

# HOUSING PARTNER APPLICATION FORM



To apply for Housing Partner membership on behalf of your organisation simply complete this application form and return it by post or email.

**By post to:**

**Membership Services**

IGEM  
IGEM House, High Street,  
Kegworth, Derby, DE74 2DA

**By email to:**

membership@igem.org.uk

**Organisation details**

Organisation name	
Social housing provider registration number	
VAT number	

Address	
County	
Postcode	
Country	

Telephone number	
Website	
Facebook	
Twitter	
LinkedIn	

**Please provide us with a description of your organisation and include the size of your property portfolio, the number of Gas Safe Registered employees, and how your installation, repair and maintenance operation is managed** (approx. 150 words)

## Primary contact details

Please provide details of the individual who will act as IGEM's first point of contact regarding your organisation's membership.

Title	
Surname	
First name	
Middle name(s)	
Known as (if different to first name)	
Job title	
Address (if different from address given previously)	
County	
Postcode	
Country	
Telephone number	
Email address	

If this individual is already a member of IGEM please provide their individual membership number

## Named responsible person

If different from the above, please provide details of the person responsible for gas. IGEM will work with this person to establish their pathway to professional registration with the Engineering Council and provide immediate Associate membership whilst working towards this. This person will also be given online access to the Technical Standards included with your membership

Title	
Surname	
First name	
Middle name(s)	
Known as (if different to first name)	
Job title	
Address (if different from address given previously)	
County	
Postcode	
Country	
Telephone number	
Email address	

If this individual is already a member of IGEM please provide their individual membership number

## Additional contacts

Please provide details of individuals within your organisation who may be contacted regarding finance and training.

**Finance contact** (the individual to whom invoices should be addressed if different from primary contact)

Title	
Surname	
First name	
Middle name(s)	
Known as (if different to first name)	
Job title	
Telephone number	
Email address	
Billing address (if different from address given previously)	

**Training contact** (if different from primary contact)

Title	
Surname	
First name	
Middle name(s)	
Known as (if different to first name)	
Job title	
Telephone number	
Email address	

**Data Protection:** IGEM is committed to safeguarding the privacy of all personal details held on its database. Before submitting this application form please refer to our Privacy Policy (available at [www.igem.org.uk](http://www.igem.org.uk)) which sets out how we collect, store, utilise and protect personal information.

## Declaration

I, the undersigned certify that the information provided within this application form is accurate and true and that if elected my company agrees to abide by IGEM's Royal Charter, By-Laws and Code of Practice for Housing Partners.

Signature: .....

Printed name: ..... Date: .....

## Payment method

The application fee for Housing Partner membership is £100 +VAT.\*

### Ways to pay:

Enclose a cheque (made payable to IGEM)

Make a BACS payment to:

**HSBC**

**Sort Code:** 40 03 15

**Account No:** 912 40 749

**IBAN:** GB13HBUK40031591240749

**BIC/Swift:** HBUKGB4106M

Alternatively if you would like us to issue you with an invoice please provide a purchase order number or reference number:

\* An annual subscription fee applies once your organisation has been successfully elected.

## Annual Subscription Fee

Housing Partners will be charged £1,250 per annum. The annual subscription fee will be prorated within the first year of joining and become due on the **1 January** thereafter.