

Application for
membership fee
reduction
(retired)
2019

**The Institute of Chartered
Secretaries and Administrators (ICSA)**
(Australian Division)

Governance Institute of Australia Ltd
ABN 49 008 615 950

1. Personal details (Please print clearly)

Title (Mr, Miss, Ms, Mrs)	First name	Middle name	Last name
Preferred name	Date of birth <input style="width: 150px; height: 20px;" type="text" value=" / /"/>		Gender Male Female
Postal address			
Suburb		State	Postcode
Country	Business hours phone ()		
Mobile no	Email <input style="width: 400px; height: 20px;" type="text"/>		

2. Privacy notice

Governance Institute of Australia Ltd collects personal information about you so that we can provide you with the services you have requested. We may also use your information to manage professional conduct issues, improve our products and services and offer you our or our sponsors', partners' or suppliers' products and services which may be relevant to your needs. We may disclose personal information about you to third party contractors (eg mailing houses, conference organisers), who may be located in Australia, the UK or the USA, but if we do so we take steps to ensure that your privacy is respected. We may also disclose your information to the Institute of Chartered Secretaries and Administrators in the UK if you are a member of this institute. Our privacy policy contains information about how you can access and correct the personal information we hold about you, or make a privacy complaint. It is available from our website governanceinstitute.com.au or from our offices. You may update or alter your personal communications preferences and contact information at any time by logging in to governanceinstitute.com.au and selecting 'My Governance Institute'.

3. Declaration

I understand that Governance Institute may request documentation to support my request. Should my situation change, I agree to notify Governance Institute within 14 days and pay the remaining fee for the year. I also agree to meet my CPD requirements (unless a CPD exemption has been granted).

Signature	Date <input style="width: 200px; height: 30px;" type="text" value=" / /"/>
-----------	---

4. 2019 membership fee (GST-free)

\$130.00

Method of payment

Cheque — made out to Governance Institute of Australia Ltd

MasterCard Visa

Card no *Continued overleaf*

Expiry date / Name on card

Signature Date

Name and address of cardholder if other than yourself

6. Retired rate information

To be considered for a retired rate of membership, members must:

- be fully retired from employment and will not be returning to gainful employment
- notify Governance Institute within 14 days if your income situation changes and
- have a nil personal exertion income.*

**Personal exertion income — income derived directly from the effort of a person, such as labour or skill.*

If you are unsure if this form is right for you, please contact the Membership team on (02) 9223 5744 or 1800 251 849 (toll free) to discuss your situation.

Membership rates

- You need to apply once for this rate of membership.** The retired rate of membership will be applied to subsequent years of membership.
- Governance Institute may request documentation to support your request at the time of application or any time during the current membership year.

***You may have to re-apply for this membership rate option should a change in circumstances (such as a return to income generation) occur.*

CCPD requirement

Compulsory CPD is **not applicable** to retired members. However, should your situation change resulting in you returning to gainful employment, you must notify Governance Institute within 14 days, as this will affect your CPD requirement.

Office use only

Approved by

Date approved