



Membership Application Form 2017/18

INSTALLER / CONTRACTOR

Please complete and return this form together with the required supporting documentation and remittance to ensure your application can be processed to NIA, The Incuba, 1 Brewers Hill Road, Dunstable LU6 1AA.

Any member wishing to apply in more than one category of membership must complete multiple applications and payments.

1. GENERAL INFORMATION

Company Name: _____
Address: _____

Postcode: _____ Main Contact Number: _____
Website: _____
E-mail address for customers to contact: _____

2. KEY CONTACT DETAILS

Name: _____
Position: _____ Direct Dial No: _____
E-mail: _____

3. ACTIVITIES UNDERTAKEN *(Please tick as appropriate)*

Cavity Wall Insulation	<input type="checkbox"/>	Loft Insulation	<input type="checkbox"/>	Draught Proofing	<input type="checkbox"/>
External Wall Insulation	<input type="checkbox"/>	Internal Wall Insulation	<input type="checkbox"/>	Roof Insulation	<input type="checkbox"/>
Floor Insulation	<input type="checkbox"/>	Acoustic/Sound Insulation	<input type="checkbox"/>	Room In Roof Insulation	<input type="checkbox"/>
Spray Foam Insulation	<input type="checkbox"/>	Cavity Wall Insulation Removal	<input type="checkbox"/>		

Other (please state): _____

4. AREAS COVERED

Please tick the areas that your Company covers:

Scotland Northern Ireland Wales South England (incorporating the Midlands) North England

5. INSULATION MEASURES

Should you require any additional depots included on our website, please provide details on a separate sheet.

Should you also require NIA information to be sent to alternative depots, other than those named under the **Communications** section, please provide details on a separate sheet.

Cavity Wall Insulation: Glass Wool Rock Wool e.p.s beads Foam

Loft Insulation: Quilted Blown

Floor Insulation:

Roof Insulation:

Sound/Acoustic Insulation:

Room in Roof insulation:

Other (Please specify) _____

Draught Proofing:

Product/System Details: _____

Solid Wall Insulation: Internal External

Product/Systems Details: _____

Category of work undertaken: Small (up to 5) Medium (5 - 40) Large (over 40) High Rise (Over 5 storeys)

6. CERTIFICATIONS / GUARANTEES

Standards complied with:

- Registered with a Manufacturer/System Designer for products/systems installed.
- PAS2030 Certification if operating in markets that require it.
- Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it.

PAS2030 Accreditation Number:

Guarantee Providers:

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Insurance Information: **Employer's liability** **Public liability** **Professional indemnity**

1. Name of insurer

2. Policy number

3. Limit of indemnity* £ £ £

4. Period of insurance

5. Renewal Date

◆ The minimum limit of indemnity required for public / products' liability insurance is £3m any one incident or series of incidents.

7. COMMUNICATION

The NIA's main method of communication to its members is through its electronic communication tool. To ensure these reach the right person, please let us know who you would like to receive this information.

	Contact name	E-mail address	Direct Dial Telephone No.
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

8. We confirm that the information provided herewith is accurate to the best of our knowledge.

We undertake that, we will abide by the Association's Articles, Code of Professional Practice and Conditions of Membership. The NIA retain the right to reject any application.

Signed: _____

Position: _____ Date: _____

Please return with supporting documentation to
National Insulation Association Ltd,
The Incuba, 1 Brewers Hill Road, Dunstable LU6 1AA

Please see check list overleaf

APPLICATION CHECKLIST

Before sending your application, please ensure you have enclosed all the appropriate documentation.

Please provide copies of:

- ◆ Completed Application Form
- ◆ Additional Depot Information (if applicable)
- ◆ Public & Employers Liability Insurance Cover
- ◆ Customer Care Policy
- ◆ Certification of Incorporation
- ◆ Copy of recent Statutory Accounts showing Turnover
- ◆ Cheque or confirmation of BACS Payment (inclusive of reference number)

CWI Installers should also provide evidence of:

- ◆ Registered with a Manufacturer/System Designer for products/systems installed
- ◆ PAS2030 Certification if operating in markets that require it
- ◆ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it

EWI & IWI Installers should also provide evidence of:

- ◆ Manufacturer / System Designer Members Reference letter for each Product / System Installed
and Type / Category of work undertaken
- ◆ Training Procedure
- ◆ Health & Safety Policy
- ◆ **Large Installer Category only** - Professional Indemnity insurance of £1m
- ◆ Registered with a Manufacturer / System Designer for products/systems installed
- ◆ PAS2030 Certification if operating in markets that require it
- ◆ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it

Loft / Roof only:

- ◆ Reference Letter from NIA Manufacturer Member
- ◆ Registered with a Manufacturer / System Designer for products/systems installed
- ◆ PAS2030 Certification if operating in markets that require it
- ◆ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it

Foam Installers should also provide evidence of:

- ◆ Registered with a Manufacturer / System Designer for products/systems installed
- ◆ PAS2030 Certification if operating in markets that require it
- ◆ Registered with an Ofgem ECO Appropriate Guarantee Provider if operating in markets that require it