

## ABTOT Associate Membership scheme

ABTOT Associates are specifically chosen for their expertise in Travel Law and Travel Finance as well as for offering customer service products and services that we believe travel companies need in order to run successful travel companies.

The ABTOT Associate scheme has been set up to provide chosen companies supplying legal, finance and consultancy services to ABTOT Members with the following benefits:

### ABTOT Associate Membership Benefits

- Marketing: company promotion on ABTOT emails, ABTOT.com. Webinars, blogs, newsletters and Twitter.
- Insight: receive the latest industry knowledge and expertise from ABTOT and our sister company Travel & General Insurance Services Limited.

### Criteria

An ABTOT Associate's primary business will be the provision of services or information sold or required by ABTOT Members. An Associate will not be eligible if the business qualifies for ABTOT Membership or does not demonstrate relevant professional services to ABTOT's Directors.

### Terms and conditions

#### Conduct

Associates must not bring the Association into disrepute or take action that would denigrate ABTOT members. Associates must not misrepresent their affiliation with ABTOT.

#### Application processing

The application process may take up to 2 weeks from receipt of your completed application and subscription payment. We will notify you of the membership activation date upon receipt of your application and cleared funds.

We will use the company details you supply to search the files of a credit reference agency, and we will keep a record of that search, throughout your Associate membership.

ABTOT's Directors will have sole discretion in deciding whether to accept an application to be an ABTOT Associate. The decision of the Directors is final, and no further correspondence will be entered into.

#### Data protection

The personal data given to us by each individual named in this application form will be used by ABTOT

Limited to process your ABTOT Associate application and to provide you with the Associate services.

We will hold the information that we have about you for as long as it is necessary for the purposes of your involvement in the ABTOT Associate scheme. You have the right to ask us for access to the data that we hold about you and to rectify it if it is inaccurate or incomplete.

We take your privacy seriously and will only use your personal information as set out above and in accordance with our Privacy Notice, available on <https://www.abtot.com/privacy-policy-cookies/>

#### Termination

ABTOT's Directors will have sole discretion in deciding to terminate the participation of any company in the scheme. On termination for any reason whatsoever, the former ABTOT Associate will not be entitled to recover any part of the subscription paid for the current year.

The former Associate will immediately cease to display the logo in any form whatsoever and shall not make any further reference to ABTOT. Resignations are required in writing.

#### Membership and obligations

Membership runs for 12 months and membership fees will be payable before the beginning of each consecutive year. ABTOT Associate status will cease if the membership fees are not paid by the due date.

We encourage each ABTOT Associate to display the ABTOT Associate logo on the homepage of their website and on their email correspondence.

ABTOT will display the ABTOT Associate's logo on ABTOT.com and our email correspondence.

#### Changes

Any change to these terms and conditions shall be at the discretion of ABTOT's directors and shall be advised to Associates from time to time.

#### Status

There is no formal legal relationship between ABTOT and the Associate other than the rights and obligations set out above. The status is particular to the entity and is not transferable.

#### Payment information

ABTOT Associate Membership fees are £589 per annum. A debit note will be sent to you upon receipt of a completed application form. Membership will not be granted until funds are received.

# ABTOT Associate Application Form



## Your company Information

Company name

Country

Address & Postcode

Company registration number

Year established

Company status – please tick

Limited  PLC  LLP  Partnership  Sole trader

## Accounts details

Contact

Website

Email address

Twitter

Invoice address (if different to company's address above)

LinkedIn

Named contact, email and telephone details for ABTOT, ABTOT members and ABTOT Associates.

Business activities

## Declaration

I declare that I am authorised to sign the form as applicant and do so on behalf of the people listed in the application and confirm that they understand how ABTOT will process their personal data.

Title

Signature

Full Name

Position

Date