
Please read and complete all parts of this form and send it to the National Bed Federation, High Corn Mill, Chapel Hill, SKIPTON, North Yorkshire BD23 1NL together with required supporting documentation.

If you would like further information or any part of this application clarified further, we should be pleased to assist. Please call us on 0845 055 6406 or email: info@bedfed.org.uk

Company Name:

Trading Name or names: (if different from above)

Company Registration No:..... Date of Incorporation.....

Business Address.....

.....

.....Postcode:.....

Telephone No: Fax No:

Website:

Names of any parent/subsidiary/associated companies

.....

.....

N.B. It is not possible for one of a group of related companies to join the NBF in isolation, if those related companies are also making and/or selling beds. "Related" might be sister or subsidiary organisations; or companies with directors or owners in common. **Membership should rest with the "parent" holding company and the relevant bedding related turnover of all related or subsidiary companies must be taken into account.**

Declaration of Eligibility

We (company name) hereby make application to become a MEMBER of the National Bed Federation Ltd.

In making such application, I/we confirm that we satisfy the NBF's terms of eligibility as follows:

1. a) We are a UK/Eire based manufacturer of (please tick all that apply):

- mattresses divan sets sofa-beds bedsteads
- divans & bases futons waterbeds headboards
- bunk beds & cabin beds

**The company must be manufacturing a reasonably substantial proportion of their products in the UK (as a guide, 50% would be considered substantial). Assembling from flat pack, finished, boxed products does not constitute manufacturing.*

1. b) We also supply (please tick all that apply)

- mattresses divan sets bedsteads divans & bases
- headboards sofa-beds waterbeds futons
- pillows duvets toppers bunk beds & cabin beds
- other (please specify).....

** The above may apply to products that are wholesaled or imported without affecting your eligibility for membership as long as the requirements of 1a) are met.*

OR

1. c) We are a supplier of component parts to the UK bed manufacturing industry.

1. d) We also supply (please tick as appropriate)

- pillows duvets toppers other (please specify).....

AND

2. I/We have been trading in the UK for a minimum of 12 months.

Membership Charter

It is a condition of membership that all members agree that they are/will comply with the following:-

1. That I/we understand and adhere fully to the requirements of the UK flammability regulations for foam and fillings; and to the requirements for mattresses to comply with the General Product Safety Regulations and we undertake to indemnify the National Bed Federation with respect to any losses it might suffer as a result of non-conformity.
2. That I/we conduct our business operations so as to fulfill all relevant legal obligations (both general and specific to the nature of its business) to promote and foster high standards of consumer, customer and employee safety; and generally to operate in an ethical manner conducive to fair competition and fair dealing with employees, customers and suppliers.
3. That I/we agree to use the NBF and Sleep Council logos only in accordance with usage guidelines – and upon termination of membership to remove all logos from premises, literature, labelling, advertisements, stationery, websites, etc within six months.

Subscription Band

Membership subscriptions are to be based on a self-declaration of bedding turnover.

- a) For manufacturer membership, this is the total net sales revenue of mattresses, divan sets, bedsteads, divans & bases (sold separately), headboards, bunk beds & cabin beds, waterbeds, futons, mattress protectors, duvets, pillows and toppers manufactured plus any re-making & re-conditioning etc.
- b) For supplier members it is the total net sales revenue of all bedding components/products.
- c) For overseas supplier members it is the total net sales revenue of all bedding components/products supplied to UK/Eire bedding manufacturers/other UK customers.

Please state your annual relevant bedding related turnover (last audited accounts)

Your year end is:.....

Please enclose a copy of your most recent audited accounts or authorised verification of your UK turnover.

Please indicate the relevant subscription band and your preferred payment frequency for that band.

UK Bedding Turnover		Annual Fee	Payment
<input type="checkbox"/> Band 1	£0 - £1,000,000	£700	<input type="checkbox"/> Annually in January
<input type="checkbox"/> Band 2	£1,000,001 - £5,000,000	£1,500	<input type="checkbox"/> Annually <i>or</i> <input type="checkbox"/> Jan and July
<input type="checkbox"/> Band 3	£5,000,001 - £10,000,000	£3,000	<input type="checkbox"/> Annually <i>or</i> <input type="checkbox"/> Jan, May, Sept
<input type="checkbox"/> Band 4	£10,000,001 - £25,000,000	£5,000	<input type="checkbox"/> Annually <i>or</i> <input type="checkbox"/> Jan, April, Jul, Oct
<input type="checkbox"/> Band 5	£25,000,001 Plus	£10,800	<input type="checkbox"/> Annually <i>or</i> <input type="checkbox"/> Jan, April, Jul, Oct

N.B. There is also an initial one-off joining fee of £750 in addition to the relevant subscription.

Additional Information required:-

Number of employees:

Names of Directors and Principals:

.....

Name of main contact to receive NBF information:

Email: Direct Telephone No:

Mobile No:.....

Range of products or nature of business activities appropriate to the bed industry:

.....

.....

Any brand names or registered trade names appropriate to the bed industry:

.....

.....

Important: Membership Terms (please read carefully)

All membership applications will be submitted to the general membership prior to final approval/rejection solely at the discretion of the Executive Board, whose decision is binding.

Applications will generally only be considered quarterly, at Executive Board meetings. Applicants will be notified of the date of the next board meeting on receipt of a completed application form.

The minimum membership period is annual, January to December. Any company joining part way through a year is liable for the pro rata costs of that year PLUS payment in full for the following year.

Notice to cease membership must be received in writing by the end of October. If no such notice is received, it shall be deemed that membership from the following January will continue for a further 12 months.

Membership subscriptions are to be based on a self-declaration of bedding turnover. For manufacturer membership, this is the total net sales revenue of mattresses, divan sets, bedsteads, divans & bases (sold separately), headboards, bunk beds & cabin beds, waterbeds, futons, mattress protectors, duvets, pillows and toppers manufactured plus re-making & re-conditioning.

For supplier members it is the total net sales revenue of all components/bedding products supplied to UK/Eire bedding manufacturers/other UK customers.

For overseas supplier members it is the total net sales revenue of all bedding components/products supplied to UK/Eire bedding manufacturers/other UK customers.

Declarations of turnover for the last financial year are due no later than 30 November annually. If your declaration is not received by the due date your turnover will be estimated and subscription calculated accordingly, based on previous information supplied.

All members must also annually renew their declarations of eligibility and compliance to UK FR and General Product Safety regulations and compliance requirements.

Subscriptions will be invoiced in January with subsequent invoices at regular intervals for members choosing quarterly, half yearly or tri-annual payments. All invoices are due within 30 days from date of invoice.

Late payment of subscriptions may incur additional administration charges of 5% per month.

Failure to pay within three months of the due date may result in suspension of membership services and withdrawal of benefits until payment is brought up to date.

The NBF reserve the right to verify the declaration of turnover of members on a random basis.

Authorisation

I/we confirm I/we have read, understand and agree to abide by the above Terms of Eligibility, Membership Charter and Membership Terms

Signed:.....

Name:..... Position:.....

Date:.....

* No application will be considered without the authorisation/signature of a director or other responsible officer of the company

The undermentioned will support our application:

Both a proposer and a supporter must be supplied. Both must have been an NBF member for at least 12 months. One of the two must be a Manufacturer member. The individuals concerned must be senior executives of said Member companies.

Proposer:

Name:Company:

Supporter:

Name:Company: