

Application for Affiliate Membership of the Landscape Institute

Affiliate membership is the grade for those who have an interest in landscape and the environment and would like to become more involved in the landscape community and benefit from the LI's networks and services. To apply for Affiliate membership, you will normally need to either be working in a related profession, or have degree level qualifications and/or experience in some aspect of the built or natural environment.

Please note that Affiliate is not a practitioner grade of the LI. If you wish to work towards qualifying as a Chartered Member of the Landscape Institute (CMLI - the designation for fully qualified landscape architects in the UK), please [contact us](#) to enquire about next steps

The notes which accompany this form give important information about the application process and the documentation required. Please read these carefully before making your application. You are asked to type or print your application. The details you supply will be used as the basis for your entry in the list of members.

Please complete all fields.

Your details

Last name _____

First name _____

Title (eg Mr Ms Dr) _____

M/F _____

Date of birth _____

Nationality _____

Address _____

Postcode _____

Home Tel No: _____ Daytime Tel No: _____

Mobile Tel No: _____ E-mail address _____

Based on your qualifications and experience at the time you are applying for membership, which of the Landscape Institute's initial specialisms do you feel best describes your expertise or main area of interest (please tick one only)

Design

Management

Science

Your professional status

If you belong to any other relevant professional or membership bodies or learned societies, either in the UK or in another country, or hold any designations or decorations, please give details.

Professional body or society or other institution	Grade, designation or decoration eg MRTPI	Date conferred

Supporting information for this section of your application should be placed behind this page

Your experience

Please provide a brief summary of your career to date, with your **current or most recent appointment first**. You may attach a CV if you wish, provided that **all** information requested is included and clearly presented. Please explain any gaps in your experience, and any overlaps (for example, where you held more than one post or were also studying part time)

Employer	Job title	Dates of employment	Main areas of responsibility

Supporting information for this section of your application should be placed behind this page

Data protection

When completing the form please bear in mind that, should your application be successful, the details you give of your name, contact details and the qualifications and designations on which you rely as the basis of your application will be used as the basis of your entry in the List of Members and will be recorded on the Institute's database. The information you supply on this form will be used for automatic processing of your annual membership and for supplying you with information about the Landscape Institute and the profession.

Additionally, your name will be published on the Members Section (password protected) of the Institute's website unless you mark the box on the application form indicating that you do not wish your details to be published.

- I am content for my details to be published by the LI on the password protected Members Section of the LI website.
- I do not want my details published

Payment method

Please do not enclose any money with your application. The LI's membership year runs from 1 June to 31 May. When your election as a member is confirmed, we will either invoice you for that part of the membership year which is still remaining, or you can choose to spread your payments by signing up to Direct Debit right away (we will write to you confirming your payments and when they will be taken). Direct Debit saves on costs to the LI and means that more of your money goes to support the LI. Please see the LI website for current subscription rates

- Please invoice me
- I wish to pay my subscription by direct debit and have completed the instruction at the end of this form

Gift Aid Your Subscription

Under current Inland Revenue rules you can Gift Aid your membership subscriptions to the Landscape Institute. Gift Aid allows the LI to reclaim the tax on the amount you pay, which increases the value of your subscription to the LI at no extra cost to you; Gift Aid means your fees are worth an extra 28% to the LI ¹

To be eligible to Gift Aid your subscription you need to be a UK taxpayer, paying your own fees, paying as least as much tax as the amount we will be reclaiming on your subscription and not be reclaiming tax relief on your subscriptions against your earnings/profits.

- Yes**, I would like my subscriptions to the Landscape Institute for 2008/9 and all future subscriptions from the date of this declaration to be Gift Aid, until I notify you otherwise. I confirm that a) I pay my own subscription, b) I am a UK tax payer, c) I pay income tax/capital gains tax at least equal to the amount reclaimed on my donations **and** d) I do not claim tax relief on my subscription against my earnings/profits.
- No**, I do not wish my subscription to be Gift Aided or am ineligible to Gift Aid my subscription at the present time.

