

MEMBERSHIP APPLICATION FORM

I would like to apply for:

- General Membership
 Affiliate Membership
 Student Membership
 Supporter Membership
 International Membership

- I would like to Join an Existing Team Membership (please contact FMA Australia to confirm Team details and pricing)
 I would like to Create a New Team Membership (five or more members are required; please contact FMA Australia to confirm Team details and pricing)

Member Details (please print in block letters)

Title	First Name	Surname	
Organisation	Position		
Business Address			
City/Suburb	State	Postcode	
Telephone	Mobile	Fax	
Email			
Personal Address			
City/Suburb	State	Postcode	
Telephone	Mobile	Fax	
Email			

Preferred Address:

- Postal Address / Billing Address
 Business
 Personal
 Email Address
 Business
 Personal

- I would like my business details (phone, email and website) to be available to other Members in the Membership Directory

How did you find out about FMA Australia?

- FMA Website
 FMA Magazine
 FMA Email
 FMA Event
 ideaaction
 Word of Mouth

Member Profile

To be completed by all members (please tick appropriate box(es) for each question)

Date of Birth:

(for statistical purposes only)

Company Size: (number of employees)

- 1 to 5
 301 to 400
 6 to 10
 401 to 500
 11 to 20
 501 to 1,000
 21 to 50
 1,000 Plus
 51 to 100
 101 to 200
 201 to 300

Industry:

- Academia / Education
 Corporate (>200 Employees or >\$50 million)
 Government / Business Enterprise
 Government Local
 Government Commonwealth / National
 Not for Profit
 Government State / Territory
 Small / Medium Enterprise (<200 Employees or <\$50 million)

Employment Responsibility:

- Academic / Trainer
 Administrator
 Apprentice
 Chief Executive / Managing Director
 Partner / Director
 General Manager
 Manager
 Self Employed / Owner of Business
 Consultant
 Employee
 Senior Manager
 Team Leader / Supervisor

Education:
(please select highest level)

- Associate Degree/
Advanced Diploma

Memberships:

- Air-Conditioning and
Mechanical Contractors
Association (AMCA)
- Association of Consulting
Engineers (ACE)
- Australian Institute of Building
(AIB)
- Australian Institute of Company
Directors (AICD)
- Australian Institute
of Management (AIM)
- Australian Institute of Quantity
Surveyors (AIQS)

- Bachelor Degree
- Certificate / Diploma
- Doctoral Degree

- Australasian Institute of Refrigeration,
Air Conditioning and Heating (AIRAH)
- Engineers Australia (EA)
- Institute of Hospital Engineering
Australia (IHEA)
- Master Builders Association
of Australia (MBA)
- National Electrical and
Communications Association (NECA)
- Planning Institute of Australia (PIA)
- Property Council of Australia (PCA)
- Royal Australian Institute
of Architects (RAIA)

- Graduate Certificate / Diploma
- Master's Degree
- Secondary School

- CPA Australia / Industry of Chartered
Accountants in Australia
- Tertiary Education Facility
Management Association (TEFMA)
- Victorian Employers' Chamber
of Commerce and Industry (VECCI)

Other International Memberships:

- British Institute of Facilities
Management (BIFM)
- International Facility Management
Association (IFMA)

To be completed by General, Affiliate and International Members

Industry Sector (please select one only):

- Accommodation
- Accounting
- Administration
- Advertising / Media / Entertainment
- Agriculture and Forestry
- Association / Membership
Organisation
- Building and Construction
- Call Centre / Customer Service
- Consulting and Corporate Strategy
- Data and Records Management
- Defence
- Education and Training
- Electricity, Gas and Water Supply
- Finance and Insurance
- FM Service Providers
- Health / Aged Care / Medical
- Hospitality and Tourism
- HR / Recruitment
- Information Management / Technology
- Legal Services
- Manufacturing
- Mining
- Real Estate / Property
- Retail and Consumer Products
- Sales / Marketing
- Science and Technology
- Security
- Sport and Recreation
- Storage
- Telecommunications
- Trades Services
- Transport and Logistics

Space Managed:

- Single Site
- Multiple Sites – Metropolitan
- Multiple Sites – Regional
- Multiple Sites – Statewide
- Multiple Sites – National
- Multiple Sites – Global

Professional Interests / Responsibilities:

- Archive / Document Storage
- Asset Register Management
- Building and Construction
- Building Design
- Building Operations
and Maintenance
- Catering / Vending
- Change Management
- Churn Management
- Cleaning
- Contract Management
- Education and Training
- Emergency Response
Planning
- Facility Renovation / Refurbishment
- Fleet Management
- Furniture and Fittings
- Heritage Building Renovation
and Maintenance
- Indoor Ecology
- Industrial / Employee Relations
- Land Use Planning
- Landscape Maintenance
- Mail / Couriers
- Occupational Health and Safety
- Property Procurement,
Leasing and Disposal
- Purchasing / Stock Control
- Quality Assurance
and Continuous Improvement
- Regulatory / Legislation Compliance
- Reprographics / Printing
- Research
- Security
- Strategic Planning
- Sustainability
- Telecommunications
and IT Infrastructure
- Utilities Management
- Waste Management

To be completed by Supporter Members

Major area of business:

- Audiovisual Products
- Building Maintenance
- Interior Fitout / Products
- IT Design / Products
- IT / Technical Services
- Legal Services
- Other (please specify) _____

