

Please return form to Membership Committee of the BNI Chapter to which you are applying.
To Minimise the risk of processing delays please choose credit card or EFT options Attach EFT Remittance advice if applicable

Please attach Business card here

| PART 1 PERSONAL DETAILS | |
|---|--|
| Chapter Name: | |
| Date: | |
| Applicant's Name: | |
| Business Name: | |
| ABN: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes provide ABN: | |
| Business License details: | |
| Business Phone: | |
| Mobile: | |
| Email: | |
| Website: | |
| Business Address (Incl Post Code): | |
| | |
| | |
| Address for delivery of new member welcome pack: | |
| | |
| Sponsor's Name: | |
| Business Specialty applied for (refer to BNI Approved list): | |
| | |
| Business Specialty approved by Membership Committee: | |

| INVESTMENT OPTIONS / TAX INVOICE | |
|--|--|
| New Member | Member Renewal <small>(subject to Membership Committee approval)</small> |
| <input type="checkbox"/> \$3091.00 - 24 Months Training and Onboarding Fee \$693.00 Membership <u>\$2398.00</u> Total \$3091.00 | <input type="checkbox"/> \$2398.00 - 24 Months Training and Onboarding Fee Not Applicable Membership <u>\$2398.00</u> Total \$2398.00 |
| <input type="checkbox"/> \$1892.00 - 12 Months Training and Onboarding Fee \$693.00 Membership <u>\$1199.00</u> Total \$1892.00 <small>Third Party Finance Option-for Chartered Chapters only (see Methods of Payment below)</small> | <input type="checkbox"/> \$1199.00 - 12 Months Training and Onboarding Fee Not Applicable Membership <u>\$1199.00</u> Total \$1199.00 <small>Third Party Finance Option-for Chartered Chapters only (see Methods of Payment below)</small> |
| All Prices include GST | |
| Late Fee A\$ 55.00 | |
| Change of Membership (subject to Membership Committee approval) | |
| <input type="checkbox"/> Change of Company Representative (*additional fees may apply) If membership has less than 6 months paid credit, please submit renewal payment. Previous member's name: _____ | |
| <input type="checkbox"/> Change of Business Specialty: _____ | |
| <input type="checkbox"/> Change to:Change of Chapter (*additional fees may apply) If membership has less than 12 months paid credit, please submit renewal payment. Previous Chapter name: _____ | |
| Methods of Payment | |
| EFT Attach remittance advice for your Application to be considered | |
| Accepted Credit Cards Visa and Mastercard | |
| For EFT Transactions please attach receipt and use Member Name as payment reference Account Name BNI Brisbane Southside <small>Applications will not be processed until funds cleared</small> BSB: 082-356 Account#: 720131738 | |

UPON ACCEPTANCE TO BNI MEMBERSHIP, ALL FEES ARE NON-REFUNDABLE EXCEPT AS REQUIRED BY LAW

| PART 2 BNI CODE OF ETHICS |
|---|
| BNI® Code of Ethics 1. I will provide the quality of services at the prices that I have quoted. 2. I will be truthful with the Members and their referrals. 3. I will build goodwill and trust among Members and their referrals. 4. I will take responsibility for following up on the referrals I receive. 5. I will display a positive and supportive attitude. 6. I will live up to the ethical standards of my profession. Professional standards outlined in a formal code of conduct for any profession supersede the above standards. This means that a Member belonging to a profession that has a more stringent standard must adhere to that higher standard. |

| PART 3 APPLICATION PROCESS |
|---|
| 1. A prospective member may attend two meetings as a visitor. At the second meeting, prospective members obtain a sponsoring member. Prospective members must have a sponsor. Prospective members then complete this application and submit it with payment to the Membership Committee for review. 2. The Membership Committee conducts the screening process and notifies the applicant of the status of their application before the next meeting. 3. The Membership Committee notifies the President of their decision. 4. The President announces new member at the chapter meeting following acceptance by the Membership Committee. * Note: Applications for renewal are subject to the Membership Committee's approval at their sole discretion. There is no automatic right to renewal or extension. |

| PART 4 MEMBERSHIP QUALIFIERS (Please answer all the questions) |
|---|
| 1. Do you belong to other networking organisations? e.g. Chamber of Commerce, Service Club/s, Sports Club/s, Rotary club <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, please list) _____ |
| 2. Do you belong to other referral networking groups? <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, please list) _____ |
| 3. Are you prepared to invite people from these organisations to your BNI Chapter? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Have you ever been convicted of an act of dishonesty or any other offence? <input type="checkbox"/> Yes <input type="checkbox"/> No |

