

ADVOCACY

EMPLOYMENT

EVENTS

NEWS

TRAINING

ACAPMA

Membership Application Form



Membership

Completion of this application form will provide the details required by the Board to assess and approve ACAPMA Membership requests.

If you have any questions about this process, eligibility or require any assistance in completing this application please contact ACAPMA on 1300 160 270.

Eligibility

ACAPMA Membership is open to all persons and parties engaged in the petroleum distribution and petroleum convenience retail industry. This includes persons or parties engaged in the transportation, storage and sale in bulk of petroleum and related products, as well as petroleum and convenience retail.

Privacy

The information contained in this application shall be used by the Board to determine the appropriateness of awarding ACAPMA Membership and at which level. Specific information on the size, structure and nature of the applicants business will not be disclosed outside of this process.

Upon acceptance of this membership application some information provided in this form may be used in the following ways:

- » General information, such as company name, postal address and phone number will be added to the ACAPMA Member List which may be provided to other ACPAMA Members
- » Descriptive information, such as that provided specifically for public release (ie. the text provided for listing in the ACAPMA Network Directory) will be added to the publicly available ACAPMA Network Directory.

Contact ACAPMA

Address: Suite 3, Level 7, 3 Spring Street, Sydney, NSW, 2000

ABN: 71 506 540 351

Phone: 1300 160 270

Fax: (02) 8078 0629

Email: communications@acapma.com.au

Website: www.acapma.com.au

Australasian Convenience and Petroleum Marketers Association (ACAPMA) is a not for profit, other unincorporated entity and Registered Organisation under the *Fair Work Australia (Registered Organisations) Act 2009*. ACAPMA is overseen by a member sourced Board of Management and the registered ACAPMA Constitution. ACAPMA is run to benefit their Members and the industry.

Please return this completed form to ACAPMA
Suite 3, Level 7, 3 Spring Street, Sydney, NSW, 2000 | communications@acapma.com.au



Membership Options & Costs

Retail only Member

Between 1 and 5 retail sites	\$810 per annum
Between 6 and 10 retail sites	\$2,310 per annum
More than 10 retail sites	\$4,620 per annum

Distributor only Member

Small to medium	\$2,310 per annum
Large	\$4,620 per annum

Distributor Retailer Member

\$4,620 per annum

All categories listed above are voting memberships and prices are current as of the 2018/19 financial year and include 10% GST.

ACAPMA Membership is charged annually, invoiced on 1 July for the financial year. Any memberships sought after 1 July will be charged on a pro-rata basis.

ACAPMA retains the right to determine membership categories based on the information provided within the application.



Membership Application Letter

Please complete the following “Membership Application Letter” as part of your application.

To the ACAPMA Board,

I would like to submit for consideration as an ACAPMA Member in the following category:

- | | |
|---|---|
| <input type="checkbox"/> Retail only between 1-5 sites | <input type="checkbox"/> Distributor only - small to medium |
| <input type="checkbox"/> Retail only between 6-10 sites | <input type="checkbox"/> Distributor only - large |
| <input type="checkbox"/> Retail only more than 10 sites | <input type="checkbox"/> Distributor Retailer |

Business Name and Contact Details

Name of Business

ABN

ACN

Street address and suburb

State

Postcode

Postal address if different to above

State

Postcode

Primary Contact Name

Primary Contact Title

Primary Contact Phone

Primary Contact Fax

Primary Contact Mobile

Primary Contact Email

Brief Description of the business activities

Signature

Date



Additional Information

General

Number of retail sites: Are you a member of a retail buying group? If so, which one? (optional)

Does your business have a Retail Emergency Response Plan? Yes No

Does your business have a dedicated Safety Manager? Yes No

Does your business operate its own transport fleet? Yes No

If yes please tick the all of the boxes that apply to this Fleet: B-Double or larger Single trailer Rigid > 8T Rigid < 8T

Total Fleet size: trucks

Does your business use cartage contractors? Yes No

Does your business have a Transport Emergency Response Plan? Yes No

Employment

Number of Retail Workers: Employees Contractors

No of Driver/Warehouse Workers: Employees Contractors

No of Administrative Workers: Employees Contractors

No of Sales Workers: Employees Contractors

Does your business have a stated policy on Equal Employment Opportunity? Yes No

Does your business have a stated policy on Workplace Harassment? Yes No

Does your business have a stated policy on Health & Safety? Yes No

Does your business have a stated policy on Consumer and Competition Compliance? Yes No

Does your business have a dedicated Human Resources Manager? Yes No

HR Contact

Contact Name

Contact Title

Contact Email

Contact Telephone

Accounts Contact

Contact Name

Contact Title

Contact Email

Contact Telephone



Depot & Retail Site Information

Depot Site

Address State Postcode

Depot Site 1 Telephone Site Branding

Please tick all of the boxes that apply to this site:

Fuel Only Lube Only Fuel & Lube No Storage / Office Only Litres of Storage

What products are stored at this location:

e10 Unleaded Premium 95 Premium 98 Diesel Biodiesel Adblue LPG Lubricant

Other:

Retail Site

Address State Postcode

Retail Site 1 Telephone Site Branding

Canopy Branding Fuel & Lubricant Supplier

Please tick all of the boxes that apply to this site:

24 Hours e10 e8 ULP PULP95 PULP98 Diesel Fast Flow Diesel Biodiesel LPG
 LNG Number of Dispensers Workshop Car Wash Truck bays Cafe Restaurant ATM Adblue

Other:

If you require more space to complete depot and retail site information please send the information in a spreadsheet appended to this application.

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