



Membership No _____

MEMBERSHIP FORM

Thank you for your kind and generous support to CAIA over the past year. We appreciate your continued support and membership and kindly request that you renew your membership in order for us to continue providing vital services for the Armenian Community.

Շնորհակալ ենք նախկին տարւայ ընթացքին ձեր բարի եւ առատաձեռն օգնութեան համար Հ.Տ.Խ.Կ.-ին: Գնահատելով ձեր շարունակաբար օգնութիւնը եւ անդամակցութիւնը, խնդրում ենք բարի լինել նորոգելու ձեր անդամագրութիւնը, որպէսզի մենք կարողանանք տրամադրել հիմնական ծառայութիւններ Հայկական գաղութին:

ANNUAL MEMBERSHIP FEE / DONATION

Members £15 Membership for couples £20

Please make any necessary corrections to name & address:

Postcode: _____ Tel: _____
Email: _____
Mobile: _____

To the Manager (Bank/Building Society name and address)
_____ Post Code _____
Until further notice, please pay the Centre for Armenian Information and Advice £ _____
annually and debit my account as from the following date _____
Name _____ Bank Account No. _____ Branch sort code _____
Name of donor _____ Contact telephone number _____
Signature _____ Date _____
(CAIA bank account 71116037; HSBC branch sort code 40-02-13)

I would like my membership fee and any donations as from this date to be considered as Gift Aid in order to make it worth more to the CAIA Charity. Tick the box if relevant*

*For CAIA to reclaim tax, you must pay an amount of income tax and / or capital gains tax at least equal to the tax that CAIA reclaims on your donation in the tax year. Higher rate tax payers can claim further tax relief in assessment tax returns.

Signature _____ Date _____

Please make cheques payable to CAIA.

To ensure continuity of membership, please renew within 3 months of the membership ending date below.

Անդամագրութեան շարունակման համար, կը խնդրուի նորոգել զայն 3 ամսուայ ընթացքին, ներքոյ յիշուած անդամագրութեան վերջին օրուան թուականէն:

FOR OFFICE USE ONLY

Membership ending date _____

Receipt No: _____

PHOTOCOPY OF THIS FORM IS NOT ACCEPTED

Approved: _____

RULES OF CAIA MEMBERSHIP RENEWAL & RE-APPLICATIONS

- The renewal date of all CAIA membership subscriptions will be last day when the membership ends. Existing members will have 3-month grace period to renew their membership. If payment is received within the 3-month grace period their membership will continue uninterrupted. However, during the 3-month grace period their membership rights will be in abeyance (frozen) until the membership subscription is paid.
- If a member fails to renew their membership within the 3-month grace period any subsequent application will be considered as if they were a new applicant. This will mean that he or she will have forfeited his/her membership rights and will have to wait until the Board of Directors re-approved the re-application for membership. This is in line with section 3.3 of CAIA's Articles of Association. Once re-approved by the Board, Section 20 of CAIA's Articles of Association will apply.
- Any lapsed member seeking to renew their membership must first pay an additional year membership fee owed to the CAIA from the previous year irrespective of the period lapsed, otherwise the Board of Directors will not consider their membership re-application.
- Once reapplication has been made on the official CAIA Membership Form and full payment been received, the CAIA Board of Directors must consider and vote on all reapplications at their first meeting after receiving these both as they would for any other new applicant in accordance to Section 3.5 of CAIA's Articles of Association.
- Once re-approved as a member by the Board of Directors, the membership will re-commence from the date of approval onwards and not the day when the application was made or annual subscription fee paid.
- The CAIA will send a membership renewal to existing members a month before their membership ends. During the 3-month grace period, the CAIA will send a final reminder to the last known address of the member. No further reminders will be send to lapsed members after this.
- No membership re-applications will be considered by the CAIA board of Directors 21 days prior to the AGM or an EGM.
- These Rules will be provided with the official

Membership application Form in Armenian & English languages so that all existing members are made aware of this policy.

This policy will be reviewed once every 12 months and **not before** by the CAIA Board of Directors. Any revised version of this policy must always be provided with the official CAIA Membership Application Form.

(Adopted by the CAIA Board of Directors on 11/1/2006, reviewed and approved on 21/10/2008 and 12/10/2011)

Dear Member

The CAIA Management Committee welcomes and encourages CAIA members to volunteer to join its Board of Trustees/Directors. This is a great opportunity to obtain Board level experience and contribute to the welfare of London's Armenian community. Please let us know if you'd like to receive further information.

Dear Member

If you decide not to renew your membership please let us know why:
