**Membership Standard Charge: Order Form**

**Between**

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| **JISC SERVICES LIMITED**, (Company number 02881024) whose registered office is at 4 Portwall Lane, Bristol, BS1 6NB (**Jisc**) |
| **AND** |
| **[INSERT NAME OF MEMBER]** (Company Number [**insert company number**) whose registered office is [**insert registered office**] (**Member**). |

and relates to the Member’s membership of and access to the Federation, as defined in the UK Access Management Federation for Education and Research: Rules of Membership (**Rules**):

Revised Rules effective from 01/01/2022:

<https://www.ukfederation.org.uk/library/uploads/Documents/Rules-of-Membership-2022.pdf>

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| Jisc Contact Details: |
| Name: | Mark Williams |
| Email: | membershipfee@ukfederation.org.uk |
| Phone Number: | 0300 300 2212 |
| Member Contact’s Details: |
| Contact Name: |  |
| Email: |  |
| Phone Number: |  |
| Invoice Address: |  |

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| Order Details: |
| Order Ref: |  |
| Order Date: | Click or tap to enter a date. |
| Member’s PO Number: |  |

Jisc will provide the following:

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| **Description**  |
| Registration for up to 5 Production Service Provider entities in the Federation. |
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| **Commencement Date** | 01-01-2022 |
| **Term** | 12 months from Commencement Date |
| **Annual Membership Charge** | £1000 (ex VAT) |
| Payment Terms |
| 1. Jisc will deliver an invoice to the Member detailing the Annual Membership Charge due.
2. All invoices will be paid by the Member in full and cleared funds within 30 days of the date of invoice, to the bank account specified by Jisc in writing.
3. All such amounts shall be paid by the Member without any set-off or deduction.
4. VAT shall be added by Jisc to all invoices as appropriate and at the applicable rate and shall be payable by the Member accordingly.
5. Without prejudice to any other right or remedy that Jisc may have, if the Member fails to pay Jisc within the time period specified in paragraph 2 above, Jisc reserves the right to suspend membership of and access to the Federation until payment has been made in full.
6. No refund of membership charges will be due as a result of reductions in the number of Service Provider entities that the Member has registered in the Federation during the Term.
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| Privacy Notice: |
| By providing information in this Order Form you agree that you have asked us to process it as described in our [**standard privacy notice**](https://www.jisc.ac.uk/website/privacy-notice)**:** <https://www.jisc.ac.uk/website/privacy-notice>You may instruct us to stop processing it at any time by emailing help@jisc.ac.uk and asking to be removed from communications around this Service. Until then, we’ll use it only to contact you regarding the Service, including updates on progress and any related purchasing information. |

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| This Order Form shall be governed exclusively by the [UK Access Management Federation for Education and Research: Rules of Membership (**Rules**)](https://www.ukfederation.org.uk/library/uploads/Documents/rules-of-membership.pdf), except where excluded, varied, amended or incompatible with the text of the Order Form, in which case, the terms contained in this Order Form are to take precedence.**We accept the terms set out in this Order Form and the Rules and by the signature below agree to be bound by these.****Signed by a duly authorised officer / representative for and on behalf of the Member:** |
|  |  |  |
| **......................................................................** |  | **Title: .............................................................** |
| **Print Name: ..................................................** |  | **Date: .............................................................** |