

Strata Services Chapter Membership Application Form

The Strata Services Chapter is a *category of membership for people who provide goods and services to the strata industry.*

About SCA (NSW)

Strata Community Association (NSW) Limited is the leading professional body for the strata and title community in NSW.

It brings together people who manage strata schemes, own one or more strata lots and suppliers who provide goods and services to them. Being a member of a professional association shows clients and customers strong ethical standards and a commitment, in this case, to providing services to the strata and community title industry.

Membership benefits

- Strata Services Specialist Course
- Use of the strata 'Works Agreement' template*
- Networking opportunities with other suppliers, strata managers and strata owners
- Invitations to events at member rates
- Company listing and advertising opportunities in the SCA (NSW) Strata Services Directory*
- Best Practice Guides
- Input into strata policy development
- Voting rights pursuant to the SCA (NSW) Constitution
- Awards and Recognition
- Membership Certificate
- Member logo
- Sponsorship opportunities*

*Corporate membership benefits only

How do I become a member of the Strata Services Chapter?

Complete the application form provided, select the membership type, and provide the required documentation and payment of membership fees.

Once your membership has been approved you will receive a welcome kit that will contain your membership number, membership certificate, and other important documents.

Strata Services membership categories and fees

Annual subscription runs from 1st July 2019 to 30th June 2020

Personal Membership		Total inc gst
Strata Services Chapter		\$525.00
(+) Plus joining fee		\$100.00
Corporate Membership		Total inc gst
Corporate Strata Services		\$1,475.00
(+) Plus minimum of one (1) personal membership		\$525.00
(+) Plus joining fee		\$100.00

All Corporate Memberships must have a minimum of one (1) personal membership
All new membership applications include a once off joining application fee of \$100.00

How do I qualify to be a member?

Membership is conditional upon Board approval.

Membership Type	Entry Requirements
Personal Membership	<ul style="list-style-type: none">• Provide two reference letters from customers of the applicant or their employer (preferably from SCA (NSW) members.)
Corporate Membership	<ul style="list-style-type: none">• Business needs to be registered for a minimum of 12 months• Your ABN must be provided• Forward a copy of your current certificate of Professional Indemnity Insurance• Provide two reference letters from customers of the applicant or their employer

The SCA (NSW) Strata Works Agreement template is available for corporate members.

Terms and Conditions

I undertake to be bound by the SCA (NSW) Constitution, Code of Conduct and Policies/Practices of SCA (NSW) in force as of the date of my admission to membership and acknowledge the right of the Board and the SCA (NSW) Management to suspend or cancel my membership in accordance with the SCA (NSW) Constitution and Code of Conduct.

Please note: as per the SCA (NSW) Constitution you agree to pay the members' guarantee amount if the winding up of the company should occur (which is \$50).

I acknowledge that SCA (NSW) does not provide a guarantee for growth of my business.

Cancellation Policy

Your membership can be cancelled should you breach the Code of Conduct and good business practise within the strata industry. There will be no refund if your membership is cancelled.

No refund will be provided by SCA (NSW) should you wish to cancel your membership during the calendar year.

SCA (NSW) reserves the right to cancel membership should payments not be received by the third notice period. Should a member wish to rejoin after cancellation they will need to pay a once off joining application fee.

Personal membership can only be cancelled by the person that the membership belongs to. Membership cancellation is required in writing.

Payment Policy

Invoices must be paid promptly within a 14 day period as specified on the invoice.

SCA (NSW) will provide members with a reminder letter should payment not be received within 14 days.

A third reminder letter will be issued together with a late fee. If payment is still not received after the third letter membership will be cancelled and all other services with SCA (NSW) will be cancelled until payment is made.

