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| **ACTO Organisational Membership Application Form 2021** | |
| **Organisation’s Name :** |  |
| **Organisation address (including postcode):** |  |
| **Invoicing address if different:** |  |
| **Email address for invoicing:** |  |
| **Representative 1 Full name:** |  |
| **Representative 1 Address :** |  |
| **Representative 1 Email :** |  |
| **Representative 1 Mobile phone :** |  |
| **Representative 2 Other Telephone:** |  |
| **Representative 2 Full Name:** |  |
| **Representative 2 Address :** |  |
| **Representative 2 Email :** |  |
| **Representative 2 Mobile phone :** |  |
| **Representative 2 Other Telephone:** |  |
| **What is your organisation’s interest in Online Counselling?** | |
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| **What can your organisation bring to ACTO as a resource?** | |
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| **Declarations:** |
| Please delete either statement a) or statement b):  My organisation is not currently the subject of any professional complaint or other disciplinary proceedings  My organisation is currently the subject of a professional complaint/disciplinary proceedings, details of which are given on a separate page.  I declare that the information I have provided is true and correct to the best of my knowledge. In compliance with the Data Protection Act 1998, I give consent for ACTO to store and process the information I have provided in my application.  I agree as an **ACTO Organisational Member** to abide by its current Code of Ethics**:** <https://acto-org.uk/professional-conduct-code-ethics/>  I agree to the Organisational Membership rules as set out in the Constitution.  Signed: Date:  Name: Capacity in which you are signing:  **Please send your completed application form as an email attachment, using** [**https://wetransfer.com/**](https://wetransfer.com/) **for security purposes, to:** [**office@acto-org.uk**](mailto:office@acto-org.uk) |

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| **Declarations:** | |
| **Please read and indicate your responses to the following declarations and then date and sign at the end of this section** (either by putting in your signature as a jpg or similar file or by typing your name)**.** | |
| **PROFESSIONAL COMPLAINT OR OTHER DISCIPLINARY PROCEEDINGS** | **I CONFIRM MY ORGANISATION IS CURRENTLY NOT** SUBJECT OF ANY OF THESE  **I CONFIRM MY ORGANISATION IS** SUBJECT OF ONE OF THESE, DETAILS OF WHICH ARE GIVEN ON A SEPARATE PAGE. |

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| **PERMISSION FOR ACTO TO SEND YOU NEWSLETTERS & EMAILS**  ACTO would like to send you newsletters & emails for the purposes of keeping you informed of its current developments & providing relevant information | **I CONSENT** TO RECEIVE THESE  **I DO NOT CONSENT** TO RECEIVE THESE | |
| **STORAGE AND USE OF YOUR DATA UNDER GDPR** | **I CONSENT** TO ACTO STORING & PROCESSING THE INFORMATION I HAVE PROVIDED IN MY APPLICATION.  **I DO NOT CONSENT** TO ACTO STORING & PROCESSING THE INFORMATION I HAVE PROVIDED IN MY APPLICATION. | |
| **YOUR DECLARATION** | **I DECLARE THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.** |
| **Your agreement to abide to the ACTO current Code of Ethics** | I agree as an **ACTO Member** to abide by its current Code of Ethics**:** <https://acto-org.uk/professional-conduct-code-ethics/> |
| **Your agreement to abide to the rules as set out in the Constitution** | I agree to the Organisational Membership rules  as set out in the Constitution. |
| **Signed: Date:**  **Name: Capacity in which you are signing:** | |

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| **Payment Information:** (all fees are payable annually) |

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| ACTO Organisational Membership Fee:  **£100.00** | Please send your payment to the bank account shown below and ensure that you **put the name under which you have applied) as a reference** to enable us to allocate your payment. |

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| **Online banking:**  **Please send your online banking payments to:**  **UK PAYMENTS**  **Account Name:** Association For Counselling And Therapy Online  **Sort Code:** 60-83-01  **Account Number:** 20424611 |
| **INTERNATIONAL PAYMENTS**  **Account Name:** Association For Counselling And Therapy Online  **IBAN:** GB93NWBK60023571418024  **BIC:** NWBKGB2L  **Bank Name:** Unity Trust Bank  **Bank Address:** Unity Trust Bank plc, Planetary Road, Willenhall WV1 9DDG  **ACTO Address for International Transfers:** 19b Front Street, Sacriston, County Durham DH7 6JS, United Kingdom (*Please not use this for any other purpose*). |

**Please send your completed application form together with any attachments via** <https://wetransfer.com/> **to** [**office@acto-org.uk**](mailto:office@acto-org.uk)

**With thanks, ACTO Administration**