

Membership Application Form Incorporating SafeHire Certification



HIRE TRADE ALLIANCE
By the Trade for the Trade
Dedicated to providing you with assistance at an affordable cost

1. Select Category of Membership Required

Membership Category:

Hire Company Supplier to Industry Associate Member (Industry Link)

Please select the main sector of the industry you operate in (tick only one):

Access Equipment Plant & Machinery Support Services Tools & Equipment
 Heating & Ventilation Portable Sanitation Catering & Furniture

Number of depots

Total number of full and part-time employees

Number of Years Trading

Where did you hear about us?

2. Company Details

Trading Name

Registered Company Name

Company Address

Town

County

Post Code

Country

Telephone

Fax

General Email Address

Web Address

Company Reg No

VAT Reg No

Is the company registered with CITB: No

Yes

If yes, Reg. No

Other outlets/sites/branches to be included: No

Yes

(if Yes please provide details. Should you require more space please attach a Word document containing the information)

Business Trading Details: Ltd

Non-Ltd

(if Non-Ltd please provide details below)

Please identify the types of insurance you have:

Employers Liability

Public Liability

Professional indemnity

Product Liability (Where product supplied)

Partners/ Proprietors name

Address

Town

County

Post Code

Country

D.O.B

3. Business & Professional Standing

- 1 Has the organisation or any of its directors and/or executive officers been subject of criminal or civil court action (including for bankruptcy) in respect of business activities currently engaged in? No Yes
- 2 Have you or your company been prosecuted for a breach of any environmental laws in the last five years? No Yes
- 3 As an employer, do you meet the requirements of the positive equality duties in relation to the Equalities Act 2010? No Yes
- 4 In the last three years has your organisation been the subject to a compliance action by the Equality and Human Rights Commission or an equivalent body on grounds of alleged unlawful discrimination? No Yes
- 5 In the last three years has your organisation been found in breach of the Immigration, Asylum and Nationality Act 2006? No Yes
- 6 In the last three years has your organisation been found in breach of the National Wage Act 1998? No Yes
- 7 Do you currently have a program or policy to assure that human trafficking and slavery do not exist in your hire operations and supply chain? No Yes

4. Contact Details

Managing Director Details:

Mr Mrs Miss Full name

Job title/position

Business Address (if different from above)

Direct line Mobile

Email

Main Contact Details for Membership Information:

Mr Mrs Miss Full name

Job title/position

Direct line Mobile

Email

Name of Person Responsible for Finance / Accounts:

Mr Mrs Miss Full name

Job title/position

Direct line Mobile

Email

5. Declaration

We hereby apply to become a member of Hire Trade Alliance and agree to pay the full subscription for each year we are in membership.

If accepted, we agree to abide by the Hire Trade Alliance Code of Conduct.

We further undertake to notify the Association in writing of any changes in the business that will affect the annual subscription or voting entitlement.

By signing below we also declare that we have read and understood the accompanying terms and conditions and give consent for their use.

DIGITAL SIGNATURE: If submitting electronically **please initial here** (e.g. AB) to confirm you have read and understood the terms and conditions and give consent to their use.

Signature

Date

Print Name

Position

On behalf of (company name)

No part of the annual membership subscription is refundable under any circumstances.

Members are required to give three months notice of their intention to withdraw from membership.

Information about members is kept in accordance with our Conditions of Business - a copy is available on request.

MUST BE SIGNED BY A DIRECTOR, PARTNER OR PROPRIETOR OF THE BUSINESS

DIGITAL SIGNATURE: If submitting electronically **please initial here** (e.g. AB) to confirm you are an authorised Director, Partner or Proprietor of the business and you agree to the conditions of business described in this membership application.

Signature

Date

Print Name

Position

Co. Name

N.B. The HTA Band S membership subscription rate is only applicable for the first year of HTA membership and where the following business criteria applies:

- New business start-up with an expected turnover of less than £350,000 in the first year of trading.

For subsequent years, Band S transfers to the Band A subscription rate, subject to annual turnover remaining under £1 million.

Data Protection Information

I understand and consent to the information provided on this form being processed by HTA for its use and that of its members, including industry suppliers and associated organisations, for the purpose of promoting, delivering and improving my experience of HTA and its products and services.

If you do **NOT** wish to receive notification of HTA products and services or industry news which may be of interest and benefit to your business (by post or electronic means), please tick this box

We want you to be able to link to other HTA members and for you to receive profile as one of our members, but if you do not want your company details shown on the members only area of the website, please tick this box

6. Payment Information

Please indicate Membership Subscription level:

Entry Standard Premium

Visit our website at www.hiretradealliance.com for full details on each membership tier.

Please indicate payment method for Membership Subscription fee:

Cheque enclosed Credit/Debit Card (Complete contact details below) Cheque (Please invoice me)

Contact details for Payment by Credit/Debit Card

Mr Mrs Miss

Name of person authorised to make payments

Direct line

Email

Direct Debit (please request a mandate form):

Single payment (in full) 4 monthly instalments 10 monthly instalments

Mr Mrs Miss

Name of person authorised to make payments

Direct line

Email

DIGITAL SIGNATURE: If submitting electronically **please initial here** (e.g. AB) to confirm you are authorised to provide the payment information completed in this section.

Signature Date

Print Name Position

Please submit the completed Membership Application Form online at www.hiretradealliance.com/signup or print and post to: Membership Team, Hire Trade Alliance Ltd, Unit 1, Victoria Business Park, Lightowler Road, Halifax, West Yorkshire, HX1 5ND.
Alternatively, email your completed form to membership@hiretrade.co.uk.

For further assistance call the Membership Team on **01422 385798**.

IMPORTANT:

We recommend that you save this PDF and fill in via the latest Acrobat Reader which can be found here: <https://get.adobe.com/uk/reader>
The SUBMIT button will only work with the latest Adobe Reader in web browsers Safari & Internet Explorer.

Hire Trade Alliance

Terms and Conditions of Membership



HIRE TRADE ALLIANCE

By the Trade for the Trade

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- 1 Comply with all current Health and Safety Legislation.
- 2 Ensure that all members of Staff obey all company rules and thereby operate in a legal and safe manner.
- 3 Provide induction training to all new members of Staff.
- 4 Operate a comprehensive Staff training programme and to ensure, as far as is reasonably practical, Staff career advancement. Provide proof that such Staff Training has been carried out and to retain written evidence of such company training for inspection by HSE and/or other regulatory bodies.
- 5 Ensure that all premises and especially workshops are operated in a safe manner, that all members of Staff are provided with a safe working environment and that the safety of members of the General Public is protected by company procedures, as far as is reasonably practical.
- 6 Provide each member of Staff with a contract of employment.
- 7 Only supply hire equipment on completion of a formal, legally binding, hire contract.
- 8 Ensure that all items of hire equipment are fully insured and that hire insurance is provided, on demand, to hire customers.
- 9 Issue such personal protective equipment at the time of hire as is considered necessary for the item(s) of equipment issued by the hire company and which is listed on the hire contract.
- 10 Provide safety advice and/or training together with sufficient written information to the hire customer in the form of an Operating Leaflet for Safety for the item(s) of equipment at the time of hire.
- 11 All members of Hire Trade Alliance (HTA) will be expected to abide by the HTA written Code of Practice and to comply with the requirements laid down by the HTA Assessment programme.
- 12 Test all items of equipment before and after each hire period and from time to time whilst the item of equipment is out on hire. Retain records of all tests carried out.
- 13 Cancellation of Membership will require that all references made to HT A and any items which remain HTA intellectual property (e.g. Terms and Conditions of Hire; Logos) must be removed from company literature, stationery and company websites within 90 days.
- 14 Any actions or behaviour by Members which bring Hire Trade Alliance into disrepute may result in termination of membership at the discretion of the Management Committee.
- 15 No subscription fee, or part thereof shall be refundable upon termination of Membership of HTA.
- 16 All members agree to abide by any amendments or additional terms as may be agreed from time to time.
- 17 Membership term is a minimum of 12 months from signup.