



Membership Application Form UATP/UITP

Members eligible to UATP/UITP double membership



Yes, please accept us as a member of UATP and UITP. We understand that our affiliation is a binding contractual engagement between our organisation and UATP, thus UITP. We know that our membership will be renewed automatically each calendar year, unless written notice by registered post to UATP and UITP before 1 October of the ongoing year.

Members eligible to UATP/UITP double membership correspond to members whose sector of activities is public transport of persons at the urban, suburban or regional scale.

1. CONTACT DETAILS: PLEASE USE CAPITAL LETTERS TO COMPLETE

Name of the organisation:

Abbreviation:

Address:

Number: Postal code/ZIP: PO Box:

Town/City: Country:

Contact person: Mr/Mrs

Position:

Company tel.:

Direct tel.:

Company fax:

Direct fax:

Company E-mail:

Direct E-mail:

Website:

If you are an operating company or an industry, is your organisation the mother company ? YES-NO

If your organisation is a subsidiary, please identify your mother company (please include its complete address and telephone number)

2. MEMBERSHIP CATEGORIES:

Full Members:

- Operating Company (we operate a public transport network)
- Public Transport Authority (we are responsible for the co-ordination of Public Transport in our zone of influence):
 - urban / metropolitan regional / provincial country state / national
- Industry:
- Consultant
- Public Transport Association: regional national international

Associate and Academic Members:

- University/Research Institute
- Association/Organisation with an interest in public transport

3. LANGUAGE: English French

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4. IN ORDER TO CALCULATE YOUR ANNUAL MEMBERSHIP CONTRIBUTION:

If you are an **operating company**, please declare your latest annual operating expenditure:

+ Complete section 7.1 & 8

Year:	Amount:	Currency:
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If you are an **authority**, please declare your operational budget in terms of public transport:

+ Complete section 7.2 & 8

Year:	Amount:	Currency:
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If you are an **Industry or a consultant**, please declare the latest annual turnover your company realised in public transport: + Complete section 7.3 & 8

Year:	Amount:	Currency:
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5. UATP BY-LAWS AND INTERNAL RULES:

By signing this application form, you indicate having read the following extract of the By-laws and Internal Rules of UATP on Membership and agree to abide by them.

ARTICLE 2 : Members

2.1 Categories

The UATP is composed of full members, associate members and honorary members.

The full members are primarily composed of the actors of collective transport of passengers and goods, public or private, by road, rail and water, in Africa, namely:

- Collective passenger transport companies (urban, inter-urban and inter-state),
- Freight transport companies,
- Rail transport companies,
- Waterborne transport companies,
- Representatives of the regulated para-transit sector,
- Suppliers of transport rolling stock and systems,
- Transport authorities,
- Experts and consultancy firms.

The associate members are those which are not eligible for the above category or which do fall under the categories listed above but are not African and of which the activity is directly or indirectly related to the aim of the association, such as, but not limited to :

- Financing bodies,
- Academic institutes,
- Tour operators.

Persons or entities can be conferred honorary membership by a decision of the General Assembly of UATP on the proposal of the Executive Committee.

Honorary membership is conferred on the basis of their competences or their quality or services rendered to the UATP.

2.2 Affiliation

The requests for affiliation to the UATP must be addressed in writing to the Secretary General of the Association.

The Secretary General will submit the request for affiliation to the Executive Committee for approval during the meeting following the regular reception of the request for affiliation.

The decision by the Executive Committee to reject a request for affiliation shall not be justified.

Only members who are up-to-date in paying their membership fees can enjoy the privileges which are related to UATP membership.

Extract of UATP- Internal Rules:

4-. Annual Membership Fees

Article 3 of the Articles of Association stipulates that the level of active members' fees will be set by the General Assembly on a proposal from the Executive Board.

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The level of these annual membership fees will be set in euro and be valid for the following company financial year (cf. Article 6 of the Articles of Association). Such fees will be payable in January. In the event of non-payment, the Executive Board may decide to suspend a member's voting rights at the following General Assembly.