PART 5 REFERENCES & BACKGROUND (Please complete for new applications - not required on renewal)

Both references must be from someone who has known you in a business relationship for more than 12 months, is not your employer and is not a member of the Chapter to which you are applying for membership.

Business Reference one:
Business Reference two:

| | |
|-----------------------------------|-----------------------------------|
| Name: | Name: |
| Position: | Position: |
| Business: | Business: |
| Mobile: | Mobile: |
| Email Address: | Email Address: |
| Business Relationship (describe): | Business Relationship (describe): |

BACKGROUND:

1. Is the occupation under which you are applying for a full or part-time occupation?
2. How long have you been with the company you are representing?
3. Have you ever been a member of , or denied membership in another BNI Chapter?
4. Are you able and willing to make the commitment to arrive at our weekly meeting on time and stay throughout the 90 mins?
5. Is there a person who would be willing and able to attend at our weekly meetings on your behalf if you can't attend?
6. What is your ability to bring qualified referrals and visitors?

PART 6 EXPERIENCE (Please answer all questions for new applications - not required on renewal)

1. Relevant experience (be specific):

2. Education and Qualifications:

3. Do you require a license to operate your business? Yes No (if Yes, please provide particulars)

PART 7 PRIVACY STATEMENT / TERMS / APPLICANT ACCEPTANCE (Please sign)

Privacy: BNI® will collect and hold personal information about you from your application form and membership details. Our primary purpose in collecting this personal information is to enable us to provide services to you. We require this information for the purposes listed below, and if you choose not to provide the information requested, we may not be able to provide services to you. This information may be used for related purposes, such as: to assist in providing goods and services to you, to assist with any enquiries you make to us, for any purpose made known to you at the time of collection of your personal information, to communicate promotional offers, business referrals and special events, for our internal administrative, marketing, planning, product development and research requirements, in connection with law enforcement, national security and surveillance and in relation to business referral programs. We usually disclose information of this kind to: the Sub-Franchisees of the BNI® Australia Trust and to BNI® Global, LLC (USA), BNI® Worldwide Development Limited, third parties such as consultants, auditors, legal advisors and the like, and third parties we are required by law to disclose to. Under the Australian Privacy Principles, you may access your personal information held by BNI®. You may contact us if you think any of the information we hold about you is inaccurate, incomplete or out of date. We will take such steps as are reasonable in the circumstances to correct such information or notify you why we refuse to do so. BNI® takes all steps as are reasonable in the circumstances to protect personal information that it holds from misuse, interference and loss and from unauthorised access, modification and disclosure and to destroy or de-identify personal information that it no longer needs and is not required by law to retain. If you consider that we have breached the Privacy Act 1988 [Cth] you may complain to the BNI® Australia Trust by sending any email to admin@bni.com.au who will investigate the complaint and advise you in writing of the outcome of the investigation within 60 days of receipt of the complaint. Personal Data shall be jointly controlled by BNI® Worldwide Development Limited, BNI® Australia Trust and its Sub-Franchisees. Your personal data will be processed in BNI®'s operating management system (BNI Connect®) and shall be governed by the EU's General Data Protection Regulation.

Non-Discrimination Disclosure Statement: BNI Global requires that Chapters review and select persons for membership in all job classifications based on qualifications without regard to race, color, gender, religion, national origin, marital status, sexual orientation, age or disability. BNI® will support no Chapter's action when in violation of this non-discrimination statement.

No-Harassment Policy: BNI® does not tolerate harassment of our Franchisees/Sub Franchisees, regional teams, leadership teams or Members at the hand of another. Any form of harassment on the basis of race, religious creed, color, age, sex, sexual orientation, gender identity, national origin, ancestry, citizenship status, religion, marital status, disability, military service or veteran status, genetic information or any other classification protected by applicable federal, state, or local laws and ordinances is prohibited and will be treated as a disciplinary matter. BNI® is committed to freedom of harassment within our network. In addition, as BNI® is a global organisation, everyone needs to be culturally sensitive so that we can best relate to each other.

