



MEMBERSHIP APPLICATION FORM

SECTION A: MEMBERSHIP CATEGORY *(√ Please tick the appropriate box)*

	<input type="checkbox"/> ORDINARY MEMBER	<input type="checkbox"/> ASSOCIATE MEMBER	<input type="checkbox"/> INDIVIDUAL MEMBER	<input type="checkbox"/> AFFILIATE MEMBER	<input type="checkbox"/> CORPORATE MEMBER	<input type="checkbox"/> HONORARY MEMBER
WHO IS ELIGIBLE?	- Public & in-house Registered Training Providers (RTPs) - Accredited Learning Service Providers (LSPs) - Certified Training-Consulting Providers	- Non-accredited Learning Service Providers (LSPs) - Non-certified Training-Consulting Providers - Organisations that have an interest or its business support the professional training and consulting service industry	- Individuals who are over the age of 21 and are directly or indirectly involved in the training and adult educational function	- Members whom belong to Honorary Members of SAPTCO	- Any legally registered entities that are of strategic or economic value to SAPTCO Members - By invitation only	- Distinguished individuals or organisations whom the Management Committee considers has made an exceptional contribution to the development of the training and consultancy industry, or to the development of SAPTCO - By invitation only
VOTING RIGHTS	√	X	X	X	X	X
ANNUAL FEE *	SGD 1,500	SGD 1,000	SGD 500	N.A.	N.A.	N.A.

*There is a one-time non-refundable entrance fee of SGD 500 applicable to Ordinary & Associate Members.

SECTION B: ORGANISATION INFORMATION *(√ Please tick the appropriate boxes & indicate N.A. where not applicable)*

Organisation Name:	
Organisation Address: <i>(If this is not applicable, kindly indicate your mailing address instead)</i>	
Billing Organisation Name & Address: <i>(if different from above)</i>	
Office Phone No.:	
UEN No.:	Date of Incorporation: <i>(dd/mm/yy)</i>
Accreditation Status: <input type="checkbox"/> SSG CIR <input type="checkbox"/> ISO 29990:2010 <input type="checkbox"/> Others:	
Are you a: <input type="checkbox"/> RTP <input type="checkbox"/> Accredited LSP <input type="checkbox"/> Certified Training-Consulting Provider <input type="checkbox"/> Non-accredited LSP <input type="checkbox"/> Non-certified Training-Consulting Provider <input type="checkbox"/> Service Provider <input type="checkbox"/> Adult Educator <input type="checkbox"/> Others: _____	



SECTION C: MEMBER INFORMATION / PROFILE *(Please indicate N.A. where not applicable)*

Email:
Website:
No. of years in the industry:
Specialised in:
Brief Description of Organisation: <i>(not more than 80 words)</i>

SECTION D: CONTACT DETAILS *(Please indicate N.A. where not applicable)*

Name of CEO or equivalent:	
Corporate Representative Name: <i>(For individual member, please indicate your name)</i>	
Designation:	
Contact No.:	Email:
Alternative Contact Person:	
Designation:	
Contact No.:	Email:

SECTION E: OBJECTIVE *(Please tick the appropriate boxes)*

Through the SAPTCO network, I want to achieve the following:	
<input type="checkbox"/> Learn more about the TAE industry	<input type="checkbox"/> Expand business network
<input type="checkbox"/> Increase brand exposure	<input type="checkbox"/> Be part of the support group for the TAE industry
<input type="checkbox"/> Continually upskill & boost capability	<input type="checkbox"/> Others: _____



SECTION F: DECLARATION (Please tick the appropriate boxes & delete where relevant)

We/I* hereby apply for SAPTCO Singapore's membership and agree to be bound by its Memorandum, Articles and Bye-laws. We/I* hereby declare the following:

The organisation/I* ...

- A. ... is/am not the subject of criminal proceedings which are pending in Court or have been at any time convicted of a criminal offence, under any law in any jurisdiction
- B. ... is/am not the subject of a prohibition order or any order made by the SkillsFuture Singapore (SSG) or any other governing agencies
- C. ... is/am not involved with a corporation which has been censured, disciplined, suspended or refused membership or registration by the regulatory authority of any business or profession
- D. ... is/am not involved in any judgment (including the finding of fraud, misrepresentation or dishonesty) given against me/us in any civil proceedings in Singapore or elsewhere, or is a party to any pending proceedings that may lead to such a judgement

We/I* further declare that the above information provided is true and complete. We/I* shall notify SAPTCO in writing if there is any change in particulars as registered with the relevant agencies and in the event that any fact, event or matter arises or occurs after the making of this Declaration which renders any of the declarations herein contained untrue or incorrect.

Signature & Date

Name

*Company Stamp
(if applicable)*

Designation

IMPORTANT NOTES

1. The annual subscription is based on calendar year and the fee payable in the year which the member first joins will be pro-rated on a quarterly basis, except for individual membership.
2. All applications, with the exception of individual membership, received from October will be processed based on the pro-rated fee (25%) for the year and the membership fee for the following year.
3. The Management Committee will decide on the membership application and have sole discretion in accepting or rejecting an application.
4. The membership, except for individual members, shall vest in the member company and not the representative.
5. Please email the completed form to secretariat@saptco.org.sg
6. Upon approval of membership and issuance of invoice, members are required to pay the entrance fee of SGD500 and applicable annual fee within 2 weeks.
7. Members who withdraw and reapply for membership will have to pay the full fee regardless of entrance period i.e. no pro-rated fee applicable. Annual subscriptions paid are non-refundable on termination of membership.
8. Kindly note that membership is automatically renewed for the subsequent year. Please inform SAPTCO if you would like to terminate your membership by the month of November.
9. Please inform SAPTCO in writing of any change in the accreditation status of your organisation within 10 working days of the effective date.