

TERMS AND CONDITIONS

AfMA Membership Terms & Conditions

The Australasian Fleet Management Association (AfMA) may from time to time where reasonably necessary vary the terms and conditions of the AfMA Membership. AfMA will communicate any change to its membership terms and conditions via the Australasian website. Members will have no claim against AfMA by reason of any change made to its membership terms and conditions.

AfMA Membership

New Memberships

1. Membership is for one (1) year or part thereof as agreed commencing on the date your application is received.
2. All AfMA Memberships are payable in Australian dollars and include 10% GST if within Australia
3. AfMA Memberships are non-refundable.
4. Membership is activated when AfMA receive your completed application and payment.

Membership Categories

Number of vehicles	Category	Definition of Membership
Less than 250 vehicles	CM1	Entitles 1 Primary member from an Organisation
250 – 500 vehicles	CM2	Entitles 1 Primary member & 1 additional member from the same Organisation
More than 500 vehicles	CM3	Entitles 1 Primary member & 2 additional members from the same Organisation
Additional Individual Membership	CM4	An Organisation must have one of the above mentioned memberships before applying for a CM4
Retired Members	CM5	A person not associated within an Organisation
Student Membership	STU	A person that is currently undertaking the Graduate Certificate and Organisation they are employed by is a full member

Type of Supplier	Category	Definition of Membership
Vehicle Manufacturers	SM1	Entitles 1 Primary member from an Organisation
Supplier Parts & Services (incl. Fleet Management)	SM2	Entitles 1 Primary member from an Organisation
Additional Individual Membership	SM3	An Organisation must have one of the above mentioned memberships before applying for a SM3

5. AfMA members are entitled to special member rates in most cases. Such products may include but not limited to:
 - State Fleet Forum Breakfast / Lunch
 - Annual Gala Fleet Awards night in Melbourne or Sydney)
 - Annual Conference and Exhibition
6. AfMA Members are eligible to undertake the Post Graduate Fleet Management Course at Swinburne University.
7. Membership entitlements / member's rates to events are extended to Colleagues that can prove to be part of the Primary members Organisation.
8. The additional Member of a Joint Membership (CM3 or CM2) can be transferred / changed at any time during the Membership term.

Renewing Memberships

1. AfMA Memberships are renewed on a yearly basis.
2. An invoice will be sent to you upon request within 30 days of the renewing period and is payable before the expiry date.
3. AfMA Memberships will be considered "lapsed" if not renewed by the due date.
4. AfMA Members can opt out at any time from all correspondence received from AfMA.

Communications

1. The Primary Member is responsible for ensuring the details of their AfMA Membership is correct at all times.
2. AfMA reserves the right to use member particulars to communicate details informing members of AfMA events when these are conducted in your regional area or of particular interest.

AfMA Events

- All registrations to AfMA Events should advise of any special access / dietary requirements at the time of registration.
- Event registrations are non-refundable
- You may nominate a substitute if you are unable to attend an event. All substitutions must be made in writing (including a completed registration form) to info@afma.net.au
- Registrations to the Conference include all meals, access to the Exhibition Hall, concurrent workshops, plenary sessions and a delegate information bag. Where applicable.
- AfMA reserves the right to make changes or alterations to the Conference program.

Photography / Recording

- For promotional purposes, there may be a professional photographer and video production taking place during AfMA events.
- Delegates who do not wish to be photographed or recorded should advise the organisers by email to info@afma.net.au prior to the event.
- By registering for an AfMA event you are giving full authorisation to AfMA to take your photo.
- AfMA is the sole owner of such images.
- Request to obtain these images will be considered and may result in an AfMA watermark.

Speaker Terms & Conditions

- AfMA will use the speakers name and topic of interest for promoting delegate attendance at our events.
- AfMA may record/ video the speaker session.
- All recordings or video footage will be the property of AfMA.
- A Synopsis of the speaker presentation, voice and or video recording may be made available on the AfMA website.
- All Power Point and paper presentations must be free of advertising, commercialism and sales pitch.
- AfMA may use or distribute the speaker Power Point presentation.
- Speakers, who do not wish to give permission to the above terms and conditions, need to alert AfMA before accepting the role of speaker by emailing info@afma.net.au of the event.

AfMA Scholarship Terms and Conditions

Graduate Certificate of Business Management (Fleet Management)

1. ELIGIBILITY

- 1.1. Scholarships are only available to AfMA Corporate Members Organisations and their employees.
- 1.2. All Supplier Members and Fleet Leasing and/or Management Organisations, either government or private sector are excluded.
- 1.3. Applications must be made by following the Professional Development link on the AfMA website.

2. SCHOLARSHIP

- 2.1. Each scholarship is for a maximum of AUD\$2,370.00 per member
- 2.2. Only one individual from an AfMA Corporate Member Organisation may receive the scholarship per academic year.
- 2.3. A maximum of ten (10) scholarships will be awarded each year.
- 2.4. Provision of the scholarship to successful applicant(s) is subject to:
 - 2.4.1. Successful completion of all four units of the Graduate Certificate of Management (Fleet Management).
 - 2.4.2. Applicants must be enrolled in the Graduate Certificate of Management (Fleet Management) and commence study.
 - 2.4.3. Applicants do have the option of deferring a course semester.
 - 2.4.4. Applicants must notify the AfMA office in writing upon completion (4 units) of the Graduate Certificate and provide written evidence of their final results.
- 2.5. Payment of the Scholarship will be made by electronic transfer into the applicant's nominated account within 30 days of receipt of the above documentation.

3. NOTIFICATION

- 3.1. Applicants will be notified of AfMA's decision within 4 weeks of submitting their application.
- 3.2. AfMA's decision is final and no discussion or correspondence will be entered into regarding the process and/or decision.