



**ASSOCIATION of Consulting Surveyors NSW INC.**  
Level 10, 99 Bathurst Street, Sydney NSW 2000  
PO Box A1155, Sydney South, NSW 1235  
T: 02 9267 9728  
F: 02 9267 9226  
E: [admin@acsnsw.com.au](mailto:admin@acsnsw.com.au)  
W: [www.acsnsw.com.au](http://www.acsnsw.com.au)

---

## APPLICATION FOR MEMBERSHIP

### COMPANY DETAILS

SOLE TRADER       PARTNERSHIP       CONSTITUTIONAL CORPORATION

COMPANY NAME

TRADING NAME (IF APPLICABLE)

ABN:

YEAR OF FORMATION:

### CONTACT DETAILS

BUSINESS ADDRESS

CITY

STATE

POSTCODE

PO BOX (IF DIFFERENT FROM ABOVE)

CITY

STATE

POSTCODE

DX ADDRESS (IF APPLICABLE)

STATE

PHONE

FAX

MOBILE

OFFICE EMAIL

INTERNET

APPLICATION FOR MEMBERSHIP

**NOMINATED REPRESENTATIVE (1 PER COMPANY)**

---

REPRESENTATIVE'S NAME (AS PER RULE 6.2.2 ATTACHED)

---

REPRESENTATIVE'S EMAIL

---

REPRESENTATIVE'S POSITION

**OTHER OFFICES IN AUSTRALIA (NOTE AN ADDITIONAL LEVY MAY APPLY FOR SOME STATES)**

---

TRADING NAME

---

BUSINESS ADDRESS

---

CITY

STATE

POSTCODE

---

PO BOX (IF APPLICABLE)

---

CITY

STATE

POSTCODE

---

DX ADDRESS (IF APPLICABLE)

STATE

---

PHONE

FAX

MOBILE

---

OFFICE EMAIL

WEBSITE

---

OFFICE CONTACT PERSON

IF MULTIPLE OFFICES PLEASE COPY THIS PAGE ONLY AND FILL IN THE APPROPRIATE INFORMATION

## NOMINATED REPRESENTATIVE'S DECLARATION

I, the nominated representative of the applicant Business Entity, hereby certify that:

1. To the best of my knowledge the information supplied herein is true and correct and any misrepresentation of facts in this application may result in termination of membership. I hereby agree, if granted membership of the Association of Consulting Surveyors NSW to be bound by their rules and the Code of Ethics attached.
2. Surveying or a related discipline occupies the greater part of the Business Entity's (or in the case of a multi-disciplinary Business Entity, the survey section), working time during normal business hours.
3. The Business Entity possesses a current Professional Indemnity Policy (Copy Required)

---

INSURER

---

POLICY NO:

DUE DATE:

4. For the purpose of determining our annual subscription the gross turnover of this business including the listed branch offices at the end of the last financial year was:  
(Please tick appropriate range)

Less than \$200,000

\$3,000,000 to \$4,000,000

\$200,000 to \$400,000

\$4,000,000 to \$5,000,000

\$400,000 to \$700,000

\$5,000,000 to \$6,000,000

\$700,000 to \$1,000,000

\$6,000,000 to \$7,000,000

\$1,000,000 to \$1,500,000

More than \$7,000,000

\$1,500,000 to \$2,000,000

Branch Office

\$2,000,000 to \$3,000,000

---

SIGNED

DATE

---

NOMINATED REPRESENTATIVE

### Disclosure

#### Consent to disclosure of personal information

The Association of Consulting Surveyors New South Wales Inc. is committed to protecting the privacy of the personal information you provide us.

The Association uses the personal information we collect about you [on this form] in order to process your membership application, and to facilitate the provision of our member services to you, including assisting in the marketing of services provided by our member firms (such as the publication Consent of the names and business contact details of principals in our Member Firms List and database that is available on the Internet).