Applicant Declaration

Print Name: _____

Title: _____

Signature: _____ Date: _____

Strata Services Membership Form

Tick choice of Membership Type below:

- Corporate Strata Services Member only (already an individual strata services member)
- Corporate Strata Services Member plus individual Strata Services Member
- Individual Strata Services Member only

Attach the following documents with your application:

- Two (2) written references per membership. (Preferably from a current SCA (NSW) member)
- Copy of current certificate of Professional Indemnity Insurance or Public Liability Insurance (required for Corporate Membership only)

Company/Business Details:

Company Name: _____

Trading Name*: _____

ABN: _____ Total Number of Employees: _____

Postal Address: _____

_____ State: _____ Postcode: _____

Street Address*: _____

_____ State*: _____ Postcode*: _____

Phone*: _____ EMAIL*: _____

Website*: _____ Fax*: _____

* Contact Details to appear in Strata Services Directory: (if different from above)

Business Name: _____ Contact Name _____

Fax: _____ Phone: _____

Website: _____ Email: _____

Street Address*: _____

_____ State*: _____ Postcode*: _____

Personal/Applicant Details:

First Name: _____ Last Name _____

Other Name known by (e.g. Maiden Name): _____

Postal Address: _____

_____ State: _____ Postcode: _____

Street Address: _____

_____ State: _____ Postcode: _____

Phone: (direct) _____ (Mobile): _____

Work Email: _____ Personal Email: _____

Strata Services Directory

Directory Listings are a complimentary benefit for **Corporate Strata Services Members only**.

Please select up to five (5) categories for your Company listing to appear in the Strata Services Directory (online and print version*) *Conditions apply

- Abseil Access
- Access Control
- Accounting
- Asbestos Reports
- Audit Services
- Banking Services
- Bathroom Repair & Tiling
- Building Construction
- Building Consultants
- Building Maintenance & Repairs
- Building Management
- Caretaking
- Carpet & Mat Services
- Cleaning Services & Graffiti Removal
- Colour Consulting
- Concrete Repairs & Treatment
- Conveyancing Services
- Debt Collection/Recovery
- Defect Analysis
- Electrical Services
- Engineering Services
- Facility Management
- Financial Services
- Fire Services
- Garage Doors
- Gardening Services
- Glass Services
- Graphic Design & Printing Services
- High Pressure Cleaning
- Handyman Services
- Information Technology Services
- Insurance Services
- Intercom Services
- Interior Design
- Landscaping Services
- Lawn Services
- Legal Services
- Lift/Elevator Services
- Line Marking
- Locksmiths
- OH&S/WHS Services
- Painting
- Pest Control
- Plumbing Services
- Pool & Spa Services
- Printing & Mailing
- Pumps
- Rubbish Removalists
- Security Services
- Signage
- Sinking Fund Services
- Software Services
- Stone care
- Storage Systems
- Taxation Services
- Telecommunications & Internet
- TV Antenna Services
- Valuations
- Ventilation
- Washing Machines & Dryers
- Waterproofing
- Window & Door Replacement and Repair
- Window Treatments

Directory Listing:

Please provide a description about your business (Maximum 255 characters, includes spaces, full stops, commas etc.)

Payment details

Billing contact: Tax invoice/receipt and membership renewal notices will be sent to the below contact

Name: _____ Email: _____

Postal Address: _____

_____ State: _____ Postcode: _____

PAYMENT OPTIONS:

- Cheque:** Made payable to Strata Community Association Ltd
- EFT:** Strata Community Association Ltd, Macq, BSB: 182-222, A/C: 303108401
- Credit Card:** May incur a fee - MasterCard/Visa - 1.5% Fee, Amex - 3.25% Fee

Cardholder Name: _____

Credit Card Number:

Signature: _____

Payment Amount \$ _____ Expiry date: _____ / _____ CCV: _____

REMITTANCE ADVICE - Please return application form with your payment either by post or email to:

Post: SCA (NSW), Suite 102, Level 1, 845 Pacific Highway CHATSWOOD NSW 2067

Email: membership.nsw@strata.community

Office Use Only:

Administrative Process	Initial & Date Actioned	Administrative Process	Initial & Date Actioned
Create New Member Profile in database. Membership Number; Corporate - Individual -		Website login set up Corporate - Individual -	
Application form received:		Date Payment processed:	
Payment received:		Tax invoice/receipt sent:	
Welcome Pack sent:		Date Membership Approved by Board:	
SSD listing & Categories entered:		SSD contact details entered:	