Thank you for choosing to join Youth Employment UK. Our Community Members our vital to our success and we want to ensure that you get the most from your membership.

|  |  |
| --- | --- |
| MAIN CONTACT DETAILS |  |
| Organisation Name |  |
| Contact Name |  |
| Contact Email Address |  |
| Contact Telephone Number |  |
| ACCOUNTS DEPARTMENT |  |
| Accounts contact name |  |
| Accounts Telephone Number |  |
| Accounts Email Address |  |
| Company Name (to appear on invoice) |  |
| Full Address (to appear on invoice) |  |
| PO Number |  |
| Company Registration Number |  |
| Company VAT Number |  |
| Does the client need a New Supplier Form to be completed? |  |

**Membership Level** (please highlight that which applies)

|  |  |
| --- | --- |
| No of employees | Cost per year exc VAT |
| 1-20 | £100.00 |
| 21-100 | £350.00 |
| 101-750 | £700.00 |
| 751-4999 | £1,000.00 |
| Corporate Employer  *Those with more than 5000 staff or organisations who choose to uplift their membership to access additional benefits. (see website for details)* | £2,500.00 |

**You must be authorised by your company to complete this form. By completing this form, you are agreeing to our Community Membership Terms and Conditions.**

**Date: Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(please note your membership date will begin on this date, but you will not receive access to the full range of services until your membership invoice has been paid. Our payment terms are 14 days.*

**Please return your Community Membership form to:** [info@yeuk.org.uk](mailto:info@yeuk.org.uk)

Terms & Conditions

These terms and conditions form the basis of the contract your organisation will have with Youth Employment UK. Youth Employment UK will deliver a service to you as a Community Member. On becoming a Community Member of Youth Employment UK you are automatically agreeing to these terms and conditions.

Youth Employment UK is a not-for-profit Community Interest Company, limited by guarantee. Our registered office is 20 Breck Close, Great Oakley. Corby. NN18 8JR.

**As a Community Member you are entitled to the following benefits:**

* Access to the national Talent Match Mark for Youth Friendly employers
* Best practice, case studies and support
* Policy insights and influencing opportunities
* Connect to other organisations invested in youth employment
* Marketing and Promotion
* Events and Webinars

For large employers there may be additional benefits.

Many events are free of charge for our Community Members other than our Annual Conference which has separate terms and conditions.

We reserve the right to change the benefits that apply to Youth Employment UK at any time and without prior notice.

**Working with Youth Employment UK your commitment to us**

All of our Community Members are expected to follow our code of conduct:

To work to the five principles of youth friendly employment - Youth Voice, Creating Opportunity, Recognising Talent, Fair Employment and Developing People.

To support Youth Employment UK with surveys and data collection that is required to support youth employment analysis

**Membership Contract**

When you submit the application form for Community Membership you are accepting these terms and conditions on behalf of your organisation. The Community Membership will commence on the date on the application form. Community Membership with Youth Employment UK runs for 12 months.

**Cooling off period**

We offer a seven working days’ cooling off period for new members, effective from the day your application is received. This will allow you to cancel your application without any penalty.

**Renewals**

Renewals are generated automatically, should you wish to cancel your membership you must provide notice in writing one month before the renewal date. Upon renewal your organisation will be subject to these same terms and conditions.

No refunds will be provided if the cancellation notice is not met.

**Rights to cancel**

We reserve the right not to fulfil, or to cancel your application if we are unable to obtain payment from your organisation.

We reserve the right to cancel Community Membership at anytime.

**Price Information**

Fees displayed on the Community Membership section of the website will prevail at all times.

We reserve the right to increase the price of the Community Membership subscription on an annual basis. You will be informed of any fee increase within your renewal letter.

**Payment and Payment Terms**

Payment can be made by BACS or Cheque and must be made within 14 days of receipt.

Bank Details: Barclays Bank. Sort Code: 20-45-77 Account Number:50916668

Cheques can be made payable to: Youth Employment UK

We have a statutory right under the Late Payment of Commercial Debts Regulations 2013 to add interest and late payment compensation to any overdue payments.

**Data protection and use of personal data**

The information you provide will be used to process your membership subscription. As a Community Member your data will be used for marketing, statistical and analytical purposes and to administer your administration.

You will receive membership communications and from time to time we will you know about promotions. If you provide us with your email address we may send information which may be of interest.

We do not pass data to any third parties.

If you wish to obtain a copy of your personal data help by us, then please write to us at our head office. Please note that you may be charged a fee of £10 for this service.

If you believe that any of the information we hold concerning you is incorrect or out of date, please provide us with accurate information by emailing [info@yeuk.org.uk](mailto:info@yeuk.org.uk) You may update your company information through your online profile.

**Variation**

We may change these terms and conditions at any time upon giving you 14 days prior written notice. The most recent edition of these terms and conditions will be binding upon you.

Community Members may exit the contract if they do not accept any proposed variation.

**Governing law and jurisdiction**

These terms and conditions are governed by English law. You hereby irrevocably submit to the exclusive jurisdiction of the English courts notwithstanding the jurisdiction where you are based.

**Entire Agreement**

These terms and conditions override any contrary terms or conditions published by us in relation to any Community Membership subscription between you and us.

**Queries and Complaints**

If you have any queries, comments or complaints about your membership please contact us on [info@yeuk.org.uk](mailto:info@yeuk.org.uk) or write to us at 20 Breck Close. Great Oakley. Corby. Northants. NN18 8JR