DETAIL ABOUT YOUR BUSINESS

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| Name of registered company | Click or tap here to enter text. | |
| Trading name if different | Click or tap here to enter text.R | |
| Type of business (e.g. architect) | Click or tap here to enter text. | |
| Physical Address | Click or tap here to enter text. | |
| Postal Address – Include Postcode | Click or tap here to enter text. | |
| Phone / Mobile / Fax numbers | Click or tap here to enter text. | |
| Principal contact name and email address | Click or tap here to enter text. | |
| Additional people to receive information: Names and email addresses | Click or tap here to enter text. | |
| Sole trader? | Yes - three or fewer staff  No - more than three staff | |
| Website URL | Click or tap here to enter text. | |
| Website email address | Click or tap here to enter text. | |
| Names of Company Directors | Click or tap here to enter text. | |
| Please give a brief overview of what you wish to get out of your membership, so we can help you achieve this | Click or tap here to enter text. | |
| **GENERAL INFORMATION** | | |
| Subscription fee | $600.00 + GST for full year commencing 1 April 2023 to 31 March 2024, sole traders (three or less FTE) is $350 + GST annually.  ***Subscriptions are automatically renewed on 1 April annually unless terminated in writing (see page 2).*** When joining during the subscription year your membership will be pro-rated accordingly. | |
| RVA Website | Your business will be advertised in the Members’ Only area of our website. Please provide us with a brief bio of your business services (maximum 80 words) and email this to us, together with your high-resolution logo in Jpg format to ensure your business is listed. | |
| Advertising in the RVA’s fortnightly newsletter | Discounted member rates $180.00 plus GST for a banner advertisement in our electronic newsletter. Circulation is to just over 1600 village operators, associates, and staff. | |
| *Please provide full name and email for those in your organization you wish to receive our fortnightly newsletter:* | | |
| Click or tap here to enter text. | | Click or tap here to enter text. |

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**Authorised Signature ­­­­­­­­­­­­­­ Position of Signatory** Click or tap here to enter text.

**Name of Signatory** Click or tap here to enter text. **Date** Click or tap to enter a date.

***We will acknowledge the receipt of your application within three business days. Please allow 14 days for membership approval by the RVA’s Executive Committee. Once your application has been approved, we will invoice you for your membership subscription. Our subscription payment terms are by the 20th month following invoice date and we appreciate prompt payment.***

**Upon completion, please email to** [memberadmin@retirementvillages.org.nz](mailto:memberadmin@retirementvillages.org.nz) **or print and post this application form to the RVA at the address provided. Your membership benefits will not commence until your membership subscription has been paid in full.**

**BECOMING AN ASSOCIATE MEMBER**

The Retirement Villages Association (RVA) represents the interests of owners, developers and managers of retirement villages throughout New Zealand. Our members operate more than 36,000 dwelling units housing some 47,000 residents (villas and apartments) which we estimate to be 96% of the total retirement village dwellings available in New Zealand. The retirement village industry is also one of the country’s most rapidly-growing sectors.

Associate members are organisations who provide goods and services to our members or their residents or are individuals with a particular interest in the retirement village industry. Associate members pay an annual subscription which is set in April each year. This is *pro rata* for the balance of the year if people join part-way through. All associate members must be endorsed by the Association’s Executive Committee before being confirmed.

We value the relationship we have with our associate members as they provide important commercial and collegial support to the sector. The RVA is committed to keeping associate members up-to-date with changes in the retirement village sector.

We appreciate feedback about all of the membership services and benefits we offer.

Our associate member benefits include:

* A discounted trade stand at the RVA’s annual conference. Conference is held in mid-June each year. While it is usually in New Zealand, it occasionally is held overseas. Our conferences attract around 300 delegates and partners.
* A listing in the RVA’s web site supplier directory. This listing includes your logo, up to 80 words to describe the services you offer, a link to your website, and full contact details.
* Sponsorship opportunities at our annual Conference or at the RVA’s regional forums held around the country, or other seminars and networking opportunities. These events allow associate members to glean valuable industry information which assists them market their services.
* Educational seminars held by the RVA from time to time on different topics.
* Lobbying the Government to get outcomes favourable to our members from Government policy.
* Regular fortnightly email newsletter from the RVA’s national office where advertising is available at a subsidised members rate of $180.00 + GST for a banner email and a link to your website or a document. The newsletter email advertising banners that appear between articles are 600x75 pixels, at 72dpi (screen resolution).
* Monitoring international trends in the industry and providing members and associates with feedback.

If you wish to Cancel your Membership

You may resign from the Association by giving notice in writing at any time, however, you will REMAIN LIABLE for all outstanding invoices, including the subscription portion outstanding covering the unpaid period of any subscription year.

SHOULD CLEARANCE OF LIABILITIES NOT OCCUR - all costs of collection incurred in the recovery of overdue accounts, including but not limited to debt recovery charges and legal fees, will be added to the balance of your account. Recovery collection costs may add 43% onto the gross amount outstanding

Please feel free to contact us if you would like any further information and we look forward to hearing from you in the future.

Phone: 04 499 7090 or email: [memberadmin@retirementvillages.org.nz](mailto:memberadmin@retirementvillages.org.nz)

John Collyns Amanda Boyd Ethan Rodgers Karen Ramsbottom  
Executive Director Chief Membership Manager Membership Engagement Accounts

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