**ICA Training and Information Service**

**Annual Subscription Renewal**

**This form is only for Multiple members at one organisation. Please complete all of the form so we can keep our records up to date.**

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| --- | --- | --- | --- | --- | --- | --- |
| **Employer’s details for invoicing** | | | | | | |
| **Your order date:** |  | **Your order No:** | | |  | |
| **Contact Name:** |  | | | **Phone No:** | |  |
| **Contact email:** |  | | | | | |
| **Organisation Name and Address for invoice:** |  | | | | | |
| **Total number of Members to be invoiced:** | | |  | | | |
| **Please list all members and email addresses on the next page. If there have been staff changes, you may substitute another person and provide the details on the second table.** | | | | | | |

**Please return the completed form to:**

**Post:** ICA Membership, Corsletts Farm, Church Road, Horsham West Sussex, RH12 3LD

**Email:** [membership@icanet.org.uk](mailto:membership@icanet.org.uk)

**1.** The membership year runs from 1 January to 31 December.

**2.** Members who joined after 1 November, do not have to pay a renewal fee the following January.

**3.** Annual membership fees are: £25 each for the first 5 members, £20 for each additional member.

**4**. Payment: Sort code: 08-92-99

Account number: 65208449

Account Name: Institute of Consumer Affairs.

Reference: (Your name and invoice number)

**For membership enquiries, contact:** Jacqui King, ICA Membership Secretary

Email: [membership@icanet.org.uk](mailto:membership@icanet.org.uk)

Phone: 01403 754718 or Mob: 07740 433 999

**For finance enquiries, contact:** Gina Green, ICA Treasurer

Email: [finance@icanet.org.uk](mailto:finance@icanet.org.uk)

Phone: 07779 091902

**Institute of Consumer Affairs**

[**www.icanet.org.uk**](http://www.icanet.org.uk)

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| **List of all current Members** | | |
| **Member’s full name** | **Email** | **Substitution**  **Yes/no** |
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| **Substitutions Details** | | |
| **New Member’s name** | **Email** | **Previous member’s name** |
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