Terms: Please note that the primary function of BNI® is to promote business through its members networking and giving referrals to each other. I, the prospective member ("applicant") acknowledge that BNI® does not endorse the capabilities or professional expertise of any of its members and that in choosing to conduct business with or refer clients to any other member of BNI®, members do so at their own volition and risk. BNI® specifically accepts no liability in relation to business conducted or standards as between any of its members and its role is not to receive complaints about or resolve disputes between members.

Continuing Membership: When applying to join BNI®, I understand that I will be allocated to a chapter. I acknowledge that the growth and success of any chapter is the responsibility of the chapter members. I also acknowledge that payment for the venue related charges for weekly BNI® meetings is the responsibility of the chapter member. BNI® may be obliged to close or restructure chapters from time to time and if so, BNI® may nominate another chapter for the member to attend, in which case the balance of the member's membership will be transferred to that chapter upon approval of the Membership Committee of that chapter. If a suitable chapter is not available then BNI® will issue a certificate of credit for the balance of the membership under the published guidelines for such certificates. Only one person from each professional classification is permitted to join a chapter of BNI®. Membership Committees of each chapter have final authority relating to professional classification conflicts. Professional Classifications can be changed or subdivided at any time at the Membership Committee's sole discretion. Professional Classifications are also known as business specialties.

Mediation: If a dispute arises in connection with this Agreement, a party to the dispute must give to the other party notice specifying the dispute and requiring its resolution under this mediation clause (Notice of Dispute). The executive director or responsible person of each party must confer within 3 days after the Notice of Dispute is given to try and resolve the dispute. If the dispute is not resolved within 7 days after the Notice of Dispute is given, the dispute is by this clause submitted to mediation, conducted in the city closest to where the party giving the Notice of Dispute is located. The Institute of Arbitrators and Mediators Australia Mediation and Conciliation Rules (at the date of this Agreement) apply to the mediation. Despite anything in this clause, a party may at any time commence court proceedings in relation to any dispute arising under or in connection with this Agreement where that party seeks urgent interlocutory relief. This clause applies even where the Agreement is otherwise void or voidable.

Limitations on Liability: Notwithstanding any other provision of this Agreement, any liability to you involving BNI®, its Master Franchisee, its sub-franchisees, and their officers, directors, agents and representatives for any cause whatsoever arising from the breach of the terms, conditions or warranties, if any, in this Agreement, related to this Agreement, or membership or participation in BNI® or both, and regardless of the form of the action, will to the extent permitted by law be limited to the amount of annual membership dues paid by you for the BNI® membership. Except in jurisdictions where such provisions are restricted, in no event will there be a liability to you or any third party for any indirect, consequential, exemplary, incidental, special or punitive damages.

By submitting this application form (either electronically or by hand delivery of a hard copy), I confirm that all details in my application form are true and correct and I agree to be bound by this Agreement and by the Policies, Program Guidelines and Code of Ethics of BNI®, including as amended from time to time. I acknowledge that if I breach this Agreement, including the Policies, Program Guidelines and Code of Ethics of BNI®, BNI® may terminate my membership in which case I will not be entitled to a refund or any compensation.

I have read and understood all the BNI® General Policies, BNI® Administrative Policies, BNI® Program Guidelines and the BNI® Code of Ethics and further understand that upon acceptance to BNI® membership, fees are non refundable except as required by law including the training and onboarding fee (formerly registration fee) and the membership fee.