By completing and returning this application form, you agree to us using and disclosing your information as set out above.

This consent to the use and disclosure of your personal information remains valid unless you alter or revoke it by giving us written notice by writing to:

**The Association's Privacy Officer**

**PO Box A1155**

**Sydney South NSW 1235**

- MARCH 05

## 6. MEMBERSHIP QUALIFICATIONS

- 6.1 A Business Entity is qualified to be a member if, but only if:-
- 6.1.1 The Business Entity has not ceased to be a member of the Association under the Act; or
  - 6.1.2 the Business Entity:-
    - 6.1.2.1 has applied for membership of the Association as provided for by Rule 7; and
    - 6.1.2.2 has been approved for membership of the Association by the Executive.
- 6.2 MEMBER
- 6.2.1 A Member shall be a Business Entity engaged in the business of surveying or a related discipline.
  - 6.2.2 A Member shall be represented by a Nominee.
  - 6.2.3 A Member shall be required to: -
    - 6.2.3.1 hold appropriate insurance/s as may be prescribed by the Executive from time to time.
    - 6.2.3.2 operate from a satisfactory place of business and ensure that the name under which the practice is conducted shall not, in the opinion of the Executive, be misleading or objectionable.
  - 6.2.4 Members' Nominees shall have the right to attend any General Meeting of the Association, to participate in discussion on any matter brought before the meeting and to vote.
    - 6.2.4.1 A member's Nominee may appoint a replacement from the member firm to attend any General Meeting of the Association.
  - 6.2.5 Members' Nominees shall be eligible for election as office bearers or as members of the Executive.
  - 6.2.6 A Member may use the logo/crest of the Association as approved by the Executive on all stationery and display same at any place of business.

## 7. APPLICATIONS FOR MEMBERSHIP

- 7.1 An application for membership of the Association shall be:-
- 7.1.1 made in writing in such form as may from time to time be prescribed by the Executive; and
  - 7.1.2 lodged with the Executive Officer.
- 7.2 As soon as practicable after receiving an application for membership, the Executive Officer shall refer the application to the Executive which shall determine whether to approve or to reject the application.
- 7.3 Where the Executive determines to approve an application for membership the Executive Officer shall, as soon as practicable after that determination, notify the applicant of that approval and request the applicant to pay, within twenty-eight (28) days after receipt by the applicant of the notification of approval, the appropriate membership fee.
- 7.4 The Executive Officer shall, on payment by the applicant of the appropriate membership fee within the period specified in Rule 7.3,
- 7.4.1 enter the applicant's name in the Register of Members and, upon the name being so entered, the applicant becomes a member.
- 7.5 Where the Executive determines not to approve an application for membership of the Association the Executive Officer shall notify the applicant in writing of the decision.

## FEES

**2011/2012 Fees Inc GST** (Do not send payment, this is for a guide only)

Less than \$200,000	\$ 550.00	\$3,000,000 to \$4,000,000	\$4,708.00
\$200,000 to \$400,000	\$ 880.00	\$4,000,000 to \$5,000,000	\$5,302.00
\$400,000 to \$700,000	\$1,320.00	\$5,000,000 to \$6,000,000	\$5,885.00
\$700,000 to \$1,000,000	\$2,090.00	\$6,000,000 to \$7,000,000	\$6,479.00
\$1,000,000 to \$1,500,000	\$2,816.00	More than \$7,000,000	\$7,062.00
\$1,500,000 to \$2,000,000	\$3,509.00	Branch Office Fee	\$ 275.00
\$2,000,000 to \$3,000,000	\$4,125.00		

Based on turnover indicated on page 3.

## RETURN ADDRESS

Please return signed application and relevant document to:

**Membership Manager**  
**Association of Consulting Surveyors NSW**  
**PO Box A1155**  
**SYDNEY SOUTH NSW 1235**

## DOCUMENTS REQUIRED

Professional Indemnity Insurance Policy  
Business Registration