



ADVANCING  
PUBLIC  
TRANSPORT

# MEMBERSHIP APPLICATION FORM

You are just a few steps away from becoming a member of UITP.

Please fill out the form below in order to receive your credentials. Thank you and welcome to UITP!

## 1 COMPANY DETAILS (please use capital letters)

NAME.....  
ABBREVIATION.....  
ADDRESS.....  
CITY.....POSTCODE/ZIP.....COUNTRY.....  
GEN. PHONE.....GEN. FAX.....  
GEN. EMAIL.....WEBSITE.....  
LINKEDIN.....TWITTER.....  
VAT N°\*.....FACEBOOK.....

*\*EU members must provide a valid VAT registration certificate, otherwise 21% VAT will be applied on invoice.*

Is your company a SME? (Small or Medium Enterprise: less than 250 employees and €50 million yearly turnover)

YES  NO

## 2 MAIN CONTACT DETAILS (who is the preferred contact for UITP related matters?)

LANGUAGE: EN - FR - ES - DE TITLE : Ms / Mr  
FIRST NAME.....LAST NAME.....  
JOB TITLE.....  
DIR. PHONE.....MOBILE.....  
EMAIL.....

## 3 CEO / MANAGING DIRECTOR / GENERAL MANAGER DETAILS

LANGUAGE: EN - FR - ES - DE TITLE : Ms / Mr  
FIRST NAME.....LAST NAME.....  
JOB TITLE.....  
DIR. PHONE.....MOBILE.....  
EMAIL.....

#### 4 MEMBERSHIP CATEGORY / COMPANY ACTIVITY

Please indicate below which sector and mode of transport your company belongs to.

##### ► FULL MEMBER

Please select only 1 sector and many subsectors as needed

		SECTOR					
		OPERATOR	PT ASSOCIATION	NON-OPERATING AUTHORITY	OPERATING AUTHORITY	INDUSTRY	
SUBSECTOR	COVERED MODES	Bus					
		Combined Mobility (carsharing/pooling, bike sharing...)					
		Commuter Railway					
		Light Rail / Tramway					
		Metro					
		Taxi					
		Trolleybus					
		Unconventional mode (funiculars, monorail, cable car, APM, AGT,...)					
		Waterborne					
		Digital Platform					
	CORE BUSINESS	Advertising & Communication	INDUSTRY / SERVICE PROVIDERS ONLY				
		Civil work & Engineering					
		Consultancy					
		Design					
		Energy provider					
		Finance & Investment					
		Heavy equipment (Engine, gearboxes, brakes lines, doors, track,...)					
		IT & Software					
		Land use					
		Mobility management					
		Parking					
		Rail infrastructure & Signaling					
		Rolling stock					
		Safety & Security equipment					
		Turnkey solutions (fit-for-operation systems)					
	GEOGRAPHIC COMPETENCE	Federal/National					
		Regional/Provincial					
		Local/Municipal					

##### ► ASSOCIATE MEMBER : please specify

Academic/Research	
Organisation with an interest in Public Transport (Press, Union, ..)	

## 5 CALCULATION BASIS OF THE MEMBERSHIP FEE

If your company provides services and/or is a manufacturer/distributor/supplier/assembler of goods ('INDUSTRY'), please declare your **2016** audited turnover related to the public transport sector. Multi-entities industry or multinational groups should declare the **consolidated** audited turnover related to the public transport sector:

Amount:	Currency:
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If you are applying on behalf of an AUTHORITY, please indicate the **2016** population in the area covered by your organisation. If the authority is also directly operating one or more transport networks in the area, please indicate the **2016** audited operating expenditures of this/these operation(s):

Population:	Operating Expenditures:	Currency:
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If you are applying for an OPERATING COMPANY, please declare your **2016** audited operating expenditures. Multi-entities operator or multinational groups should declare the **2016 consolidated** audited expenditures:

Amount:	Currency:
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If you are applying for a TAXI OPERATOR please declare the total number of drivers your company employs in countries in which you operate:

Drivers:	Countries:
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## 6 COMPANY STRUCTURE

If your organisation is the parent company of subsidiaries, please attach a list of the subsidiaries that are included in the submitted consolidated figures and that should be covered in the membership.

Please indicate the contact details of each company, as well as a designated contact person per subsidiary (first name, last name, job title, phone, fax and e-mail).

If your organisation is a subsidiary\*, please describe the core business of the parent company:

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COMPANY.....

ABBREVIATION..... ADDRESS.....

CITY..... POSTCODE/ZIP..... COUNTRY.....

PHONE..... FAX..... WEBSITE.....

LANGUAGE: EN - FR - ES - DE      TITLE : Ms / Mr

FIRST NAME..... LAST NAME.....

