



THE MEMBERSHIP SCHEME

Membership of the Surrey Arts Wardrobe offers benefits tailored to support groups and larger scale productions. The Membership scheme is for schools, amateur groups, stage schools, production companies, other professional companies and professional individuals. Becoming a member gives you the following discounts and benefits:

- 2 Membership cards
- 15% discount off all hire charges
- No deposit fees
- No minimum spend per hire
- 1 free 7 day “borrow” week for fitting purposes
- Eligibility for additional and extended “borrow” weeks for fitting purposes
- Discounted rates for workshops and events
- Receive newsletters, information and special offers first
- Be invoiced for costumes hired * amounts over £25.00
- Additional methods of payment

Becoming a member of the Surrey Arts Wardrobe requires being set up as an official Surrey County Council customer. If you are joining on behalf of a group, company or institution please provide proof that you are authorised to do so. This could be an email, a letter on headed notepaper or suitable identification that designates that you are eligible to set up membership.

Membership will commence on; completion of the attached application form, provision of proof of authorisation to join and receipt of the membership fee. The annual fee from membership is:

Within Surrey – Annual Membership fee: £50.00

Outside Surrey – Annual Membership fee: £70.00

Membership benefits last for 12 calendar months. You will be sent an email to inform you that your

membership is up for renewal approximately one month prior to your renewal date. If you decide not to renew at that time your information will be held in a database so that your membership can be reactivated at a later date.

The terms and conditions of membership and the general wardrobe terms and conditions are available in large print versions if required.

Please keep this information for future reference.

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| Membership No: |
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|---------------|
| Renewal Date: |
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MEMBERSHIP APPLICATION FORM

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|--------------------------|--|---------------------------|--|
| New Membership: | | Renewal: | |
| Within Surrey: £50.00 | | Outside Surrey: £70.00 | |
| Group Name: | | | |

Please provide full contact details for at least one person who will be the main contact for the Wardrobe.

| Contact 1 | Contact 2 |
|---------------|---------------|
| Contact name: | Contact name: |
| Contact Role: | Contact Role: |
| Address: | Address: |
| Tel: | Tel: |
| Email: | Email: |

In order to set up your membership we require the details of the; bursar, finance office, treasurer or appropriate person who will be the main contact for the Surrey County Council finance department and responsible for the payment of invoices. This person may differ from the main contacts for the Wardrobe.

| | |
|-----------------------|-----------------------|
| Finance contact name: | Finance contact role: |
| Address: | Tel: |
| | Email: |

How did you hear about the Surrey Arts Wardrobe?

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|---------------------------|--------------------------|--------|--------------------------|--------|--------------------------|---------|--------------------------|---------|--------------------------|---------|--------------------------|
| I am a returning Customer | <input type="checkbox"/> | Friend | <input type="checkbox"/> | School | <input type="checkbox"/> | Leaflet | <input type="checkbox"/> | Website | <input type="checkbox"/> | Article | <input type="checkbox"/> |
|---------------------------|--------------------------|--------|--------------------------|--------|--------------------------|---------|--------------------------|---------|--------------------------|---------|--------------------------|

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| FOR WARDROBE USE ONLY | | |
| Paid: | Allocate number: | Request SCC customer set up: |
| Date: | Add to database: | SCC customer no: |
| Receipt no: | Card made: | |
| Proof of authority provided: | Card sent: | |