



GROUP MEMBERSHIP APPLICATION/RENEWAL FORM M2 2015

This application/renewal form is for use by clubs who wish to be Group members of BCA and to be insured through the BCA Public-Liability insurance scheme. An alternative form is available for use by clubs who do not want to participate in the Public-Liability scheme.

Please read the following notes carefully and then provide the details requested on page 3. You need only return page 3 of this form to BCA.

MEMBERSHIP of BCRA

BCA is now the subscription agent for BCRA and it is no longer possible to join BCRA without being a member of BCA. Clubs wishing to join BCRA as well as BCA simply need to indicate this on the form below.

SUBSCRIPTION RATES

The basic club fee is related to the number of members in the Club. There is then a top-up for Access Bodies or Accommodation Providers, intended to reflect the extra insurance risk these represent. Beyond this there are then several further options, as shown:

Table with 5 columns: No. of Club Members, Basic BCA Membership, Access Bodies and/or Accommodation Providers, Optional Speleology Subscription, Optional BCRA Membership. Rows include member counts (up to 10, 11-20, 21-30, 31-40, 41+) and associated costs (£20, £30, £40, £45, £50) and optional fees (£5, £20).

NEW GROUP MEMBERS

If your club has not previously been a BCA member, you will need to satisfy BCA’s basic requirements. These relate mainly to your constitution. Up-to-date requirements are available on the BCA website or from the Membership Administrator. In order to demonstrate you meet the requirements, please provide a copy of your club’s constitution with your application. Your application will also need to be formally ratified by BCA Council at a later date, but assuming all other requirements are met, membership will be granted temporarily until the next meeting.

BCA COMMUNICATIONS

Club Individual Membership (CIM) is available at a substantially lower rate than Direct Individual Membership (DIM). This is partly achieved by Clubs agreeing to communicate with their members on BCA’s behalf and this is, therefore, a condition of BCA membership.

ACCESS CONTROLLING BODIES

If your club controls access to a cave or other site, you must declare your status as an Access Controlling Body and pay the appropriate additional premium for PL cover. There is a space for this on page 3 of this form.

Please note that in declaring your group as an Access Controlling Body, you are agreeing to permit access to any member of BCA to those caves and /or mines (subject to any cave/mine specific conditions and access procedures). This is a condition of BCA membership.

CLUBS WITH HUTS

If your club has a hut, you must declare this on page 3 of the form and an additional premium is payable.

If your club is both an Access Controlling Body and has a hut, then these must both be declared, but only the additional premium for the hut is payable – you do not need to pay for both the hut and the access status.

## **INSURANCE COVER FOR OFFICERS AND CLUB MEMBERS**

Clubs can only obtain insurance cover for officers and club assets by ensuring that all of their members are members of the BCA PL Scheme. This can be either through the Club itself, through another Club (if they are a member of more than one) or as a Direct Individual Member. Nobody needs to join (and pay) more than once – the Club just needs to provide BCA with their membership number.

The CIM membership fee for 2015 is £17.00 for active cavers and £6.00 for non-cavers. There is also a discounted rate of £8.00 for under 18s and full-time students. All these rates are reduced by quarters throughout the year for people who join after 1 April. See the table on page 4 for these rates.

Those who are insured for their caving activities via another appropriate Scheme, for example those who carry FFS insurance, or university clubs who are provided with suitable cover via their university, need pay only one non-caving contribution through one participating BCA member body. Cover provided as part of a household or travel insurance policy does not count in this regard and club members with such cover must be counted in the same way as other active caving, or non-caving, members.

*Please submit a list (in electronic form – CIM Proforma) of full names and addresses for all club members. The list should clearly identify those persons for whom the club is paying for caving insurance, non-caving insurance and for whom no payment is made because they are already members of the scheme by another route (see “How To Complete The CIM Proforma” pdf) Inclusion of each individual’s BCA scheme membership number would be of great assistance.*

**DELIBERATE INACCURACIES IN CLUB MEMBERSHIP DATA MAY INVALIDATE COVER FOR THE ENTIRE CLUB.**

## **PERIOD OF MEMBERSHIP**

The period of membership covered by this form will be from 1 January to 31 December 2015. Payments made part way through the year are not carried forward.

## **CLUB MEMBERSHIP CARDS**

BCA can offer Clubs a membership-card printing service, with the following restrictions:

- card colour can only be white
- black printing only
- club to supply artwork
- cost (if printed at the same time as the BCA card): 30p per card.

## **SMALL PRINT**

**PARTICIPATION STATEMENT** - The BCA recognises that caving, cave diving and mine exploration are activities with a danger of personal injury or death. Participants in these activities should be aware of and accept these risks and be responsible for their own actions and involvement.

**DATA PROTECTION POLICY** - Only sufficient data will be sought and retained in order to supply the services sought by and offered to each member/subscriber, and it will not be supplied to others or used for any other purposes without express consent of the member. The information supplied on and with this form will be stored on a computer.

**EQUITY STATEMENT** - BCA and its members will make its services available to all sections of the sporting community, and there will be no discrimination on grounds of race, gender, sexual orientation, creed, colour, occupation, religion or political opinion.

## **PLEASE RETURN THE COMPLETED FORM WITH YOUR PAYMENT TO:**

BCA, The Old Methodist Chapel, Great Hucklow, Buxton, Derbyshire, SK17 8RG

E-Mail enquiries and membership lists in electronic format should be sent to: [membership@british-caving.org.uk](mailto:membership@british-caving.org.uk). **Remember to say which club the list is for in your e-mail!**

Cheques should be made payable to ‘BCA’.



# BRITISH CAVING ASSOCIATION AND BRITISH CAVE RESEARCH ASSOCIATION

<b>Full Club Name:</b>											
<b>Contact Name:</b>		<b>Position in Club:</b>									
<b>Contact Address:</b>		<b>Address to which publications should be sent (if different)</b>									
<b>Contact Tel No:</b>		<b>E-mail Address:</b>									
<b>Does your club also wish to be a member of BCRA?</b>		<b>Yes / No</b> <i>(delete as applicable)</i>		<b>Club website address:</b>		<i>Please note BCA may publicise web addresses</i>					
<b>Tick the Regional Councils you would like to affiliate to:</b>		CCC		CNCC		CSCC		DCUC		DCA	
<b>If your club controls access to a cave or mine, please give the name of the cave and the location of the land concerned. If the club does not control access, please write "not applicable".</b>											
<b>If your club has a hut, please give the address. If the club does not have a hut, please write "not applicable".</b>											

## Calculation of Subscription Payable

<b>Number of Members insured for caving</b>			<b>@ £17.00</b>	
<b>Number of Members insured as non-cavers</b>			<b>@ £6.00</b>	
<b>Number of full time students or under 18s</b>			<b>@ £8.00</b>	
<b>Of the Members the no. who are CIM+</b>			<b>@ £15.00</b>	
<b>Of the CIM+ the no. with digital C&amp;KS</b>			<b>@ 8.00</b>	
<b>Of the CIM+ the no. with paper C&amp;KS</b>			<b>@ 22.00</b>	
<b>Number of members insured via other clubs (incl Direct Ind members of BCA)</b>			<b>@ £0.00 each</b>	<b>£0.00</b>
<b>Total number of members</b>				
<b>Club subscription (Taken from the table on page 1)</b>				
<b>Access Body fee* (if applicable)</b>			<b>£50.00</b>	
<b>Hut fee* (if applicable) * One or the other, but not both</b>		<b>£50.00</b>		
<b>GRAND TOTAL</b>				

## Authorising signature

On behalf of my club I hereby apply for membership of BCA and, if applicable BCRA, and agree to the Association's membership rules.

<b>Signature:</b>		<b>Name:</b>	
		<b>Date:</b>	



# BRITISH CAVING ASSOCIATION AND BRITISH CAVE RESEARCH ASSOCIATION

## Insurance Contributions for Members Joining throughout the Year

Member Type		Payment Category	01 Jan - 31 Mar	01 April – 30 June	01 July - 30 Sept	01 Oct – 31 Dec
Club Individual Member	Caver	K	£17.00	£12.75	£8.50	£4.25
	Non Caver	L	£6.00	£4.50	£3.00	£1.50
	Full time student/under 18*	M	£8.00	£6.00	£4.00	£2.00
CIM+	Caver (inc Speleology)	A	£32.00	£24.00	£16.00	£8.00
CIM+	Non-Caver (inc Speleology)	B	£21.00	£15.75	£10.50	£5.25
CIM+	Caving + BCRA C&KS (paper)	F	£54.00	£40.75	£27.50	£13.25
CIM+	Non-Caving + BCRA C&KS (paper)	G	£43.00	£32.25	£21.50	£10.75
CIM+	Caving + BCRA C&KS (digital)	N	£44.00	£33.00	£22.00	£11.00
CIM+	Non-Caving + BCRA C&KS (digital)	O	£33.00	£24.75	£16.50	£8.25

NB: For administrative reasons, CIM+ does not cater for the overseas postage of periodicals. Therefore the CIM+ option is not available to overseas members. Overseas members should apply directly to BCA as a Direct Individual Member (DIM) or consider becoming a non-member subscriber, which may be cheaper.