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6. UITP BY-LAWS AND INTERNAL RULES¹:

By signing this application form, you indicate having read the following extract of the By-laws and Internal Rules of UITP on Membership and agree to abide by them.

Need to be adapted with respect to the agreement (especially when it comes to personal members, nothing is specified in the UATP by-laws)

ARTICLE 2 : Members

1. UITP membership is composed of full members, personal members, prospective members, associate and academic members, personal associate and personal academic members and honorary members.
2. Full membership is open to all legal entities, associations and public authorities, and their affiliates, who are eligible for membership of a UITP Division (see article 5 Divisions). Each full member shall appoint one delegate to represent it in the General Assembly and may appoint one delegate for each Divisional Assembly of which it is a member.
3. Personal membership is open to the board members, officers and senior officials of a full member. Retired staff members of a full member may retain their personal membership only if this membership is supported by one full member by which she or he has been employed.
4. Prospective membership is open for a maximum of one year to all legal entities, associations and public authorities, and their affiliates, who are eligible for full membership. After one year, prospective members shall either join UITP as full members or relinquish their membership.
5. Associate and academic membership is open to all legal entities and associations, and their affiliates, who are not eligible for membership of a UITP Division. Each associate member organization shall appoint one delegate to represent it.
6. Personal associate and academic membership is open to the board members, officers and senior officials of an associate member. Retired staff members of an associate member may retain their personal associate membership only if this membership is supported by one associate or academic member by which she or he has been employed.
7. Honorary membership is open to individual persons on whom the General Assembly of UITP has conferred the title of honorary member on the proposal of the Executive Board, on account of services rendered to UITP. Categories of honorary members are honorary Presidents, Vice-Presidents, Policy Board Members and Secretary-Generals.
8. Any affiliates of holdings and/or multi-nationals must be accepted in the category of membership corresponding to their core activities as members in their own right.
9. The specific services for and rights of each category of membership are decided by the Executive Board.
10. Applications for membership of UITP by membership category shall be referred to the Secretary General, who will submit them to the first meeting of the Executive Board following notification of the application for membership subject to this notification coming 10 working days at the latest before the said Executive Board meeting. For this vote, the Secretary General is reputed to be part of the Executive Board. The Executive Board has the authority to canvass the opinion, ahead of the ballot, of the Chairpersons of the Divisional Assemblies that the aspiring member may become part of (see article 5, Divisions). Applications must be submitted in writing. Non-acceptance of membership applications shall not be justified.
11. The membership fee is due annually. Membership fees per membership category will be proposed by the Executive Board, in EURO, and approved by the General Assembly. These fees are published as a schedule attached to the Internal Rules.
12. The annual membership fee is due within two months after payment request notified by the Secretary General. Voting rights of members will be suspended upon non-payment of fees. Any member in default of payment may be struck off the list by decision of the Executive Board.

ARTICLE 10 : Resignation of Members

Any member wishing to resign from UITP must notify the President in writing before 1 October, failing which he shall be liable for the subscription due for the following year.

Extract of UITP – internal rules:

2. Membership Fees

¹ This section is applicable only to members from Sub-Saharan Africa that conforms to the mission of UITP. Double memberships refer to the agreement between UITP and UATP.

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2.1. Membership fees are calculated according to a scale fixed by the General Assembly on proposal of the Executive Board. These fees are published as an attachment to the Internal Rules.

2.2. Membership fees are payable in EURO during the month of January of each year.

2.3. The Executive Board has the right to decide on the application of an interest rate if members fail to pay after the billing date. The level of the interest rate will be set on an annual basis.

2.4. In the case of mergers, acquisitions or divisions into sub-companies of UITP members, the Secretariat General of UITP must review and can reset membership fees to the appropriate level in line with the membership fee structure.

2.5. If UITP's financial situation or the evolution of costs shall so warrant, the scale of membership fees may be modified on a proposal of the Executive Board by a General Assembly or an Extraordinary General Assembly as stipulated in paragraph 2.6 hereunder.

2.6. Modifications to the fee scale in accordance with annual changes to the cost of living index are automatic. The OECD consumer prices index shall be applied.

