



# Application for membership 2019

## Individual and corporate

Please print clearly in block capitals

### MEMBERSHIP CATEGORY

- Individual (£70 per annum)  Corporate (£1,420 per annum)

Corporate applicants: This form should be completed by the person you wish to have voting rights for your organisation.

### PERSONAL DETAILS

- Mr  Ms  Mrs  Miss  Dr  Prof  Other

First name(s)	Surname
Home address	
	City
Postcode	Country
Telephone	Mobile (optional)
Email	

### BUSINESS DETAILS

Job title	
Company name	Registration no
Business address	
	City
Postcode	Country
Telephone	Mobile (optional)
Email	Website
Nature of business	

### PREFERRED MAILING ADDRESS

- Home  Business

### PROFESSIONAL AND INDUSTRY BODY MEMBERSHIP

Please list any professional and industry bodies to which you have membership.

	Membership no
	Membership no
	Membership no

### REASONS FOR JOINING

Please briefly explain why you wish to join the Fraud Advisory Panel (ie. work, personal interest).


## MEMBERS' GROUPS

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Cybercrime       | <input type="checkbox"/> Investigation and legal process | <input type="checkbox"/> London and South East | <input type="checkbox"/> Midlands             |
| <input type="checkbox"/> Northern Ireland | <input type="checkbox"/> Prevention and detection        | <input type="checkbox"/> Scotland              | <input type="checkbox"/> South West and Wales |

## CORPORATE REPRESENTATIVES

(corporate applicants only)

Corporate members are entitled to nominate employees as non-voting members. Please continue on a separate sheet if necessary.

- Mr    Ms    Mrs    Miss    Dr    Prof    Other

First name(s)

Surname

Business address

City

Postcode

Country

Telephone

Mobile (optional)

Email

Members' group(s)

## SUBSCRIPTION PAYMENT

Please invoice me for £

Quoting (if applicable) purchase order no

**Cheque** Cheques or drafts must be drawn in sterling only and made payable to the Fraud Advisory Panel. Please write your name on the back of the cheque and send it to us with your completed application form. Post-dated cheques are not accepted.

**Credit/debit card** The following cards are accepted: MasterCard, Visa and Maestro (UK issued only). Payments can be made by telephone +44 (0)20 7920 8637 between the hours of 09:15 and 16:00.

**Bank transfer** Details of our bank account will be provided on your invoice.

Please send completed forms to Fraud Advisory Panel, Chartered Accountants' Hall, Moorgate Place, London, EC2R 6EA, UK or email [membership@fraudadvisorypanel.org](mailto:membership@fraudadvisorypanel.org).

## DATA PROTECTION



### How we use your information

We will use the information you provide to us to administer and communicate with you about your membership. We may share your information with other organisations and our business partners to verify and administer your membership, and organise events and activities. If the information you provide includes sensitive information, such as details of your membership of a trade union, by submitting this application you agree to us using that information for the above purposes. For more information about how we use your personal information please see our privacy policy at [www.fraudadvisorypanel.org](http://www.fraudadvisorypanel.org).

We may transfer your information to our service providers who are located outside the European Economic Area (EEA), and by submitting this form you confirm that you agree to this use of your information. These countries may provide a lower standard of protection for personal information, so if we do transfer your information we will take steps to ensure that your information is still protected.

- We would also like to send you updates about our events and other news that may interest you, by email and other means, using the contact details above. If you **do not** want to receive these updates, please tick this box.

## COMPANY COMMUNICATIONS

- The Fraud Advisory Panel usually communicates with members about company administration matters by email or by putting information on our website and notifying members that it is there. This includes our annual accounts and notices of general meetings. By submitting this form you agree to receive such company notices and information by email or by notifying you that it is available on a website. Please tick this box if you **do not** agree to this, and instead wish to receive all company communications by post.

## DECLARATION

I/We declare that I/we have read the notes included in and accompanying this form. I/We declare that all information provided in this form is true and accurate to the best of my/our knowledge and belief, and I/we have no relevant matters to disclose to the Panel/attach details that I/we disclose to the Panel. I/We agree to abide by the Fraud Advisory Panel's **Code of Conduct** without exception during the term of my/our membership.

Signature

Date

Please note that all applications must be signed.

### MEMBERSHIP CATEGORY

#### **Individual**

Individual membership is open to individuals not already represented by any corporate or other body, and is non-transferrable.

#### **Corporate**

Corporate membership is open to corporate and quasi-corporate bodies, partnerships and associations, including without limitation government departments and statutory bodies.

Any unincorporated association or body qualifying as a corporate member shall be represented by an individual appointed by notice in writing to the Fraud Advisory Panel as a corporate member in order to represent such unincorporated association or body. The name of the corporate member, the name of the unincorporated association or body and the fact that the corporate member is its representative shall be entered in the register of members. Subject to the Directors' right to decline to accept any individual as a member, the unincorporated association or body shall be able to replace the corporate member who is its representative with another individual by giving notice in writing to the Fraud Advisory Panel and without it being necessary for the outgoing corporate member to give notice or the incoming corporate member to complete an application form.

Every corporate member which is a corporation shall by notice in writing authorise an individual or individuals to act as its authorised representative or representatives at meetings of the Fraud Advisory Panel and shall be able to replace its representative with another individual from time to time by notice in writing. The name of such representative and the fact that he or she is the representative of such corporate member shall be noted in the register of members. The representative may exercise all of the powers of the corporate member.

### VOTING RIGHTS

On a vote on a resolution which is carried out by a show of hands each member present in person, each proxy present who has been duly appointed by one or more persons entitled to vote on the resolution, and each authorised representative of a corporate member present, shall have one vote.

On a poll each member present in person, each member present by proxy, and each corporate member represented by an authorised representative, shall have one vote for each pound they (or the member they represent as authorised representative) have paid to the Fraud Advisory Panel by way of membership subscription in the current year.

No member shall be entitled to vote at any general meeting unless all monies presently payable by him, her or it to the Fraud Advisory Panel have been paid.

### CHANGES TO CONTACT DETAILS

Members should notify the Fraud Advisory Panel office of any changes to their contact details to ensure continued receipt of Panel correspondence.

### USE OF NAME AND LOGO

The Fraud Advisory Panel is committed to the protection of life and property by the prevention, detection, investigation, prosecution and deterrence of fraud. Its members are likewise committed to these objects.

In order to promote the Panel's aims, in consideration of their subscription fees, members are granted the right to use either the caption '*A member of the Fraud Advisory Panel*' or '*corporate member*' logo [corporate members only] to indicate their association with the Fraud Advisory Panel and the member's intention to further the Panel's aims. Accordingly, the caption or logo may be used on stationery, websites, and other publications in a manner which is consistent with the promotion of the Panel's aims. Such use is also provisional on all monies presently payable by the member to the Fraud Advisory Panel having been paid.

Members may not use the Fraud Advisory Panel's name or logo in a manner which is inconsistent with its aims and objects. Any use which is inconsistent with those aims and objectives is manifest from the content of the publication, and would include the use of the Panel's name and logo in any advertisements which a member is endorsing or approving the products of a third party, and/or on commercial publications with non-members, or in other ventures with non-members (to avoid misleading the public into believing the endorsement is made by the Panel). Any use of the name and logo in such circumstances requires the prior written approval of the Fraud Advisory Panel.

### CODE OF CONDUCT

All members of the Fraud Advisory Panel are expected to behave with integrity and probity, and are required, as a condition of their continued membership, to act in conformity with the objects of the Panel. In addition, members must inform the directors immediately if any of the conditions listed below apply to them during the course of their membership.

A member will cease to be a member under the following conditions.

- On the expiry of at least seven days' clear notice given by the member to the Panel of his, her or its intention to withdraw.
- If any subscription or other sum payable by the member to the Panel is not paid on the due date and remains unpaid seven days after notice is served by the Panel informing the member that he, she or it will be removed from membership if it is not paid. The directors may re-admit to membership any individual, unincorporated organisation or corporation removed from membership on this ground on payment of a reasonable sum as the directors may determine.
- If the member is convicted of any criminal offence, and the directors resolve that the conviction is inimical or harmful to continued membership.
- If the member is the subject of any disqualification order under the Company Directors Disqualification Act 1986 or any statutory modification or re-enactment for the time being in force.
- If the member is the subject of any adverse finding by any professional or regulatory body, and the directors resolve that the finding is inimical or harmful to continued membership.
- If the member is the subject of any adverse finding arising as a result of, or in connection with, the Financial Services and Markets Act 2000 or any statutory modification or re-enactment for the time being in force, and the directors resolve that the finding is inimical or harmful to continued membership.
- If an individual member (including an individual who is a corporate member representing an unincorporated association or body) has a bankruptcy order made against him or her, or has an order made against him or her in individual insolvency proceedings in a jurisdiction other than England and Wales which have an effect similar to that of bankruptcy, or a composition is made with his or her creditors generally in satisfaction of his or her debts.
- If the member is a corporate member representing an unincorporated association or body and the unincorporated organisation has an order made or a resolution passed for its winding up or has an administrator appointed over all or any part of its assets, in each case other than for the purpose of a solvent reconstruction or amalgamation.
- If the member is a corporate member (being a corporation) and goes into liquidation, has an administrator or a receiver or an administrative receiver appointed over all or any part of its assets, or has an order made or a resolution passed for its winding up, in each case other than for the purpose of a solvent reconstruction or amalgamation.
- If an individual member dies.
- If, at a meeting of the directors at which at least half of the directors are present, a resolution is passed resolving that the member be expelled on the ground that his, her or its continued membership is, or is likely to become, inimical or harmful to the interests of the Panel. Such a resolution may not be passed unless the member has been given at least 14 clear days' notice in writing that the resolution is to be proposed, specifying the circumstances alleged to justify expulsion, and has been afforded a reasonable opportunity of being heard by or of making written representations to the directors. A member expelled by such a resolution shall nevertheless remain liable to pay to the Panel any subscription or other sum owed by him, her or it.

### PERSONAL WAIVER

The Fraud Advisory Panel is committed to the protection of life and property by the prevention, detection, investigation, prosecution and deterrence of fraud. In order to pursue these aims and objects, the Panel will be entitled to enforce the **Code of Conduct** set out above by vetting applications through publicly available information and registers. All members are required to disclose to the Panel details of any of the matters listed above both prior to their application for membership and during any such membership. Such information will be used by the Fraud Advisory Panel to ensure that the integrity of the Panel is maintained, and that membership is consistent with the Panel's aims and objects, by endeavouring to enforce the refusal or cessation of membership where any of the matters listed above occurs in respect of a member or prospective member. All members agree that the Panel shall not be liable in any way for any failure by a member to act in accordance with the **Code of Conduct** or any failure by the Panel to enforce the **Code of Conduct**.

### FRAUD ADVISORY PANEL

For further information about membership please contact the Fraud Advisory Panel office, email [membership@fraudadvisorypanel.org](mailto:membership@fraudadvisorypanel.org) or phone +44 (0)20 7920 8637.