



**MEMBERSHIP APPLICATION FORM (1 October 2019 to 30 September 2020)**

MEMBERSHIP CATEGORY	
<b>KITCHEN COMPANY BRANCH</b>	A branch or franchise linked to an already registered and paying Regional Kitchen Company.

**PART 1:**

How did you hear about the KSA? .....

Why do you wish to become a KSA member? .....

**PART 2:**

Registered name of company: .....

Trading as: .....

Company registration number: ..... Company VAT number: .....

Physical Address: .....

Postal Address: ..... Code: .....

Tel: ..... Fax: .....

Email: ..... Website: .....

Names of Directors / Owners / Partners:  
.....  
.....  
.....

Have any of the above people been a director / owner / partner in a company or cc that has gone insolvent: .....

If yes please supply details: .....

Duration of business: ..... Number of showrooms/ branches: .....

Address of extra showrooms / branches: .....

**PART 2 (continued):**

Who will the KSA's key contact at your company be? ..... Position: .....

Cell: ..... Email: .....

Please supply a brief description of your company's product and what you specialise in: .....

.....  
.....

**PART 3:**

What type of kitchen do you specialise in? .....

Melamine/Laminates:  Paint Technique:  Solid timber / veneer:  Duco:  All:

Market? Direct to public:  Agent:  Contracting:

Type of business? Manufacturer:  Agent:  Importer:  Outsource:

Installation? Inhouse with own full time employees:  Outsourced with sub-contracted fitters:

**PART 4:**

Trade references - people within the industry with whom you have a COD or account history (please supply complete details for three referees as indicated below):

COMPANY NAME	CONTACT PERSON	TEL & FAX	EMAIL

**COMPANY BANK DETAILS:**

Bank: ..... Branch: .....

Account no: ..... Branch Code: .....

Contact person in your organisation for submission of KSA accounts: .....

Contact Number: ..... Email: .....

**SUBSCRIPTIONS:**

CATEGORY	ONCE OFF ENTRANCE FEE (INCL. VAT)	ANNUAL SUBSCRIPTIONS (INCL. VAT)	TOTAL (INCL. VAT)
KITCHEN BRANCH	R 2,599.00	R 4,680.00	R7,279.00

- Please note: Subscriptions are assessed annually and may be increased from time to time.
- Please note: Entrance fees are once off and payable in full immediately after your membership is confirmed.
- Please note: Your first subscriptions invoice must be paid in full on acknowledgment of membership acceptance. Your membership will not be listed until your first subscriptions invoice has been paid in full.
- Please note that the monthly subscriptions payment option is not available in your first year of membership. You may only apply for monthly payment of subscriptions after a full year of membership and if your first year's subscriptions were paid within the specified time period.

**PART 4 (continued):**

**PLEASE SUPPLY THE FOLLOWING WITH YOUR APPLICATION:**

- Company registration papers
- Company letterhead
- Tax Clearance certificate
- Letter of good standing from Workman's compensation
- Proof of BIBC / FIBC registration if applicable
- Copy of your T&C's / contract
- Details of your guarantee / warranty
- List of 10 recently completed installations with client names and contact details (Kitchen Manufacturers and Stone & Surface Fabricators only)

**PART 5: Terms & Conditions**

The terms and conditions of KSA membership are set out in the KSA's Memorandum of Association and rules and guidelines as stated in the KSA's member's handbook. In signing this document you agree that should your application be successful you accept and will abide by these rules and guidelines as well as the KSA's Code of Conduct and Code of Ethics. A link to view these documents should have been sent to you with this application form. Should you not have received the link it is the responsibility of the applicant to request that the link be resent.

The KSA's rules and guidelines are part of a fluid document and are updated on a regular basis. It is the responsibility of the member or the applicant to ensure they apprise themselves of the most recent version of the document.

I confirm I have received, read and understood the following documents relevant to this application:

- KSA Member Handbook of Rules & Guidelines
- KSA Code of Ethics
- KSA Code of Conduct

**I HAVE READ AND UNDERSTAND THE ABOVE TERMS & CONDITIONS.**

Signature: ..... Name: .....

Position: ..... Date: .....