

# Membership Application Form



UKVIA

# Part 1 : Application Information

## Membership eligibility requirements

To be eligible for membership in the UKVIA the applicant must:

1. Be actively trading for commercial reasons in the UK vaping industry or supply a product/service to the UK vaping industry
2. Pay an annual association membership fee
3. Agree to abide by the UKVIA Code of conduct
4. Agree to abide by the UKVIA youth access prevention code
5. Agree to abide by all UK vaping related regulations.

## Membership Levels & Fees

Membership fees are paid annually by the members. The current fees are detailed below:

Full Board  
Membership

**£10,000**  
Yearly

\* Represents membership fee. Members may make the decision to fund extra projects throughout the year that could require additional funding.

Associate  
Membership

**£5,000**  
Yearly

\* Represents membership fee. Members may make the decision to fund extra projects throughout the year that could require additional funding.

## Retail Membership - Three tiers

Available to small and medium vape online and retail stores. (Between 1 – 20 stores).

### Physical Stores

**S1.**

1-3 Stores £60 PM\*\*  
(£720 PY or £600 if paid in full)

**S2.**

4-9 Stores £100 PM\*\*  
(£1200 PY or £1000 if paid in full)

**S3.**

10-20 Stores £150 PM\*\*  
(£1800 PY or £1600 if paid in full)

\* Represents membership fee. Members may make the decision to fund extra projects throughout the year that could require additional funding.  
\*\* Membership is based on 12-month contract. Monthly fees are paid through monthly standing order.

## Online Only

### 01.

Turnover of £100,000 or  
below £60 PM\*\*  
(£720 PY or £600 if paid in full)

### 02.

Turnover of £300,000 or  
below £100 PM\*\*  
(£1200 PY or £1000 if paid in full)

### 03.

Turnover of £400,000 or  
below £150 PM\*\*  
(£1800 PY or £1600 if paid in full)

\* Represents membership fee. Members may make the decision to fund extra projects throughout the year that could require additional funding.

\*\* Membership is based on 12-month contract. Monthly fees are paid through monthly standing order.

## Business Classified Member

Business classified membership is available to companies with a strategic business interest in supplying the vaping industry and wish to access or provide special deals to UKVIA members.

### C1.

Featured  
Annual Fee £1,500

### C2.

Standard  
Annual Fee £1,000

We will contact you to confirm receipt of your application. On approval of your membership application we will issue you with a membership fee invoice\*. On receipt of your membership fee, we will contact you to confirm your membership. Once confirmed, you will receive the following:

- A copy of the UKVIA 'member' logo to use across your website & social media platforms
- A unique membership number & password to access the UKVIA's members only resource area via the website at [www.ukvia.co.uk](http://www.ukvia.co.uk)
- UKVIA Certificate of membership
- UKVIA Member Window Sticker
- Your company displayed on the 'members' page of the UKVIA website
- Member announcement on UKVIA social media channels

\* Full Board Members are subject to a 1 month probationary period

## UKVIA Code of Conduct

[Read](#)

## ASA Guide

[Read](#)

Should you have any questions before continuing with your application, please contact us on:

**Telephone:** 020 3267 0074

**E-mail:** [john@ukvia.co.uk](mailto:john@ukvia.co.uk)

**Opening hours:** Mon–Fri, 9.00am–5.00pm

## Membership Application Form

Trading Name	
Contact Name	
Address	
Telephone	
Email Address	
Number of stores	

Membership Level (**Please Mark X in desired level**)

Full Board Member	S1.	O1.	C1.
Associate Member	S2.	O2.	C2.
	S3.	O3.	

Website Address	
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**Social media information**

Please cut and paste the link below

Facebook	
Twitter	
LinkedIn	
Instagram	

I certify that I have reviewed and agree to comply with the UKVIA Code of Conduct in the link above.

Yes

N/A

## Marketing

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From time to time the UKVIA and some of our partners would like to contact you about their events, products, services & offers we feel you may be interested in. If you would like to receive them please opt-in by selecting your preferred method of contact below:

Email

SMS

Phone

Post

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I declare that to the best of my knowledge and belief that the information provided is complete, accurate and up to date.

**Dated:**

**Submitted by:**

**Position:**

## Internal Use Only

# Application Review Checklist

Areas for review prior to submission to the membership committee.	Enter Y/N and Comments
<p>Does the Company currently operate in the UK vaping sector or supply a UK-based company that does?</p>	
<p>Have the company's website and social media sites been reviewed for compliance with TRPR and ASA regulations?</p> <p>Specific areas to look at:</p> <ul style="list-style-type: none"> <li>• Age verification</li> <li>• Offer brands that appeal to children</li> <li>• Does the company's promotions follow ASA and CAP guidelines?</li> </ul> <p><b>Please supply Screen shots below for Committee</b></p>	
<p>If a retail store or chain, does it have an age verification process in place such as Challenge 25?</p>	
<p>Website Landing Page</p>	

<p>Has the Company bio and logo been received for inclusion on the website?</p>	
<p>Who reviewed the application?</p>	
<p>Completed application submitted to the Membership Committee on:</p>	
<p>Membership approved on:</p>	
<p>Membership packet sent to Alex for final processing on:</p>	

UKVIA

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