

Application for Membership

Please ensure that you have read the IFBSO Code of Excellence and Criteria for Membership before completing this form. You will find this information together with the membership application procedure at the end of this document.

PART 1

To be completed by ALL applicants

Name of show	
City	

About the organiser

Organising body		
Address of organising body		
Website		
Please tell us about the organising body, in particular: Is it a trade association? What is the organisation's principle activity? Does it own or rent the exhibition venue?		
Is the show organised in conjunction with a local marine industry association? If so, please give details. Who actually owns the show?		
Main contact for IFBSO membership matters	Name: <input type="text"/>	Tel: <input type="text"/>
	Email: <input type="text"/>	
Main contact for exhibitor information	Name: <input type="text"/>	Tel: <input type="text"/>
	Email: <input type="text"/>	



Main company/show contact details for public/visitor enquiries

Name:

Tel:

Email:

Please give the names and addresses of two other organisations who would be prepared to support your application for IFBSO membership

About the show

Venue

Name of exhibition hall/grounds
Address
Telephone
Website

When was the show held for the first time?

Has it taken place every year since?

When is it due to take place next?

Please list dates of next 3 shows if known

Composition of show (in percent)	
Powerboats	
Sailboats	
Other boats	
Sailboarding	
Diving	
Angling	
Accessories/Equipment	
Engines	
Tourism	
Services	
Other	
TOTAL	100%

Layout of show (in percent)	
Inside	
Outside, on land	
Outside, on water	
TOTAL	100%

Type of show (tick as appropriate)	
Public and trade	
Trade only	

Year (state which)						
Total gross space (m ²)						
Total net space (m ²)						
Total number exhibitors						
Foreign exhibitors						
Total number visitors						
Trade visitors, domestic						
Trade visitors, foreign						
Trade visitors, all						
Paying visitors						
Audited (tick)	Yes	No	Audited by		Last audit	



Please indicate (tick) what category of IFBSO membership you are applying for:

PLATINUM MEMBERSHIP - requirements:

- Fully compliant with IFBSO Code of Excellence
- Current member or established show with more than 3 editions
- External show audit (please supply copy)

GOLD MEMBERSHIP - requirements:

- Fully compliant with IFBSO Code of excellence
- Current member or established show with more than 3 editions
- Self-audited

SILVER MEMBERSHIP - requirements:

- Compliant with basic minimum standard of IFBSO Code of excellence
- Current member or established show with more than 3 editions
- Self-audited

CANDIDATE MEMBERSHIP - requirements:

- New member
- 3-year probationary period
- Guardianship by official "mentor" - who is established Platinum IFBSO Member

PART 2

To be completed by applicants for Platinum, Gold or Silver Membership

The IFBSO Code of Excellence

All Platinum, Gold and Silver members of IFBSO must comply in full or part with the IFBSO Code of Excellence. The six clauses of the Code are shown below along with a series of related questions. If you can answer "yes" (ie tick one of the boxes) in at least one box for each question, you comply with the Code. If you complete the "somewhere else" box, it is possible that you may not comply and that we may have to ask for further details.



Clause 1: Transparency of entry rules, allocation of space, appeal system and waiting list rules

The organiser will make publicly available within the application form and/or in the terms of participation:

Entry rules for the exhibition

Rules governing allocation of space including the operation of any waiting list

Details of the allocation appeal system, including the person or body charged with responsibility as final arbiter

Where can a (potential) exhibitor find the following information?

Q1 The entry rules for the exhibition?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		
Q2 How space is allocated?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		
Q3 How the waiting list is managed?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		
Q4 How the appeal procedure operates?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		
Q5 Who makes the final decision in case of a dispute?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		



Clause 2: Exhibitors' compliance with construction standards

Boat show organisers will inform exhibitors that it is the exhibitors' responsibility to ensure that all their products on display and for sale must comply with the construction and manufacturing standards for craft and other specified equipment in the country where the show is held.

Q6 Where can a (potential) exhibitor find a clause in your rules stating that it is the exhibitor's responsibility to ensure that all their products comply with national and regional standards?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		

Where EU regulations apply, boat show organisers will require all exhibitors to comply with all applicable laws and regulations relating to goods and/or services. In particular, an exhibitor's boat or engine must either display a correct CE mark plate or display a disclaimer notice that such products may not be marketed or put into service until they have been made to comply with the relevant EU Directives.

Q7 Where can a (potential) exhibitor find a clause in your rules stating that it is the exhibitor's responsibility to ensure that all products being marketed comply with applicable laws or regulations and that non-compliant products are marked as such? (EU shows only)	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		



Clause 3: Additional Costs

The show organiser will provide full details of costs for technical services and compulsory additional costs payable to the organiser.

