



**Membership Application Form (1 October 2009 to 30 September 2010)**

**Membership Categories:**

- 1) **Ordinary Membership** - kitchen companies and manufacturers
- 2) **Affiliate Membership** - companies supplying and affiliated to the kitchen industry
- 3) **National Membership** - companies applying who are represented on a national level. This applies to Affiliates only.  
(Please note that if you are a nationally represented company you cannot apply for membership regionally.)

- Category A** = you employ more than 15 full time staff members
- Category B** = you employ less than 15 full time staff member s
- Category C** = you are a franchise branch or locally based subsidiary branch

**Part 1: To be completed by all applicants:**

How did you hear about the KSA? \_\_\_\_\_  
 Why do you wish to become a KSA member? \_\_\_\_\_

**Part 2: To be completed by all applicants:**

Registered name of company: \_\_\_\_\_  
 Trading as: \_\_\_\_\_  
 Company registration number: \_\_\_\_\_ Company VAT number: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Name of Directors / owners / partners: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Have any of the above people been a director / owner / partner in a company or cc that has gone insolvent:  Yes  No  
 If yes please supply details below: \_\_\_\_\_

Duration of business: \_\_\_\_\_ Number of showrooms/ branches: \_\_\_\_\_  
 Address of extra showrooms / branches: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_  
 Cell no: \_\_\_\_\_ Email: \_\_\_\_\_

Please supply a brief description of your company's product and what you specialize in:  
 \_\_\_\_\_  
 \_\_\_\_\_

**Part 2: To be completed by Ordinary member applicants only:**

What type of kitchen do you specialise in?

Melamine/Laminates	<input type="checkbox"/>	Paint Technique	<input type="checkbox"/>	Solid timber	<input type="checkbox"/>	Duco	<input type="checkbox"/>	All	<input type="checkbox"/>
Average sale value?	R0 – R50 000	<input type="checkbox"/>	R50 000 – R90 000	<input type="checkbox"/>	R90 000 – R175 000	<input type="checkbox"/>	R175 000 +	<input type="checkbox"/>	
No. of sales per month?	0-10	<input type="checkbox"/>	10-40	<input type="checkbox"/>	40-100	<input type="checkbox"/>	100+	<input type="checkbox"/>	
Market?	Direct to public	<input type="checkbox"/>	Agent	<input type="checkbox"/>	Both	<input type="checkbox"/>	Contracting	<input type="checkbox"/>	
Type of business?	Manufacturer	<input type="checkbox"/>	Agent	<input type="checkbox"/>	Importer	<input type="checkbox"/>			

**Part 3: To be completed by National membership applicants only:**

In what region is your head office based?

GAUTENG

KZN

CT

**Gauteng details:**

Physical Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_

Cell no: \_\_\_\_\_ Email: \_\_\_\_\_

**Kwazulu Natal details:**

Physical Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_

Cell no: \_\_\_\_\_ Email: \_\_\_\_\_

**Cape Town details:**

Physical Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_

Cell no: \_\_\_\_\_ Email: \_\_\_\_\_

*\*\*\*If you have any further regional offices please supply their details on an attached separate piece of paper\*\*\**

**Part 4 – To be completed by all applicants**

**Trade references:**

Company name	Contact person	Tel and Fax

**Bank Details:**

Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Account no: \_\_\_\_\_ Branch code: \_\_\_\_\_

Contact person in your organization for submission of KSA accounts: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Subscriptions:**

Category	Tick applicable	Entrance Fee inc vat	Annual Subs inc vat	Total
Ordinary A / Affiliate A		R 3 685.00	R 8 240.00	R 11 925.00
Ordinary B / Affiliate B		R 1 846.00	R 4 120.00	R 5 966.00
Ordinary C		R 1 846.00	R 1 500.00	R 3 346.00
National Membership		R 3 688.50	R 13 184.00	R 16 872.50

**Please supply the following with your application:**

Company registration papers

Company letterhead

List of 10 recently completed installations with client names and contact details (ordinary members only)

**Part 5 – Terms and conditions**

**Please ensure you have read the terms and conditions of membership carefully and sign acceptance thereof below.**

- 1) Annual subs are invoiced on the 1<sup>st</sup> of October each year and are due for payment within 30 days of the invoice date. Late payment can result in membership suspension. Non-payment can result in member expulsion. For payment details please contact Alecia on 011 325-6309 for GT and CT or Ann on 031 266-0808 for KZN.
- 2) I/We have read, understood and agree to abide by the KSA's Code of Ethics and understand that failure to do so can result in member suspension or expulsion.
- 3) I/We agree that in the event of a dispute we are bound by any ruling handed down by the KSA and agree to comply with that ruling. Failure to do so can result in member suspension or expulsion.
- 4) I/We agree that should our company's credit rating fall into question it is at the National / Regional committee's discretion to suspend our membership.
- 5) I/We agree that the KSA may run a comprehensive credit check on our company as part of the application process. We also agree that should our business practice and credit rating come into question the KSA is free to run the necessary credit checks to allay any concerns.
- 6) I/We understand that should our company have 3 or more disputes with the KSA at any one time our membership may be suspended. Should the National / Regional committee's feel that the volume of disputes generated by our business bring into question our eligibility to be a KSA member they may suspend our membership pending further investigation.
- 7) I/We understand that the National / Regional committee have the right to re-evaluate membership on an annual basis.
- 8) I/We understand that we receive 1 free Site Inspection per year and after that the service will be charged for.
- 9) I/We agree that the KSA may visit and inspect our showrooms and offices from time to time without prior arrangement.
- 10) I/We understand that in the event of a dispute the workmanship in question will be measured directly to that in our showroom.
- 11) I/We understand and accept that in the event of our company being suspended or expelled from the KSA the KSA has the right to indicate our suspended or expelled status on the KSA website and may inform all other KSA members in writing of our suspension or expulsion.
- 12) I/We agree and understand that should we resign our KSA membership while there are still pending disputes on the KSA books the resignation will not be accepted and a suspension or expulsion hearing may be held.
- 13) I/We agree that should we resign from the KSA we may no longer make use of the KSA logo in our advertising and must return all KSA brochures and marketing material to the KSA.
- 14) I/We agree to abide by the rules and regulations as set out in the KSA's 'Rules and Guidelines' hand book.
- 15) I / We agree to a once off fee of R250.00 inc vat to create a link from the KSA's web site to the member's web site (Should you have a website).
- 16) I/We acknowledge that we are aware of the fact that the KSA (an association incorporated under Section 21) is a company limited by the guarantee of its members.
- 17) I/We understand that in signing this document we undertake to contribute to the assets of the company in the event of it being wound up whilst we are a member/or within one year thereafter.
- 18) I/We understand that the KSA may monitor the volume of complaints / disputes generated by a Category C Member.
- 19) By signing this application form I/We agree to supply our customers with a minimum of one year guarantee, all inclusive.

I have read and understand the above terms and conditions.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_