Declaration

I, the undersigned, declare that the statements made by me on this application are a true account of my education, training and experience. I further declare that if elected I shall be bound by the Charter, By Laws and the Code of Professional Conduct of the Institute.

I understand that the Landscape Institute reserves the right to terminate my membership if I fail to pay my membership subscription at the due date.

I further understand that I may terminate my membership at any time by giving written notice to the Institute; if I choose to resign I will be invoiced for any outstanding membership fees relating to that part of the subscription year during which I remained a member.

Signed: _____

Please print your full name in block capitals _____

Date: _____

¹ 25p for every pound tax relief plus and extra 3p from the Government).

Landscape Institute



Instruction to your Bank or Building Society to pay by Direct Debit

I would like to pay by Direct Debit

Name(s) of Account Holder(s)

Originators identification number **857358**

Bank/Building Society account number

--	--	--	--	--	--	--	--

Branch Sort Code

--	--	--	--	--	--

Name and full postal address of your Bank or Building Society

To The Manager

Name
Address
Postcode

FOR THE LANDSCAPE INSTITUTE

This is not part of the instruction to your Bank or Building Society

Please tick as appropriate

- I wish to pay in 1 Direct Debit Instalment
- I wish to pay in 4 Direct Debit instalments
- I wish to pay in 12 Direct Debit Instalments

Applicant name

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Reference number (to be completed by the LI)

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Instruction to your bank or Building Society. Please pay The Landscape Institute Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with The Landscape Institute and, if so, details will be passed electronically to my Bank/Building Society.

Signature _____

Date _____

This guarantee should be detached and retained by the Payer

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change The Landscape Institute will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by The Landscape Institute or your Bank or Building Socy, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

Please read these notes carefully before you submit your application

Affiliate membership

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About your application

- The LI aims to ensure that all applications are taken forward without delay.
- To assist us in progressing your application as quickly as possible, please check that your application form is complete and that copies of all relevant certificates (with translations if not in English) are enclosed. Incomplete applications cannot be accepted.
- In some cases we may need to request further information from you to gain a more complete understanding of your qualifications and experience. Where this is the case, you will be advised of this in writing.
- Where your application is successful, your name will be forwarded to LI's Council for election. We will then write to you confirming your election.

Paying for your membership

- **Please do not send any money with your application.** The LI's membership year runs from 1 June to 31 May. When your election as a member is confirmed, and depending on your wishes as indicated in your application form, we will either invoice you for that part of the membership year which is still remaining, or you can choose to spread your payments by signing up to direct debit right away (we will write to you confirming your payments and when they will be taken). Direct debit saves on costs to the LI and means that more of your money goes to support the LI.
- Please see the LI website www.landscapeinstitute.org for current subscription rates

Landscape and Vista

Subscription to Landscape and Vista magazines is included in the membership fee. If you already subscribe to these magazines, please advise us of this at the time of application.

Enquiries

For further information about joining the LI please contact the Membership Team at:

The Landscape Institute
33 Great Portland Street London W1W 8QG
Telephone 020 7299 4507 or 4504
membership@landscapeinstitute.org
www.landscapeinstitute.org

Monitoring form

The LI is committed to ensuring that the profession is accessible to all sections of the community. We monitor the profile of our membership to ensure that the Institute is compliant with equality and diversity legislation and that we carry out our work in accordance with best practice.

Please help us in this work by completing the section below. Your details will be stored on the LI's secure database and will remain confidential.

Please note that the Institute may, from time to time, publish reports on the overall profile of the membership. These will present data in aggregated form, and will not be made available in any format which would enable you to be individually identified.

How would you describe your ethnic origin?

White:

- British
- Irish
- Other _____

Mixed:

- White and Black Caribbean
- White and Black African
- White and Asian
- Other _____

Black:

- Black British
- Black Caribbean
- Black African
- Other _____

Asian:

- Asian British
- Asian: Indian
- Asian: Indian
- Asian: Bangladeshi
- Asian: Other _____
- Chinese
- Other Asian ethnic group

Other

Prefer not to say

Would you describe yourself as having a disability?

Yes

No