Q8 Where can a (potential) exhibitor find full details of costs for technical services and compulsory additional costs payable to the organiser?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		

In the case of charges payable to a contractor, such as electricity or forklift work, the organiser will either provide details of such charges or identify the contractor whom the exhibitor can approach for details.

Q9 Where can a (potential) exhibitor find details of charges payable to a contractor, such as electricity or lifting costs?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		

Clause 4: Counting of visitors and exhibition space sold

Organisers will provide details of attendance and net space sold in accordance with the standards and definitions published by UFI.

Q10 Where can a (potential) exhibitor find UFI-compliant details of attendance and net space sold?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		

Clause 5: Auditing

Organisers will publish audited attendance figures and state the auditing body.

Q11 Where can a (potential) exhibitor find details of audited attendance figures and the auditing body?	Website	Application form	Terms & Conditions
	Somewhere else? (please give details)		

Clause 6: Promotion of boating

Organisers will take active measures to promote boating at public shows.

Q12

What active measures do you take to promote boating (public shows only)?

Website

Application
formTerms &
Conditions

Somewhere else? (please give details)

CRITERIA FOR IFBSO MEMBERSHIP

- The exhibition is well organised and professionally presented;
- The exhibition is of national or international significance;
- Exhibits include a wide range of international products;
- The organisers, if appropriate, take an active part in developing the boating market and bringing new participants into boating;
- The main part of the exhibition must consist of marine goods;
- The exhibition must be of a commercial nature;
- The exhibition must have been in existence for at least three years;
- The organisers must make attendance figures available for prospective exhibitors and sponsors and make clear within their printed materials how such figures are arrived at.

CONGRESS ATTENDANCE

Please note that the IFBSO Constitution requires every organiser of a member exhibition to send at least one representative to Congress at least every third year. Congress is held in a different country each year, usually in the last week of May or first week of June. An organiser that fails to send a representative to more than two consecutive Congresses may be asked to reinstate the membership of all member exhibitions run by the company.

MEMBERSHIP APPLICATION PROCEDURE

Please note that the IFBSO Constitution requires every organiser of a member exhibition to send at least one representative to Congress at least every third year. Congress is held in a different country each year, usually in the last week of May or first week of June. An organiser that fails to send a representative to more than two consecutive Congresses may be asked to reinstate the membership of all member exhibitions run by the company.

The joining fee for new members is £1,000.00 (GBP) to be paid on application. 50% of this fee is to be returned if the application for membership is not accepted/successful.

The annual subscription fee is currently as follows:

Platinum Members	GBP 1,100.00
Gold Members	GBP 1,210.00
Silver Members	GBP 1,320.00
Candidate Members	GBP 1,430.00
Associate Members	Flat fee (tba)

Each subsequent show operated by the same organiser attracts an annual subscription of GBP 250.00.

To apply for membership of IFBSO, the organiser must submit an application form to the Secretariat. The Secretariat will consult members in the country of the applicant and also ICOMIA before submitting the application to the Executive Committee for consideration. Where practicable and appropriate, the Secretariat may also make arrangements to visit the show in order to be able to give a first-hand report to the Committee.

The Executive Committee will normally consider applications at its meeting at METS in November. In view of this it is important for applications to be received in good time for the Secretariat to process the application and, if appropriate, organise a visit to the show before meeting with the Committee.

The Executive Committee will consider the application and decide whether to put it forward to IFBSO members for consideration at the next Congress. If so, the Executive Committee will invite the applicant to make a presentation at Congress.

The final decision on whether to accept the exhibition into membership will be made by a meeting of IFBSO members following this presentation and applicants will be notified of the outcome before the end of Congress. If successful, membership will commence with immediate effect and the new member will be invoiced for a half-year's subscription which will cover membership fees until the end of the subscription year on 31st December.

Please transfer the GBP 1,000.00 application fee to the following account:

ACCOUNT NAME: IFBSO Ltd
BANK: HSBC
 6 Commercial Way
 Woking
 GU21 1EZ
 United Kingdom

ACCOUNT NUMBER: 42191261
SORT CODE: 40 47 08
IBAN: GB70MIDL40470842191261
SWIFT BIC: MIDLGB2109S

Receipt of this fee will be taken to imply that the applicant wishes to be admitted to Membership of the International Federation of Boat Show Organisers (IFBSO) and undertakes to observe and be bound by the Constitution of the Federation being in force at that time.

Name, position and
email of person
submitting form on behalf
of applicant

Date (dd/mm/yy)