2.7. In the event that the General Assembly rejects the proposed new fee structure, the Executive Board may call, within at the latest one month from the day after said rejection, an Extraordinary General Assembly. This must take place within two months of the date of convocation. Such Assembly shall have as its sole item on the agenda the proposal of a revised fee structure. The Executive Board can hold this Assembly by means of written communication including electronic mail and/or facsimile message. The voting members shall be regarded as being present. The votes may be cast during the days mentioned in the convocation, a period which cannot exceed 10 calendar days. The Executive Board shall count the votes the day after the last day of the voting period. In the meantime, the Executive Board shall refrain from any consultation of the ongoing vote and any contact with the members. If the proposed revised fee structure is not ratified by said Extraordinary General Assembly, the fee structure of the current year shall remain valid for the next calendar year

OVERVIEW OF THE 2004 MEMBERSHIP FEES

OPERATOR (resp. AUTHORITY) fees are calculated on operating expenditure (resp. operational budget):

	Minimum fee	Maximum fee
Less than 3 075 000 €	513 €	513 €
From 3 075 001 to 10 250 000 €	513 €	2 050 €
From 10 250 000 to 51 250 000 €	2 050 €	10 250 €
From 51 250 001 to 102 500 000 €	10 250 €	12 300 €
From 102 500 001 to 512 500 000 €	12 300 €	16 400 €
From 512 500 000 to 1 025 000 000 €	16 400 €	20 500 €
From 1 025 000 000 to 2 562 500 000 €	20 500 €	30 750 €
Above 2 562 500 001 €	30 750 €	31 500 €

A 30%-rebate will be applied to membership calculation for the year 2004.

INDUSTRY/CONSULTANT fees are calculated on turnover:

Up to 3 000 000 turnover	1 024 €
From 3 000 001 to 10 000 000 turnover	2 173 €
From 10 000 001 to 100 000 000 turnover	4 346 €
From 100 000 001 to 500 000 000 turnover	8 691 €
Above 500 000 001 turnover	13 037 €

If the mother company is a UITP member, then a daughter company who joins UITP pays a fixed fee of 2173€.

A 30%-rebate will be applied to membership calculation for the year 2004.

PUBLIC TRANSPORT ASSOCIATION and ASSOCIATE&ACADEMIC member fees are fixed fees:

Public Transport Association	760,2 €
Associate and Academic Members	380,8 €

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7. PROFILE:

7.1 Only complete this section if you are an operating company:

IMPORTANT! Please send the latest version of your annual report together with this application or fill in the following table:

The following data reflects our situation in: Month:..... Year:.....

	Bus	Tramway	Metro	Regional rail	Waterborne	Train	Others
Modes operated							
Staff (incl.drivers)							
Fleet							
Average age of fleet							
Number of lines							
Length of lines (km)							
Number of passengers (annual in millions)							
Passenger *km (annual in millions)							
Vehicles * km (annual in millions)							

Number of inhabitants served:.....

7.2 Only complete this section if you are a public Transport Authority, please indicate your activity level:

- National level
- Regional level
- Local level:
 - Greater urban area:.....
 - Municipality:.....

What are your responsibilities as an organizing authority?.....
.....
.....
.....
.....

What is your budget to fulfil these responsibilities?
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.....

7.3 If you are an Industry or a Consultant, please indicate your products, activities and markets served:

IMPORTANT! Please send the latest version of your annual report together with this application form.

Short description of your products/activities :.....
.....
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.....
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.....
.....
.....
.....

8. Date:

Signature:

Company Stamp:

Please return ALL PAGES by mail or fax to :

**Union Africaine des Transports Publics
Secrétariat Général
18 BP 1910
Abidjan 18
Cote d'Ivoire
Fax +225 21**

AND

**Union Internationale des Transports Publics
François Hennard
Rue Sainte Marie, 6
BE-1080 Bruxelles
Belgique
Fax +32 2660 10 72**

Do not forget to send us also a copy of your annual report (for operators) or your balance sheet (for industries and consultants).

Your UATP/UITP membership will be activated upon receipt of your payment of the invoice. Your request for UATP/UITP Membership will be cancelled after non-payment of the invoice within 60 days of the invoice date.

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