



International Marine Purchasing Association

Membership Terms and Conditions

Latest revision: 02/2020

1. GENERAL

These terms and conditions form the basis of the contract through which the International Marine Purchasing Association ("IMPA", "we" or "us") will deliver a service to you as an IMPA member ("you"). On becoming a member of IMPA, you are automatically agreeing to these terms and conditions and you are providing us with the appropriate consent to handle your personal information in accordance with the Data Protection Act 2018 (UK) and the General Data Protection Regulation (GDPR) (EU) 2016/679.

2. MEMBERSHIP TERMS

- 2.1. To become a member of IMPA, please complete the application form available at www.impa.net. Please note that all future communications and membership documents will be addressed to you in accordance with the way that you enter your name on the online application form.
- 2.2. When joining as a member online, a contract is made between you and IMPA when: (1) your membership registration has been completed, (2) your application has been approved by us, (3) payment has been received in full, and (4) a welcome email has been sent to you.

When joining as a member by any other method, a contract is made between you and IMPA upon: (1) the successful processing of your application and (2) the receipt of payment in full.

By submitting an online membership application, the applicant agrees to these Terms and Conditions.

- 2.3. Membership applications will be considered by IMPA who retains the right to refuse applications.
- 2.4. All information provided by you to us must be true and accurate at the point of applying. In the event of any change of circumstances, such as change of contact details or moving jobs, you must notify IMPA in writing, preferably by email, or by telephone, so that our records are up to date.
- 2.5. We aim to process membership applications within two weeks; however, please allow up to 28 days for your membership application to be processed. If you become aware of any errors on your membership application form subsequent to submitting it to IMPA, please contact the Membership team at membership@impa.net or by telephone on +44 (0) 1206 798900.

3. MEMBERSHIP BENEFITS

- 3.1. Membership of IMPA will belong in one of the following three categories: Purchaser, Corporate Purchaser or Supplier.
- 3.2. As an IMPA member, you will receive a wide range of benefits. Membership packages may vary according to the grade of membership held and the General Council's decision for the current year. A typical membership package may include, but is not limited to:
 - Printed copies of IMPA's official journal for maritime procurement and supply chain management, Marine Trader;

- Access to the information network and exchange;
- Full access to the IMPA Library and Resource Centre;
- Discounted rates on the annual IMPA London conference;
- Discounts from products and services managed by our partners.

3.3. We reserve the right to change benefits that apply to your IMPA membership at any time without notice.

4. MEMBERSHIP PAYMENTS, RENEWALS AND CANCELLATIONS

4.1. Membership is fixed for a period of one calendar year starting from the 1st of the month after your approval date. Membership will be activated on receipt of payment.

4.2. Payment must be received within 30 days of receipt of the invoice unless otherwise specified. If payment is not received within 30 days, the member's application is put on hold for a further six months, after which is removed from our system.

4.3. Payment can be made by cheque, BACS or SWIFT. If membership payment remains outstanding, we will notify you by telephone, email or letter. Please allow up to 7 working days for the payment to be cleared before contacting us to enquire about the status of your application.

4.4. It is the member's responsibility to advise IMPA of their intention not to renew their membership. Subscription payments not received within one month (unless otherwise specified) of becoming due will result in the membership being considered lapsed and all services may be suspended pending payment.

4.5. To cancel your membership, you will need to notify us in writing at least one month before your subscription renewal is due. Where possible, we request that you state the reason for cancelling your membership, which will be recorded for internal use only.

4.6. Please note that no refunds will be given for cancelled membership.

5. LAPSED MEMBERSHIPS

5.1. If your membership has lapsed for a period of two years or more, you will be required to complete a new membership application form.

5.2. If your membership has lapsed for a period of less than two years, please contact the Membership Team at membership@impa.net or by telephone on +44 (0) 1206 798900.

6. CODE OF PROFESSIONAL CONDUCT

6.1. IMPA requires all members to adhere to professional standards, including complying with the bylaws of the International Marine Purchasing Association, available at www.impa.net.

