



Insulated Render and Cladding Association

APPLICATION FOR MEMBERSHIP

The Insulated Render and Cladding Association (INCA) is the recognised trade association for the external wall insulation (EWI) industry, representing system designers, specialist installers and key component suppliers.

There are three categories of INCA membership:

System Designer Manufacturers that design and supply EWI systems

Contractor Specialist Contractors engaged in the application or installation of EWI systems

Associate Other organisations involved in the EWI industry, including component and energy suppliers, architects and consultants, and training providers

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Incorporated in England under Company Number 03728766

Registered office: 6-8 Bonhill Street, London, EC2A 4BX, United Kingdom

T: 0844 249 0040 F: 0844 249 0042 E: info@inca-ltd.org.uk

www.inca-ltd.org.uk

Application for Membership

Category of membership being applied for:

System Designer Membership	£3,919 + VAT/annum	<input type="checkbox"/>
Contractor Membership	£1,640 + VAT/annum	<input type="checkbox"/>
Associate Membership	£1,463 + VAT/annum	<input type="checkbox"/>

Information

- The INCA membership year runs from 1 January to 31 December.
- INCA charges an application fee of £300 + VAT which is payable on submission of the application. Please make cheques payable to 'Insulated Render and Cladding Association Ltd'.
- Applications must satisfy the criteria for INCA membership applicable to the category being applied for and INCA reserves the right to request further information and/or interview depending on the information provided. Provisional Membership may be offered to applicants that meet all the criteria except that of having been actively trading in the EWI industry for a minimum of two years.
- Applications that satisfy the criteria for membership will be considered by the INCA Board of Management.
- If the application is approved by the INCA Board, the INCA annual subscription, calculated on a pro-rata basis depending on the time of approval, will be payable to INCA.

Company Details

Company Name:	
Registered Company Address:	
Correspondence Address (if different from above):	
Corporate Tel:	Corporate Fax:
Corporate Email:	Website:
Contact Name:	Contact Email:
Company Registration No.:	Details of Company Directors enclosed <input type="checkbox"/>
Turnover:	Percentage of Turnover in EWI:
VAT Registration No.:	CITB Registration No. (if applicable):
Number of Directly Employed Operatives:	Number of Labour Only Sub-Contractors:
Name of Parent Company and other Subsidiaries involved in UK Construction (if applicable):	
Description of Business:	
Names of any other trade associations of which you are a member (if applicable):	
If you were encouraged to join by an existing INCA member, please give the name of that member:	

Company Trading Record

Please give details of three EWI contracts completed within the last 12 months:

Contract Name:	
Client:	Contractor:
System Used:	
Type of Work:	Value:
Contact Name:	
Email:	Tel:

Contract Name:	
Client:	Contractor:
System:	
Type of Work:	Value:
Contact Name:	
Email:	Tel:

Contract Name:	
Client:	Contractor:
System:	
Type of Work:	Value:
Contact Name:	
Email:	Tel:

Please give details of two trade references which should be at senior manager/director level within the EWI industry:

Name and Position:	Company:
Email:	Tel:

Name and Position:	Company:
Email:	Tel:

Criteria for Membership

We have been trading actively trading in the EWI industry for:	_____ years
We have enclosed true copies of the audited accounts or financial statements in respect of the company's last financial year	<input type="checkbox"/>
We have enclosed copies of the company's Employer's, Product and Public Liability insurances as applicable	<input type="checkbox"/>
We have enclosed a copy of the company's health and safety policy	<input type="checkbox"/>
We arrange for independent training of our workforce and have enclosed a copy of the company's training plan/policy	<input type="checkbox"/>
We confirm that at least 75% of our site-based workforce hold CSCS cards	<input type="checkbox"/>
We comply with current applicable employment legislation	<input type="checkbox"/>

Applications for System Designer Membership only

We are a manufacturer that designs and supplies EWI systems	<input type="checkbox"/>
We have enclosed copies of a minimum of one European Technical Approval (ETA) or other UKAS accredited certification (e.g. BBA) in our own name for a complete system in EWI/ETICS	<input type="checkbox"/>
We have enclosed a copy of the company's ISO 9001 certificates	<input type="checkbox"/>

Applications for Contractor Membership only

We are a specialist contractor engaged in the application and/or installation of EWI systems	<input type="checkbox"/>
We have enclosed a copy of the company's Contractors' Health and Safety Assessment Scheme (CHAS) certificate or SSIP Forum equivalent	<input type="checkbox"/>
We have enclosed proof of a management system certified by a UKAS accredited third party such as ISO 9001 and PAS 2030	<input type="checkbox"/>

Applications for Associate Membership only

We are involved in the EWI industry	<input type="checkbox"/>
We have enclosed a copy of the company's ISO 9001	<input type="checkbox"/>

I confirm that the information provided in this application form is correct and I enclose the application fee of £300 + VAT (please make cheques payable to 'Insulated Render and Cladding Association Ltd'). If accepted into membership, we agree to comply with the obligations of membership as set out in the Rules and Bye-Laws of INCA. I understand that INCA reserves the right to request further information and/or interview in respect of this application prior to reaching a decision on membership which will be final.

Name:	Position:
Signature:	Date:

Please return to:

INCA, 6-8 Bonhill Street, London, EC2A 4BX

Email: info@inca-ltd.org.uk

Fax: 0844 249 0042