create or imply the existence of a partnership or joint venture between you and the NHF nor any arrangement which would impose liability on the NHF for your acts or omissions.
 - 6.2 Except for any liabilities that cannot be excluded or limited by law, you acknowledge and agree that the total liability of the NHF to you in respect of any costs, claims, liabilities or expenses, arising under these Terms shall be limited to the amount paid by you for your annual subscription to the Scheme.
7. **Disputes**

You agree to refer any disputes arising out of or in connection with these Terms to Alternative Dispute Resolution (ADR) in the first instance, but this shall not prevent either party from commencing court proceedings for urgent interim relief.
8. **Third parties**

The Contract (Rights of Third Parties) Act 1999 is expressly excluded from these Terms.
9. **Jurisdiction**

Subject to clause 7, these Terms, and any dispute or claim arising out of or in connection with them or their subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with English law and the parties agree that the courts of England shall have exclusive jurisdiction to settle any such disputes or claims.