



MAKING BUILDINGS WORK

**APPLICATION FOR ASSOCIATE MEMBERSHIP**

**Company details**

Name.....

Main Office Address.....

..... Post Code.....

Telephone No. .... Fax No.....

E-Mail: ..... Web Site: .....

Date company was established ..... Areas covered in UK & abroad .....

.....

Name of Contact..... Title/company position.....

Major activities and/or equipment manufactured/supplied.....

.....

**Membership of other associations or bodies (please tick)**

B&ES      BSRIA      CIBSE      BASA      BRACA      CHPA

Others.....

**Number of engineers dealing with commissioning activities**

Job title..... Experience.....

.....

.....

.....

**Please state briefly why you wish your company to join the association.....**

.....

.....

Return to: **The Secretary, Commissioning Specialists Association**, at the address below

I..... on behalf of.....

Do hereby apply for **Associate Membership** of the Commissioning Specialists Association and enclose the application fee of £333.34 (£277.78) + VAT @ 20%. I also confirm that this company will agree to abide by the Articles of the Association, its Constitution & Code of Practice (these are included in the Members Handbook which will be issued to you on acceptance of the company into Membership of the Association. Should you require prior sight of these documents, please contact the Secretary).

Sign & Print Name..... date.....

Commissioning Specialists Association, 9 Kings Court, Harwood Road, Horsham, West Sussex RH13 5UR

Tel: 01403 754133 E-mail: [office@csa.org.uk](mailto:office@csa.org.uk)

**PLEASE NOTE IT CAN TAKE UP TO 3 MONTHS FOR YOUR APPLICATION TO BE APPROVED** (6/01/16)

## **Commissioning Specialist Association GDPR Privacy Notice**

Issue No: 001

Issue Date: 02/05/2018

The Commissioning Specialist Association is an association for the commissioning industry within the construction world.

Its membership comprises commissioning industry companies, individual commissioning engineers and associated companies (such as equipment manufacturers, instrument suppliers, etc.), who have a vested interest in ensuring that the commissioning function in today's complex buildings is carried out to a uniformly high standard.

By choosing to join the Association as a member you need to be made aware that we collect and process your personal data for the following purposes:

- To email you CSA press releases, publications and our quarterly newsletter Index
- Stored on our databases, to enable us to email you
- The data we store is; your address, telephone number, CV, company of employment, achievements, grades and certificates gained with the Association
- Your information is also stored on our financial database to enable us to invoice you throughout the year for your membership and any related fees
- Your information is retained for CSA membership purposes only and is not shared with any third parties.

By consenting to this privacy notice you are giving us permission to process your personal data specifically for the purposes identified.

Consent is required for the Commissioning Specialist Association to process personal data, but it must be explicitly given.

If we ask you for sensitive personal data we will always tell you why and how the information will be used.

You may withdraw consent at any time to stop receiving communications from us, you will be able to do so by writing to us or emailing us. Details of contact are on our website.

We take your privacy seriously and will only use your personal information to administer your account and to provide the products and services you have requested from us.

However, from time to time we would like to contact you with details of other products, services we provide. If you consent to us contacting you for this purpose please tick to say how you would like us to contact you:

**Post**  **Email**  **Telephone**

Please tick to confirm:

**I agree**