Signature: **Date:**

Please check that the credit card authority has been signed (if applicable)

To obtain a copy of the BNI Policies and Programme Guidelines, please ask the Membership Committee of the Chapter to which you are applying or send an email to admin@bni.com.au with the subject line "Policy & Guidelines Request"

PART 8 MEMBERSHIP COMMITTEE USE ONLY

| | |
|---|---|
| Verified Information and References: <input type="checkbox"/> Yes <input type="checkbox"/> No | Internet Search <input type="checkbox"/> Yes <input type="checkbox"/> No (if Yes, describe concerns if any) |
| Membership Committee representative: | <input type="checkbox"/> Accept <input type="checkbox"/> Decline |
| Comments: | Signature: _____ Date: _____ |

BNI GENERAL POLICIES

Membership Committees of each chapter have final authority related to BNI® Policies. Membership Committees may put a BNI® Member on probation or open a Member's classification for failure to comply with the Member Policies, the Code of Ethics or BNI® Core Values.

1. Only one person from each BNI® classification can join a chapter of BNI®. Each Member can only hold one BNI® classification in a BNI® Chapter.
2. BNI® Members must represent their primary professional focus.
3. BNI® Members must arrive on time and stay for the entire published meeting time.
4. An individual can only be a Member of one BNI® Chapter. A Member cannot be in any other program that holds Members accountable to pass referrals.
5. A BNI® Member is allowed three absences within a continuous six-month period. If a Member cannot attend, they may send a substitute; this will not count as an absence.
6. Members are expected to be engaged in the BNI® Chapter by bringing qualified referrals and/or visitors.
7. Visitors may attend BNI® Chapter meetings up to two times.
8. Only BNI® Members who have completed the Member Success Program, and BNI® Directors/Director Consultants can do Feature Presentations during the BNI® Meetings.
9. Leaves of absence are possible for certain extenuating circumstances (e.g., extended medical issue that prevents member from working) at the discretion of the Membership Committee.
10. Members who wish to change their BNI® classification must submit a new membership application for approval.
11. All BNI® membership lists are for the purpose of giving referrals only. Before sending any marketing or business solicitation communications to BNI® Members outside your chapter or Director/Director Consultants, the recipient must give their consent. Consent must be freely given, specific, informed and unambiguous.

Policies are subject to change. All proposed policy changes need to be reviewed first by the International Board of Advisors.

BNI® Core Values

1. Givers Gain®

Be willing to give first, before you expect to gain. Like the farmer who must plant seeds before crops will grow, you must invest first. This is often difficult to follow if you grow up in a transactional culture; however, giving unconditionally yields the largest bounty.

2. Building Relationships

No one is successful by themselves. Becoming good at developing relationships, creating a network of support and always growing your network is the key to success in business and in life.

3. Lifelong Learning

Your value grows as you develop your knowledge and skills. Our world is in a constant state of change. Unless you are learning, you are falling behind. Create a curriculum based on the person you want to become and follow that curriculum to get yourself there.

4. Traditions + Innovation

Traditions are your foundation while innovations are your opportunities. Always keep your feet firmly planted with your traditions while you reach to the sky to create innovation. This keeps you from losing your place in the world while you continue to strive to create a better life for others and yourself.

5. Positive Attitude

A habit of finding the good in everything that happens to you propels your life beyond setbacks. Those who see the best in situations, others and themselves magnetically attract people, opportunities and wealth.

6. Accountability

The only way to build trust is to make promises and keep them. Rather than expect others to believe and accept your word, demonstrate who you are by accepting leadership roles, following through on your promises and be the one that follows through, even when it appears no one is looking.

7. Recognition

Tell the people around you that you appreciate what they've accomplished for themselves, you and the organisation. Recognition is the fuel that builds organisations and societies. The person who masters the art of recognition attracts a strong network.