- Mail / Courier Services
- Management Services
- Marketing / Sales
- Office Supplies
- Pest Control
- Property Services
- Recruitment

- Relocations
- Security
- Storage Solutions
- Telecommunications
- Transport and Logistics
- Water Supply Services

To be completed by Student Members

Institution: _____

Field of Study:

- Architecture
- Building / Construction Management
- Engineering
- Facility Management
- Property Services / Management
- Quantity Surveying
- Other (please specify) _____

Level of Study:

- Associate Degree / Advanced Diploma
- Bachelor Degree
- Certificate / Diploma
- Doctoral Degree
- Graduate Certificate / Diploma
- Master's Degree

Membership Categories

General Membership

General Membership is available to individuals who demonstrate, to the satisfaction of the FMA Australia board, the practice of facility management in at least one of the following areas:

- o **Facility Investment:** development of corporate facilities; policies; long range facility planning analysis; facility procurement and disposal; facility investment planning.
- o **Facility Creation:** facility planning and design; facility construction and renovation; coordination of facility changes and relocation; project management.
- o **Facility Operations:** building operations; maintenance and engineering; coordination of facility changes and relocation; furnishings and equipment inventory management; tenancy management.
- o **Facility Administration:** coordination with organisational resources including business operations, human resources and information technology; financial administration, sales and marketing; training; risk management.
- o **Providing Consultancy Services:** in the area of facility management and demonstrates a sound knowledge of the theory of facility management including experience in the field.
- o **Teaching or Advanced Research:** in the area of facility management.

Supporter Membership

Supporter Membership is available to individuals from organisations that support the facility management field through the provision of products and services. A Supporter membership will belong to the organisation, however the benefits of membership will apply to the nominated individual only and cannot extend to anyone else within the organisation.

Affiliate Membership

Affiliate membership is available to individuals who have just begun (within the past six months) or are looking to begin work in the area of facilities management (or a related discipline). The applicant must be able to produce either a degree or diploma in facilities management or an original testimonial stating that they have just begun (within the past six months) or are looking to begin work in the area of facilities management. After a maximum two years as an Affiliate Member, members must change to a General Membership.

Student Membership

Student Membership is available to individuals who are enrolled as full-time students of facility management or a related discipline at an institution recognised by the FMA Australia Board. Proof of enrolment is required and must be included with this application.

International Membership

International Membership is available to individuals working within facility management (or a related discipline) who are not residing within Australia.

Team Membership

Five or more members from the same organisation can form a Team Membership. A Team Membership can consist of any combination of General, Supporter and/or Affiliate Members; all the normal benefits and conditions of membership still apply to each member.

Membership Price Structure and Payment Details

Facility Management Association of Australia Ltd memberships are renewed annually. A \$50.00* joining fee applies for new members; this fee is incorporated into the first year price.

Category	First Year Price* (per person)	Annual Renewal Price* (per person)
General	\$510	\$460
Supporter	\$665	\$615
International	\$280	\$230
Affiliate	\$405	\$355
Student	\$120	\$70

Team Membership First Year Prices (per member)

Team	Discount	General Member Price*	Supporter Member Price*	Affiliate Member Price*
5-10	5%	\$485	\$632	\$385
11-20	10%	\$459	\$599	\$365
21-30	15%	\$434	\$565	\$344
31+	20%	\$408	\$532	\$324

Team Membership Annual Renewal Prices (per member)

Team	Discount	General Member Price*	Supporter Member Price*	Affiliate Member Price*
5-10	5%	\$437	\$584	\$337
11-20	10%	\$414	\$554	\$320
21-30	15%	\$391	\$523	\$302
31+	20%	\$368	\$492	\$284

*Please note that all prices are in Australian Dollars and include GST

Privacy Statement: The Facility Management Association of Australia Ltd (FMA Australia Ltd) will use the information provided above only for the purposes of recording and managing your FMA Australia Ltd membership; providing you with information and access to future FMA Australia Ltd products and events and FMA Australia Ltd endorsed products and events; or conducting research in order to assess the future needs of FMA Australia Ltd members. FMA Australia Ltd may provide your information to external service providers such as mail houses and printers solely for processing purposes, but FMA Australia Ltd will not provide your information to any external marketing groups.

Declaration: I attest to the truth and accuracy of the above information and I understand that membership with the Facility Management Association of Australia Ltd (FMA Australia Ltd) belongs to the person or organisation approved by the association. I agree to abide by the rules of membership as defined by the FMA Australia Ltd constitution and to follow the FMA Australia Ltd Code of Ethics in all my professional practices. I consent to FMA Australia Ltd storing the information provided above and using this information as defined by the Privacy Statement and understand that I will not be entitled to a refund, in full or in part, of membership fees paid should I resign my membership prior to the expiration of the membership period.

Signed _____ Date _____

Method of Payment

Please charge my credit card: Amex Diners MasterCard Visa

Amount: \$ _____

Cardholder's Name _____

Card Number _____

Expiry Date _____

Signature _____

Date _____

I enclose a cheque made payable to FMA Australia Ltd for: \$ _____

I will pay to FMA Australia Ltd by EFT the amount of: \$ _____

FMA Australia Ltd payment details are BSB: 063-000 and Account Number: 1052 9527

Please complete this form and return with payment to:



Facility Management Association of Australia Ltd

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