



# Membership Application Form

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**By completing and submitting this form you are applying to become a member of the National Association of Property Buyers (NAPB). Your membership will not be activated until approved and your membership fees have been received.**

## **Qualifying criteria**

Membership of the NAPB is only available to companies that meet the following criteria.

1. Companies that purchase properties direct from homeowners
2. Companies that are members of The Property Ombudsman Scheme for Residential Property Buying Companies
3. Companies who agree to abide by TPOS Code of Practice to ensure the highest professional standards.

## **Communication preferences**

As part of your membership you will receive compulsory communications such as those relating to the administration of your membership, renewal notices, regulation and conduct, practice and guidance notes, AGM information and other required information.

NAPB would like to use the contact details you are providing to us in relation to the communications described below (including by email/telephone, where appropriate). We will only use the information we collect about you in a lawful manner and strictly in accordance with the Data Protection Act 1998.

## **Terms**

1. NAPB is a non-profit organisation run for the benefit of members to promote good standards in the Property Buying Sector
2. Rights of admission, renewal and continued membership are reserved and may be withdrawn at anytime
3. Whilst any decision can be appealed, ultimately the decision of the board is final
4. If accepted, fees of £220.00 (2017-2018) will be due for your membership to be valid.

## Company details

Company name			
Company type	Ltd/LLP/Sole Trader	Company No	
Registered address			

## Contact details

Name			
Telephone		Email	
Job Title			
Address			

## Trading Activities

Purchase of property from homeowners	Yes/No
Purchase of property from businesses	Yes/No
Property sourcing for investors	Yes/No
Estate Agency	Yes/No
Other (please specify)	
What name(s) do you record at the Land Registry which you buy a property?	

## Trading Styles

A Principal, Partner or Director joining NAPB will be able to register up to five trading styles. Additional trading styles will incorporate a charge of £25.00 each.

Trading name 1	
Trading address	
Website	
Principle trading activity	

Trading name 2	
Trading address	
Website	
Principle trading activity	

Trading name 3	
Trading address	
Website	
Principle trading activity	

Trading name 4	
Trading address	
Website	
Principle trading activity	

Trading name 5	
Trading address	
Website	
Principle trading activity	

## Membership obligations

- To inform NAPB of all change of contact details
- Principals, Partners and Directors who handle/hold client money must have Client Money Protection (CMP)
- All Principals, Partners and Directors must ensure all branches are members of The Property Ombudsman redress scheme
- Continuing Professional Development must be undertaken when requested by NAPB
- You agree to abide by NAPB guidelines and the NAPB Code of Conduct
- You have an intention to purchase residential property on a regular, commercial basis
- To advise NAPB if you have an existing criminal record or receive one during your membership
- To inform all staff of your membership and to ensure their compliance with the code of practice.

## Membership obligations

**I am a Principal (Sole Trader), Director or Full Partner in the above named company and I am authorised to apply for NAPB membership. My company meets the minimum qualifying criteria and I agree to ensure that membership obligations are observed in our trading activities.**

**Signed by**

**Date**

## Checklist:

- Have you completed and signed this form?
- Please enclose a copy of a TR1 Form of a recent purchase (within last 6 months)
- Please enclose a cheque for £220.00 made payable to National Association of Property Buyers
- Note that you will not be liable for Membership fees until your application has been accepted

If you have any queries please contact Jonathan Rolande on 01903 331329 or [info@napb.co.uk](mailto:info@napb.co.uk)