BNI ADMINISTRATIVE POLICIES

1. There is an initial training and onboarding fee (formerly application fee). Membership or participation fees are paid annually or biennially. Contact the local Secretary/Treasurer for amounts and payment instructions.
2. BNI[®] may establish Chapters in every city or community with people interested in developing a referral-based business. In addition, BNI[®] reserves the right to open more than one Chapter per community or city where demand of BNI[®]'s services are requested.
3. Membership fees are payable 30 days prior to the due date. Members not paid by the first day of the month they are due, are considered late and will be assessed a late charge. If fees are not paid within 15 days, the Member will be officially dropped by BNI[®].
4. Fees are non-refundable. A Certificate of Credit will be given, upon request, to Members in good standing for the unused portion of their time.
5. Fees cannot be transferred from one person to another unless the fees are from the same company.
6. BNI[®] has a strict policy on returned cheques. A Member has three working days in which to contact their Regional BNI[®] office and resolve the matter. Any returned cheques not resolved within this period will be turned over to collections. All returned cheques will be assessed a minimum \$25 returned cheques fee. If a Member passes a second non-sufficient funds cheques, that Member will be subject to immediate termination.
7. BNI[®] is a marketing service provided by BNI[®] Global, LLC. BNI[®] or any of its Franchisees/Sub Franchisees reserve the right to discontinue a Member's participation in this program.
8. A Member requesting a transfer from their current Chapter to a new Chapter will be required to submit a completed new Member application to the Membership Committee of the new Chapter. In addition, if the Member has less than 12 months of paid membership credit, they must submit a renewal payment. Or, if the Member has more than 12 months of paid membership credit, no additional investment is required. Upon acceptance into the new Chapter, the credit from their previous Chapter will be added to their membership in the new Chapter as well as the renewal time, if applicable.

BNI[®] Program Guidelines

1. Membership Committees may put a Member on probation or open a Member's professional classification and terminate the Member's membership for failure to comply with the Member Policies, the Code of Ethics or BNI Core Values.
2. BNI is a private marketing service business provided by the Sub-Franchisees of The BNI Australia Trust. BNI, or any of its Sub-Franchisees, reserve the absolute right to terminate a member's membership and discontinue a member's participation in the organisation and/or chapter for any reason and at their sole and absolute discretion. If a member's membership is terminated, the member's membership will end and no refund or compensation will be given.
3. A member's membership expires at the end of the membership term. A member may apply to renew their membership. Following an application for renewal, Membership Committee's approval of the renewal, and the member's payment of the next membership period's fees, the membership will be renewed for a further membership term. The renewal of the member's membership is at the sole and absolute discretion of the Membership Committee, the Sub-Franchisee or BNI[®] Australia. If the member's membership is not renewed, the member's membership will end and the member is not entitled to any compensation whatsoever.
4. A business that has paid the membership fee for their representative has the first right to replace their representative. The proposed "new" representative must be approved by the Membership Committee. If the business does not exercise this right within 14 days of the cessation of the "current" representative's participation in BNI[®] on behalf of the business, the "current" member representative may become a member in their own right or as a representative of a new business by submitting a new Application Form with payment, if applicable. We suggest that arrangements regarding BNI[®] membership be clarified between the representatives and their businesses "before" submitting an Application Form.
5. Fees paid or unused certificates of credit are only transferable from one person to another if they are from the same business, and cannot be transferred between existing members (ie memberships cannot be merged). The replacement applicant must be approved by the Membership Committee.
6. Each chapter is part of BNI's operations and intellectual property. All property of a chapter is the property of BNI[®]. A chapter is not a legal entity. The members of a chapter must not register a business name, register an Australian Business Number (ABN), register a domain name, enter into a contract or do anything else in the name of or for and on behalf of a chapter. A chapter may open a bank account with the express consent of the appropriate BNI[®] Sub-Franchisee entity.
7. Members are not agents of BNI[®], but are permitted by BNI[®] to be a member of and involved in a chapter and use the BNI[®] system strictly under the terms of the policies and guidelines and only while a member.
8. All members are expected to contribute to the Chapter's management by serving at least one term on the Leadership Team.
9. BNI[®] is the only entity entitled to represent BNI[®] in any relationship with the public via the media.
10. Each member agrees not to take any action or make any claim against any member of the Chapter or the Leadership Team for any matter relating to BNI[®]'s business. If a member does so, they must indemnify the member or the member of the Leadership Team for any and all losses suffered as a consequence (including but not limited to legal costs) and their membership of BNI[®] may be immediately terminated.
11. Each member will indemnify BNI[®] against any liability for statements or actions the member may make or take that result in liability for BNI[®].
12. Multi-level marketing members of BNI[®] should represent their products and services and not the business opportunity element of their business.
13. BNI[®] Program Guidelines are subject to change. The current version of these Guidelines can be found any time in the BNI[®] member section of www.bni.com.au or can be requested by e-mail from admin@bni.com.au