



# MEMBERSHIP APPLICATION FORM

Please complete all relevant sections of this form and return it to: Post: BCO, 78-79 Leadenhall Street, London EC3A 3DH  
Email: [membership@bco.org.uk](mailto:membership@bco.org.uk)

For further information about membership visit [www.bco.org.uk/membership/joinus](http://www.bco.org.uk/membership/joinus) or call 020 7283 0125. Once your application is approved, you will receive an email and an invoice for your membership subscription.

## CONTACT DETAILS

Title: \_\_\_\_\_ Full Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Job title: \_\_\_\_\_ Website: \_\_\_\_\_

**If your invoice requires an alternative address or email address please enter it here:**

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Postcode: \_\_\_\_\_  
*Should be a generic email address, e.g. accounts@bco.org.uk*

Purchase Order Form (if applicable): \_\_\_\_\_

**The BCO segments membership into different categories to ensure it reflects the varied interests of the office sector. Please indicate which activity best describes your ORGANISATION.**

- |                                  |             |                                  |
|----------------------------------|-------------|----------------------------------|
| Facilities Management            | Agency      | Public Sector                    |
| Architecture & Interior Design   | Legal       | Quantity Surveyor & Cost Control |
| Construction & Office Fitting    | Occupier    | Property Management              |
| Ownership / Investment           | Development | Town Planning                    |
| Education / Charity              | Valuation   | Project Management               |
| Engineering & Technical Services | Research    | Other Business Services*         |

**\*If you ticked 'Other Business Services', please give details of your organisation's principal activity:**

\_\_\_\_\_

**What is your reason for joining? (max.10 words)**

\_\_\_\_\_

\_\_\_\_\_

## MEMBERSHIP CATEGORIES & SUBSCRIPTION RATES

\*The first representative from an organisation should be a 'Principal' Member. Additional members joining from the same organisation are classified as 'Individual' or 'NextGen' members.

Please select a category by ticking the appropriate box.

- £1065 PRINCIPAL MEMBERSHIP (*London & the South East*)\*
- £245 INDIVIDUAL MEMBERSHIP (*London & the South East*)
- £895 PRINCIPAL MEMBERSHIP (*Regional*)\*
- £215 INDIVIDUAL MEMBERSHIP
- £575 PRINCIPAL MEMBERSHIP (*SME - 20 Employees or fewer*)\*
- £215 INDIVIDUAL MEMBERSHIP (*SME - 20 Employees or fewer*)
- £140 NEXTGEN MEMBERSHIP (*35 years of age or under*) **Date of birth:** \_\_\_\_\_
- £245 SOLE PRACTITIONER MEMBERSHIP
- £160 CENTRAL / LOCAL GOVERNMENT MEMBERSHIP
- £160 EDUCATION / CHARITY MEMBERSHIP
- £160 OCCUPIER MEMBERSHIP
- £245 INTERNATIONAL MEMBERSHIP

The membership subscription year runs **from 1 April to 31 March each year** and a half price membership subscription is available from 1 October. Subscription rates are subject to VAT.

Please **DO NOT** send any fees with this form – we will invoice you in due course.

## SPONSOR

Your application must be supported by a current member of the BCO either from your own, or a different organisation. Please provide the following details:

Sponsor Full Name: \_\_\_\_\_

Sponsor Company Name: \_\_\_\_\_

Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## DECLARATION

I understand that the BCO may, at its discretion, refuse my application for membership.

If my application is successful, I agree to pay all appropriate fees and to abide by such by-laws and regulations as the BCO may from time to time determine.

I understand that by joining the BCO, my details will be added to the members' directory and I will receive email and postal communications from the BCO with regards to BCO Research and Events. I understand that I can unsubscribe or change my marketing preferences at any time.

Full Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_