



1100 Johnson Ferry Road Suite 300
 Atlanta, Georgia 30342
 Phone: (404) 252-3663 – Fax: (404) 252-0774

For Office Use Only:
 Date _____
 Check #/Amt. _____
 Date approved _____

MEMBERSHIP APPLICATION

In order for the Credentials Committee to process your application in a timely manner, it must be completely filled out, signed and returned with a check for membership dues.

MEMBERSHIP CATEGORIES	<p>Companies may hold membership in only one of three AFRDS membership categories: Please select the most appropriate from among the following (check one):</p> <p><input type="checkbox"/> Distributors: Companies that market and distribute products/programs to individuals or groups, primarily school groups & not-for-profit organizations, for resale or use in fund-raising. To qualify for a distributor membership, companies must have been operating in the fund-raising industry as a distributor for a minimum of one year.</p> <p><input type="checkbox"/> Suppliers: Companies that produce, manufacture, import, broker or otherwise supply products or services for sale on a wholesale basis to jobbers, wholesalers or distributors in the industry. To qualify for a supplier membership, companies must have been operating as a supplier in the fund-raising industry for a minimum of one year. <i>NOTE: As a requirement of membership, supplier members must exhibit at the AFRDS Annual Convention and Trade Show.</i></p> <p><input type="checkbox"/> Affiliates: Companies that provide ancillary services to the industry, such as consultants, graphic artists and printers.</p>
CONTACT INFORMATION	<p>Company: _____</p> <p>Address: _____</p> <p>City/Province: _____ State/Country: _____ Zip/Postal Code: _____</p> <p>Phone: _____ Toll Free _____ Fax _____</p> <p>E-mail address: _____ Website: _____</p> <p>Please indicate the company officer who will serve as your company's primary point of contact to AFRDS. This person will receive AFRDS mail and be listed in the membership directory.</p> <p>Name: _____ Title: _____</p>
FUND-RAISING EXPERIENCE	<p>How and from whom did you learn about AFRDS? _____</p> <p>_____</p> <p>Please list all other company name(s) used by your company: _____</p> <p>_____</p> <p>How many years has your company been in the fund-raising industry? _____</p> <p>In which state(s) do you do business in product fund-raising? _____</p> <p>_____</p> <p>What type of product(s)/service(s) do you manufacture and/or sell for product fund-raising? _____</p> <p>_____</p> <p>Number of outside sales representatives: _____ Full Time _____ Part Time</p> <p>Relate any other information that you believe would qualify you as a member of AFRDS (for example, previous work experience in the industry): _____</p> <p>_____</p>

COMPANY NAME _____

DATE _____

<p>SPONSORS</p>	<p>List two current AFRDS member companies & contact name who have agreed to sponsor your membership application:</p> <p>Company Name _____ Contact Person _____</p> <p>Company Name _____ Contact Person _____</p>																												
<p>INDUSTRY REFERENCES</p>	<p>PLEASE CHECK ONE AND COMPLETE THE REFERENCE INFORMATION AS INSTRUCTED:</p> <p>____ <i>Distributor</i> - List three product fund-raising <u>Suppliers</u> with whom you do business. ____ <i>Supplier</i> - List three product fund-raising <u>Distributors</u> to whom you have sold. ____ <i>Affiliate</i> - List three product fund-raising <u>Distributors or Suppliers</u> with whom you do business.</p> <p>1) Company: _____ Contact Person: _____ Address: _____ Telephone: _____ City: _____ State: _____ Zip Code: _____</p> <p>2) Company: _____ Contact Person: _____ Address: _____ Telephone: _____ City: _____ State: _____ Zip Code: _____</p> <p>3) Company: _____ Contact Person: _____ Address: _____ Telephone: _____ City: _____ State: _____ Zip Code: _____</p> <p><i>Note: The application review process will be faster if references are current AFRDS members.</i></p>																												
<p>ANNUAL DUES</p> <p>Dues are annual from AFRDS fiscal year, July 1 thru June 30.</p> <p>Dues are prorated 50% Feb. 1 thru March 30. April 1 thru June 1 - 25% goes to the current year and 75% to the next year.</p>	<table border="0"> <thead> <tr> <th><u>Gross Annual Sales in fund-raising/direct selling</u></th> <th><u>Distributor</u></th> <th><u>Supplier*</u></th> <th><u>Affiliate**</u></th> </tr> </thead> <tbody> <tr> <td>Under \$2,500,000</td> <td>\$ 295</td> <td>\$ 800</td> <td>\$ 800</td> </tr> <tr> <td>\$2,500,000 - \$ 4,999,999</td> <td>\$ 395</td> <td>\$1,000</td> <td>\$ 800</td> </tr> <tr> <td>\$5,000,000 - \$ 9,999,999</td> <td>\$ 750</td> <td>\$1,250</td> <td>\$ 800</td> </tr> <tr> <td>\$10,000,000 - \$19,999,999</td> <td>\$1,000</td> <td>\$1,500</td> <td>\$ 800</td> </tr> <tr> <td>\$20,000,000 or greater</td> <td>\$1,500</td> <td>\$1,750</td> <td>\$ 800</td> </tr> <tr> <td>Initiation</td> <td>N/A</td> <td>\$2,000*</td> <td>N/A</td> </tr> </tbody> </table> <p>*In addition to annual dues, all supplier applicant companies must pay a one-time initiation fee of \$2,000 upon the company's approval as an AFRDS member.</p> <p>**Affiliate members are entitled to all privileges of membership except the rights to vote, hold office or serve as a director, or participate in Association trade shows.</p>	<u>Gross Annual Sales in fund-raising/direct selling</u>	<u>Distributor</u>	<u>Supplier*</u>	<u>Affiliate**</u>	Under \$2,500,000	\$ 295	\$ 800	\$ 800	\$2,500,000 - \$ 4,999,999	\$ 395	\$1,000	\$ 800	\$5,000,000 - \$ 9,999,999	\$ 750	\$1,250	\$ 800	\$10,000,000 - \$19,999,999	\$1,000	\$1,500	\$ 800	\$20,000,000 or greater	\$1,500	\$1,750	\$ 800	Initiation	N/A	\$2,000*	N/A
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<p>ENDORSEMENT OF AFRDS STANDARDS AND CODES</p>	<p>AFRDS members have established the following Standards for Professional Practice and a Code of Ethics to guide AFRDS members in their relationships with clients and with other members of the product fund-raising industry. A condition of membership within the Association involves a willingness to be guided by the AFRDS Code and Standards, which are a part of this application. These guidelines shall be made public so that their tenets may be shared, reacted to and evaluated by all persons associated with the industry.</p>																												