- 6.2. Members shall establish, maintain and develop business relationships based on confidence, trust and respect, and they shall not encourage or collude with others who may be engaged in unlawful conduct.

7. TERMINATING MEMBERSHIP

- 7.1. IMPA reserves the right to revoke or decline to renew membership at its entire discretion. For example, this may be exercised if, in our opinion, your conduct has damaged our reputation or if you have abused or misused your membership privileges.

8. PRICE INFORMATION

- 8.1. All membership fees are displayed on www.impa.net.
- 8.2. We reserve the right to increase the price of the membership subscription. You will be informed of any fee increase within your renewal email.

9. INFORMATION SERVICES

- 9.1. Diligence and care should be taken when using the information provided. All services are subject to copyright law. We use our best endeavours to ensure all information provided by us is as up-to-date as possible; however, you should not rely on the information provided as the sole basis for making business, legal or other decisions. You should seek independent advice before making any such decisions.
- 9.2. The content of all IMPA publications are the opinion of the author.

10. DATA PROTECTION STATEMENT

- 10.1. IMPA is fully committed to compliance with the Data Protection Act 2018 (UK) and the General Data Protection Regulation (GDPR) (EU) 2016/679.
- 10.2. The personal data you supply will be used to process your membership subscription and to administer your membership. If you provide us with your email address, we may send information related to IMPA that we deem of interest to you.
- 10.3. We do not pass data to any third party without your consent. Should we ever request any personal information from you, we will do our best to advise you how the information will be used, who will see it, why they need it and what they will do with it.
- 10.4. If you believe that any of the information we hold concerning you is incorrect or out of date, please provide us with the accurate information by emailing membership@impa.net or phoning us on +44 (0) 1206 798900.

11. USE OF WWW.IMPA.NET AND WEB FORUMS

- 11.1. When using www.impa.net and web forums, it is your responsibility as an IMPA member to keep your membership details confidential.
- 11.2. IMPA expects all members to post ideas and comments on IMPA web forums, in a professional and appropriate manner. The full Terms of Use can be found at www.impa.net.

12. LIABILITY

- 12.1. Our liability to you will not extend to any membership-related benefits, goods or services provided by an external provider. We specifically exclude liability for any loss or damage suffered by you as a result of your involvement in whatever manner with an external provider. Our liability to you arising from this membership contract shall not in any event exceed the cost of your annual membership.
- 12.2. Every effort is made to ensure the accuracy of Marine Trader and other published information; however, neither we, nor the authors can accept liability for errors within the magazines. Our liability to you in the event of magazines being lost in dispatch shall, at our discretion, be limited to a replacement.

13. GOVERNING LAW AND JURISDICTION

These terms and conditions shall be governed by and construed in accordance with English law, and you irrevocably submit to the exclusive jurisdiction of the courts of England.

14. IMPA BRAND

As an IMPA member, you are permitted to use the 'IMPA Member' logo on your stationery, website and marketing materials. You should follow the guidelines for use of the logo, which can be found in the Members' Area of the IMPA website. Should your membership become lapsed, cancelled or revoked, you will be required to remove all reference to IMPA from your company materials, including the 'IMPA Member' logo.

15. IMPA BANK DETAILS

	GBP Account	EUR Account
Account Name	IMPA	IMPA
Account Number	23218368	43449577
Sort Code	20-74-12	20-74-12
IBAN	GB13 BUKB 2074 1223 2183 68	GB66 BUKB 2074 1243 4495 77
SWIFT/BIC	BUKBGB22	BUKBGB22
Address	Barclays Bank PLC, 16-18 St Peters Street, St Albans, AL1 3LP, UK	Barclays Bank PLC, 16-18 St Peters Street, St Albans, AL1 3LP, UK

16. CONTACT DETAILS: QUERIES, COMMENTS AND COMPLAINTS

Telephone: +44 (0) 1206 798900

Email: membership@impa.net

Postal Address: IMPA Secretariat Office, East Bridge House, East Street, Colchester, Essex, CO1 2TX, United Kingdom