



FOR MKPA USE ONLY			
Membership Number		Card(s) Issued	
Annual Membership fee			
Renewal date			
New Member/Renewal			
Invoice No/payment method.			

Annual Membership Form

(Includes scrapstore, retail shop, equipment hire, training and administration services)

Name of Organisation/Individual	
Type of Organisation i.e. pre-school/nursery	
Name and position of main contact	
Address	
Post Code	
Telephone numbers: Landline	
Mobile	
Email address	

If you would like correspondence or invoices sent to a different address please let us know.

I/we agree to abide by the terms and conditions of membership which are on the reverse of this form. They are also available on our website at www.mkpa.co.uk. If you would like a paper copy we would be happy to post one to you.

Signed	
Name	
Date	

On becoming a member of MKPA you are asked to guarantee to pay a nominal sum of £1.00 (one pound) if the company (MKPA) has to repay a debt and does not have the assets to do so. The liability of each member is limited to this amount. Please indicate with a tick that you are willing to do so.

Payment options: Please make cheques payable to: **Milton Keynes Play Association**. You can also pay by credit/debit card by contacting us on the phone number below. If you would like to pay by standing Order please contact us for a form.

Donation: If you would like to make a donation to MKPA over and above your membership fee please enter the amount here £ _____

Please treat my subscription and all future payments as Gift Aid donations until I notify you otherwise
 Gift Aid applies if you pay income tax or capital gains tax at least equal to the tax deducted from your payment.
 If you cease to pay tax please inform us. If you pay tax at the higher rate you can claim further relief on your Self-assessment form.



Data Protection Act 1998 The data collected in this form will only be used for the purposes of Milton Keynes Play Association and will not be disclosed to any external sources without your express written consent.

Patron Mail	Sage		Database
	Customer details	Members discount	

Please return this form and the full amount payable to the address below.

2 Burners Lane, Kiln Farm, Milton Keynes MK11 3HB
 Tel: 01908 263033
 Registered Charity Number 1047318

Who can join as a member?

Membership of the MKPA is open to all people, groups and organisations supportive of the furtherance of the work of the organisation.

What does it cost?

£10 – child minders, individuals, families – one membership card – payment at the point of purchase only.

£25 – clubs, youth groups, uniformed groups, faith groups, artists, out of school care, residential homes, schools & nurseries under 100 pupils and children's centres – up to 2 membership cards – 30 days credit.

£40 – schools and nurseries with over 100 pupils – up to 4 membership cards – 30 days credit.

Membership is for one year and the renewal date falls on the anniversary of the date the membership was first taken out.

Additional and replacement cards can be issued at a charge of £2 per card.

Credit will only be extended on completion of a successful credit check or references.

Terms and Conditions of membership

1. MKPA reserves the right to refuse membership to any group not meeting the membership criteria.
2. MKPA reserve the right to deny access to any member whose membership has expired or any member with invoices outstanding for a period of 60 days.
3. Membership cards should not be lent to anyone other than then named cardholder or nominated representatives from that organisation
4. Members are not permitted to sell or resell materials or products.
5. Scrapstore items can be taken in return for a donation. MKPA reserves the right to limit the quantity of scrap any member may take.
6. It is the responsibility of all members to take proper care and attention when collecting, handling, distributing and/or supervising use of any materials and products collected, hired or purchased from MKPA.
7. Members are requested to keep all display areas tidy and report any problems to MKPA staff.
8. All members shall fully and properly insure against any damage, loss or injury which may occur to any property, or to any person, by, or arising in connection with, materials, products or equipment supplied, hired or loaned by MKPA and to indemnify and keep indemnified MKPA against all claims, demands, expenses, cost of proceedings or charges whatsoever in respect of any such loss, damage or injury as aforesaid.
9. All members must record all allergic reactions, accidents or incidents associated with the use of materials, products or equipment provided by or purchased from MKPA and forward a copy of their written report to MKPA.
10. MKPA is a work environment so for safety reasons, and in consideration of the staff and other users, we would politely request all visitors to respect it as a working environment. If children are brought into the building the adults responsible for them must closely supervise them at all times.
11. Members are required to abide by the terms and conditions of membership. Failure to do so will result in the termination of membership.
12. If any member is unsatisfied with any of MKPA's services, that complaint will be handled through our complaints procedure, a copy of which can be obtained from MKPA's offices.
13. MKPA reserves the right to alter, or amend these conditions, at any time, by written notice.
14. Member's details are kept on a secure database for MKPA's use only. They will not be passed or sold on to any third party.