



The Premier Organisation for Fleet Operators

Membership Information for Application

Tariff & Payments for Subscription Year 2012

*ACFO is a **not-for-profit members' organisation**, and is the main UK body representing organisations - of any size or style – using cars and vans in the ordinary course of their business.*

Our membership ranges across the whole economy, and includes small local businesses and global enterprises; public, charity and private sector organisations – in fact any commercial structure where there is a desire to optimise business travel and mobility of people and goods.

We originated as a body purely for vehicle fleet operators, but as the market has evolved to include a much broader range of challenges and solutions, so our membership includes companies and organisations who use a wide range of schemes and systems to deliver business travel by motor vehicle.

Our main objective is to help members reduce costs, and run safer, greener and more efficient systems which use vehicles in an optimum way. We achieve this objective through regional meetings, regular communications with members and by the resources and facilities available on our web-site.

November 2011

Membership Application Details

Structure & Tariff

This document sets out all the information you require to apply for membership of ACFO. Please read it through carefully – if you need assistance, or have any questions about ACFO membership, please contact Angela Humby, Membership Co-ordinator, on **01730 260162** or e-mail us at info@acfo.org

Membership Structure

ACFO is essentially a single-tier, Membership-based organisation. Our structure is:

- ✓ **Membership** is available to all organisations in any sector of the economy (and qualifying individuals) who use cars &/or vans as part of their normal business activities. Members are represented by a named delegate – typically “fleet administrator/ manager” who receives the information we distribute, and attends regional meetings for networking. This grade is not normally intended as a “personal” membership
- ✓ **Affiliate Membership** is **only** available to extend an existing full membership, to provide formal representation in an *additional* Region. Each Affiliation applies to a named region to provide representation and eligibility in that region
- ✓ **Retired Personal Membership** (RPM) is available for those who have previously been involved in the fleet operation of a Member organisation, but who have now retired from full-time employment

Regions

There are currently 9 regions in the UK. Members “belong” to one Region (generally based on postcodes) for their membership. This can be transferred without cost, if circumstances change. Affiliate Memberships are available for representation in one or more other Regions, as required. Please see tariff list and map for details of regional arrangements.

Current paid-up membership/ affiliation in any **one** region confers eligibility to receive all relevant documentation, access to the web-site and entitlement to attend all meetings **in that region**, as well as the national Conference & AGM.

Invoice Pro-forma

You may wish to use the information in this document as an invoice pro-forma. A full VAT invoice for the correct value of the subscription(s) will be issued immediately on initial processing of the application documents and payment. Subscriptions can be paid by credit or debit card. Please contact the Membership Secretariat Office (01730 260162) to pay.

Debit card payments remain free. A £5:00 (plus VAT) handling fee is applied to credit card transactions: a revised invoice will be issued to reflect this on payment, together with the card payment receipt.



All membership applications are subject to ratification by the ACFO National Council



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Membership Tariff 2012

The ACFO membership year runs 1st January to 31st December each year. The **full-year** Subscription Rate for 2012 is £180 + VAT. The full tariff structure is shown below.

Full Year/ Renewal Tariff			Net Subs	VAT @ 20%	Total	Incl Credit Card fee
Status	Member Subs	Affil Subs				
Member	£180.00	£0.00	£180.00	£36.00	£216.00	£222.00
Member + 1	£180.00	£150.00	£330.00	£66.00	£396.00	£402.00
Member + 2	£180.00	£300.00	£480.00	£96.00	£576.00	£582.00
Member + 3	£180.00	£450.00	£630.00	£126.00	£756.00	£762.00
Member + 4	£180.00	£600.00	£780.00	£156.00	£936.00	£942.00
Member + 5	£180.00	£750.00	£930.00	£186.00	£1,116.00	£1,122.00
Member + 6	£180.00	£900.00	£1,080.00	£216.00	£1,296.00	£1,302.00
Member + 7	£180.00	£1,050.00	£1,230.00	£246.00	£1,476.00	£1,482.00
Member + 8	£180.00	£1,200.00	£1,380.00	£276.00	£1,656.00	£1,662.00
RPM	£20.00	£0.00	£20.00	£4.00	£24.00	£30.00
Affiliate	£0.00	£150.00	£150.00	£30.00	£180.00	£186.00

To facilitate fleet operators joining part-way through the year, the **first-year subscription** rates for full membership varies by quarter. The rates for 2012 are shown in the table:

FIRST-Year Subs (for those joining part-way through the year)					
NB: Applies to MEMBERSHIP grade ONLY; not for Affiliates or RPMs					
Joining Date	Period covered by first-year payment	Fee	VAT	Total	Incl Credit Card fee
Jan-Mar	To 31 st December of current year	£180.00	£36.00	£216.00	£222.00
Apr-Jun		£135.00	£27.00	£162.00	£168.00
Jul-Sep		£90.00	£18.00	£108.00	£114.00
Oct to Dec	31 st December of following year	£210.00	£42.00	£252.00	£258.00

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VAT Registration Number GB 493 0618 38

Nov 2011

ACFO Regional Map indicating the regional boundaries. Contact information for each regional secretary also shown.

