TERMS & CONDITIONS OF MEMBERSHIP

1. The Surrey Training Group Ltd (STG) has a committee made up from its membership under a Chair, who make decisions about Group activity during the year and outside of the AGM.

2. STG is supported by the CITB.

3. There are certain CITB targets which STG will work towards to achieve. Group members are obliged to provide information relating to these targets when requested.

4. STG charge an annual membership fee of £75 for which new members will be invoiced.

5. STG members contact details will be added to a mailing list held by the Group Training Officer.

6. Attendance of meetings during membership and voting at the AGM (e-mail/postal is acceptable) will be required.

7. All training discounts/subsidies available to members either from CITB or STG will not be made accessible to the member until membership is paid in full each year.

8. If a new member joins part way through the CITB and STG funding year, then their allocation of training discounts/subsidies will be proportioned to the time remaining within that funding year (e.g. 6 months remaining would entitle them to 50% of a group member's full year allocation).

9. Members are expected to be committed to the ongoing development and training of their workforce.

10. The content, discussions and information at Member meetings is strictly confidential. "What is said at a meeting stays at the meeting". Any unauthorised disclosure of Group information will be deemed to be a breach of the Group's membership terms and conditions.

11. The Group reserves the right to terminate a membership or refuse to re-new a membership whereby any of the above terms have not been adhered to by the member.

I confirm my understanding of the above and confirm our interest in joining the Surrey Training Group Ltd and being subject to the current subscription and terms as specified above.

Company:	
Name:	
Job Title:	
Signature:	Date: