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Secretary:
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For office use only

Date received:

Date sent to Assessment Team:

Contact date:

Assessment date:

Assessment officer:

Approved by Board:

Comments:

CAI Ltd
Application Form

(Please complete all sections. Attach any additional information on a separate sheet).

1 Company Name

Main Contact Name

2 Address

Postcode

Telephone Fax Mobile

Email

Website

3 Date Commenced Trading

4 Company Registration (if a Limited Company)

Date Registered

Number

5 Names of Proprietors/Partners/Directors

Name	Title	Years in Trade
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

6 Other Company Names or Branch Offices

Name	Address	CAI Registration required?
<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

If additional names/branches are required, please use a separate sheet.

7 Membership Category(ies) applied for (tick appropriate box/boxes)

Category	Number of Employees			
Domestic Installer <i>Single dwelling, Individual, Terrestrial & Satellite</i>	1-2 <input type="checkbox"/>	3-5 <input type="checkbox"/>	6-12 <input type="checkbox"/>	13-32 <input type="checkbox"/>
	33-62 <input type="checkbox"/>	63-99 <input type="checkbox"/>	100+ <input type="checkbox"/>	
Home Networking & Connectivity <i>Fibre Optics, IPTV, Telecommunication & Broadcast Infrastructure in the home & commercial premises.</i>	1-2 <input type="checkbox"/>	3-5 <input type="checkbox"/>	6-12 <input type="checkbox"/>	13-32 <input type="checkbox"/>
	33-62 <input type="checkbox"/>	63-99 <input type="checkbox"/>	100+ <input type="checkbox"/>	
Systems Installer <i>MATV / SMATV / Telecommunications Systems Design, Installation and Maintenance</i>	1-2 <input type="checkbox"/>	3-5 <input type="checkbox"/>	6-12 <input type="checkbox"/>	13-32 <input type="checkbox"/>
	33-62 <input type="checkbox"/>	63-99 <input type="checkbox"/>	100+ <input type="checkbox"/>	
Manufacturer / Distributor	1-5 <input type="checkbox"/>	6-29 <input type="checkbox"/>	30-99 <input type="checkbox"/>	100+ <input type="checkbox"/>
Retail / Rental Company <i>Small Local Company or National Company</i>	Small (Local) <input type="checkbox"/>		National (Multiple) <input type="checkbox"/>	
Affiliate <i>Broadcasting Organisations Associated Organisations & Advisory/Regulatory Bodies</i>	Yes <input type="checkbox"/>	<input type="text" value="please specify"/>		
Consultant <i>Individual or Company providing Advisory, Planning, Conciliation or Arbitration services to the Industry</i>	Yes <input type="checkbox"/>	<input type="text" value="please specify"/>		

8 Any other Trades your business undertakes

(eg monitoring and control, access systems, mobile communications, TV rental, repairs, video conferencing, etc)

9 Geographical Areas Covered (Postcodes are useful, otherwise counties, or a town radius)

10 Financial Status (Average annual turnover)

Turnover Band	Tick	VAT Number
Up to £30,000		
£30,000 - £150,000		
£150,000 - £500,000		
£500,000 upwards		

Date of Registration

11 Insurance Status (The CAI requires all **domestic installer category members** to have a minimum of **£2M Public Liability** cover and **systems installer category members** to have a minimum of **£5M Public Liability** cover, sometimes referred to as Tradesman's Liability. In addition, if you employ staff, you are required by law to have **Employer's Liability** cover).

Type of Cover	Insurance Company	Amount of Cover	Expiry Date
Public Liability		£	
Employer's Liability		£	

12 Training and Qualifications (Name of any personnel in the Company who have any relevant qualifications or have been on any appropriate training courses. Please continue on a separate sheet if necessary)

Name	Training / Qualification(s)

13 Additional Requirements

The **CAI plus** scheme indicates to the public that CAI engineers are trained, regulated to a high standard and are professional. It is a mandatory requirement that if you wish to become a CAI member, you will also be included in the **CAI plus** scheme. You will be required to supply three pieces of evidence for 50% of your engineers. Please send the evidence listed below with your application or alternatively this can be forwarded at a later date but prior to membership being granted.

It is also a requirement that **all vans carrying 'CAI plus' logos** will be manned by at least **one engineer** providing satisfactory evidence of competence.

Mandatory Evidence for CAI plus Status	Tick	No enclosed
1. Basic Disclosure / Criminal Record checks.	<input type="checkbox"/>	
2. Application of Safe Working Practice - Working Safely at Height certificates.	<input type="checkbox"/>	
3. Certification proving CAI minimum standard liability insurance - Employer's Liability or Public/Tradesman's Liability.	<input type="checkbox"/>	

14 Litigation

Has the company, proprietor, partners or directors been involved, or in the process of, litigation through bad debt, questionable workmanship, sharp practice or found liable in a court of law of wrongful or fraudulent trading? Please give brief details.

15 How did you hear about the CAI?

Trade Shows (please name)

CAI Member Company (please name)

Trade Magazine

Social Network Site

Search Engine

Client Request

CAI Website

Word of Mouth

Other

16 Declaration

I declare (on behalf of the Company) to the best of my knowledge and belief that the information given is true and complete. If accepted, I agree to abide by the CAI Regulations and the CAI Memorandum and Articles of Association.

Signed	<input style="width: 100%; height: 20px;" type="text"/>	Name	<input style="width: 100%; height: 20px;" type="text"/>
Position	<input style="width: 100%; height: 20px;" type="text"/>	Date	<input style="width: 100%; height: 20px;" type="text"/>