**STANDARDS
FOR
PROFESSIONAL
PRACTICE**

The Association of Fund-Raising Distributors & Suppliers has adopted the following Standards for Professional Practice to enhance professionalism and promote the highest ethical standards in the product fund-raising industry. These Standards are in accordance with the AFRDS Code of Ethics.

Professional Standards for All AFRDS Members.

- a. Members shall bring credit to the product fund-raising industry through all of their actions.
- b. Members shall comply in spirit as well as to the letter of all applicable local, state, provincial & federal law.
- c. Members shall act according to the highest standards set forth in the AFRDS Code of Ethics.
- d. Members shall market products, programs and services that are in the best interests of student and volunteer sellers.
- e. Members shall be responsible for the actions of their employees and/or sales persons, including independent contractors.
- f. Members shall represent themselves clearly and accurately to all entities within and outside of the product fund-raising industry.
- g. Members shall not make untrue or misleading statements about competitors or other companies operating within the product fund-raising industry.
- h. Members shall not engage in unfair or deceptive business practices.
- i. No member shall knowingly interfere with the contractual relationships of any party or entity.

Professional Standards for Working with Non-Profit Organizations.

- a. Members shall keep the safety of children involved in fund-raising campaigns as a prime concern.
- b. Members shall present products, programs and services accurately and completely, and in no way take advantage of a fund-raising project leader's possible lack of expertise or experience.
- c. Members shall not use profit percentage figures in a misleading fashion.
- d. Members shall disclose to prospective customers which goods and services are included in the total program package and which are not.
- e. Members shall provide services and goods as promised.
- f. Members shall be fair in settling disputes over price or merchandise.
- g. Members shall be sensitive to the potential negative impact on students or volunteers of placing undue emphasis on sales incentives.
- h. Members shall not engage in practices or activities that could degrade the industry in the eyes of children, parents or project coordinators.

Professional Standards for Supplier/Distributor Relationships.

- a. Suppliers shall deliver to distributors products identical to, or of equal quality to, those sent for sampling.
- b. Suppliers shall not substitute merchandise without consulting the distributor.
- c. Distributors shall not use one manufacturer's printed literature to sell merchandise, and then deliver merchandise of another manufacturer.
- d. Distributors shall pay for merchandise within agreed terms.

Professional Standards for Supplier/Broker Relationships.

- a. Suppliers shall make a full and honest accounting of all sales and commissions.
- b. Brokers shall inform suppliers of any potential conflicts of interest resulting from a broker's representation of similar products from other suppliers.
- c. Brokers shall protect the interests of its customers by researching prospective suppliers' ability and willingness to meet the unique supply demands of the fund-raising market.
- d. Brokers shall not be party to any transaction that is not fair to the broker's suppliers and distributors.

Professional Standards for Broker/Distributor Relationships.

- a. Brokers and distributors shall not disclose mutually shared, privileged information to unauthorized parties.

COMPANY NAME _____

DATE _____



CODE OF ETHICS

These principles of professional conduct are to guide AFRDS members in relationships with clients and with other members of this industry. A condition of membership within the Association involves a willingness to be guided by the statements that constitute this present Code of Ethics or any subsequent revisions. These ethical guidelines shall be made public so that their tenets may be shared, reacted to and evaluated by all persons associated with the industry.

- We, as members of the Association of Fund-Raising Distributors & Suppliers, will be guided in all of our activities by truth, accuracy, fairness and the highest integrity.
- We will, at all times, provide quality products and quality professional services that ensure maximum effectiveness for our clients' investment of time and money.
- We will keep fully informed of the latest techniques, developments and knowledge that pertain to the industry's effectiveness.
- We will utilize every opportunity to enhance the public image and the growth of the industry as a professional service.
- We shall not use our membership in the Association or official positions within the Association in any manner that would suggest the seeking of unwarranted financial gain or unwarranted benefits, advantages or privileges for ourselves.
- We accept this Code of Ethics as a condition of membership in this Association. As professionals, we share the responsibility for the impact of our activities with all sectors served by the industry.
- We signify our agreement by membership in this Association that standards must be maintained that are acceptable to ALL segments of the industry, from the suppliers to users of the products and services provided.

We pledge to maintain these standards.

SIGNATURE

We pledge that our company has maintained, and will continue to maintain, the standards set forth in the AFRDS Code of Ethics and Standards for Professional Practice.

Signed: _____

Title: _____

Date: _____

Company: _____

RETURN WITH DUES PAYMENT TO:

PLEASE NOTE: First year's dues **MUST** accompany this application. While contributions or gifts to this association are not tax deductible as charitable contributions for Federal Income Tax purposes, they may be tax deductible under other provisions of the Internal Revenue Code.

AFRDS
PO Box 116589
Atlanta, GA 30368-6589

If for some reason your company does not qualify for membership in AFRDS, we will refund your dues payment.