



Membership Application Form 2019/20

INSTALLER / CONTRACTOR

Please complete and return this form together with your remittance to ensure your application can be processed to

NIA Ltd, The Counting House, 3 Mary Ann St, St Paul's Square, Birmingham B3 1BG or by email to info@nia-uk.org.

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 Loft Insulation Draught Proofing

External Wall Insulation Internal Wall Insulation Roof Insulation

Floor Insulation Acoustic/Sound Insulation Room In Roof Insulation

Spray Foam Insulation Cavity Wall Insulation Removal

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 Payment to National Insulation Association Ltd,

The Counting House, 3 Mary Ann St, St Paul's Square, Birmingham B3 1BG

Or email info@nia-uk.org

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