JOB TITLE.....

DIR. PHONE..... EMAIL.....

FACEBOOK..... TWITTER..... LINKEDIN.....

\*Up to 3 subsidiaries of the same group can affiliate independently. Above that number, a membership with the parent company must be initiated.

## 7 HOW DID YOU HEAR ABOUT UITP?

- Personal contact (please specify).....  Event (please specify) .....
- Website  Email
- Social media (Facebook, Twitter, LinkedIn)  Other (please specify) .....

## 8 WHAT IS YOUR MAIN MOTIVATION IN JOINING UITP?

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## 9 UITP MEMBER COMMITMENT

UITP promotes the idea that public transport should play a major role in any urban and non-urban mobility policy. In an increasingly urbanised world, inclusive green growth depends on efficient urban and non-urban mobility and adequate public transport infrastructure and services. If current mobility habits prevail – marked by the dominance of private motorised modes – urban congestion will gridlock cities, rapidly increasing greenhouse gas emissions and energy consumption. Increasing road space to accommodate greater car usage is not an option in many cities. Optimising the efficient use of existing road space is therefore a key principle to appraise the requirements of competing user groups. The integration of a mobility stakeholder into UITP is defined by its complementarity, support and synergy with other sustainable urban transport modes and in particular public transport. It should have a business model that is oriented towards sustainable mobility and help contain the number of vehicles in our cities.

By joining UITP, members automatically adhere to this commitment.

## 10 MEMBERSHIP RENEWAL & SERVICES POLICY

Each year in June, UITP will ask you to fill in a form and provide your operating cost/turnover/population/drivers (according to your membership category) audited figures of the penultimate year. The information you will provide will remain strictly confidential. It will not be shared or made available to other members. The information you will provide will only be used to calculate the fee for next year, in accordance with the membership fee scale approved by the General Assembly. Should you fail to provide us with these figures, UITP reserves the right to make a reasonable estimate.

The level of the yearly membership fee qualifies the member organization to a specific service package.

A full description of the packages and relative benefits is available on [www.uitp.org/service-packages](http://www.uitp.org/service-packages)

In case of resignation, please note that, as per article 10 of the by-laws, written communication addressed to the Secretary General must be sent within 30 days of the issue date of the membership invoice.

Please note that membership is automatically renewed each calendar year. services may be temporarily suspended if the terms and conditions indicated on the membership invoice are not respected. Such suspension does not release from the fee payment obligation.

An extract of the UITP by-laws and internal rules is provided on page 5 of this document, for further information about your fee or services, please contact our **Members Hotline** : +32 2 6636666.

**We indicate having read the membership renewal & service policy, the extract of the By-Laws and Internal Rules of UITP (page 5) and agree to abide by them.**

**We accept the terms of the UITP privacy policy as stipulated on [www.uitp.org/privacy-policy](http://www.uitp.org/privacy-policy).**

**We understand that our affiliation is a binding contractual commitment between our organization and UITP.**

Date: ..... / ..... / .....

Signature:

Company stamp:

Thank you for returning PAGES 1 to 4 of the form, with a copy or a link to the page(s) of your annual report showing operating expenditures or turnover, according to your membership category.

By email: [application@uitp.org](mailto:application@uitp.org)

By post: Membership Department, Rue Sainte Marie 6, BE-1080 Brussels (Belgium)

## ARTICLE 2 OF BY-LAWS: 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. The voting right for legal entities being part of a Group of companies is described in the Internal Rules.
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. Full Membership is granted to companies belonging to holdings and/or multinational groups as their membership fee is based on the calculation of their consolidated financial figures for public transport. The Internal Rules describe the registration process of such companies as Full Members of UITP.
8. The specific Membership Service Packages (Standard, Advantage and Premium) as well as the rights for each Membership Category, including the right to be part of a formal UITP body, are defined by the Executive Board and are published as an appendix to the Internal Rules
9. 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 of 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.
10. Membership fees are due annually for the full calendar year. The subscription fees per Membership category are proposed in Euro by the Executive Board and approved by the General Assembly. These fees are attached in an appendix to the Internal Rules together with the corresponding Membership Service Packages
11. 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

Members who wish to relinquish their membership with UITP must send their resignation letter addressed to the Secretary General within 30 days of the issue date of the membership invoice of the current calendar year.

## Extract of UITP Internal Rules

- 2.1. The Membership fee scale is published as an appendix to the Internal Rules, together with the corresponding Membership Service Packages (Standard, Advantage and Premium).
- 2.2. Figures, audited and certified by an external independent auditor, are required for the Membership fee calculation. If such figures are not provided by a Member, the General Secretariat is entitled to base the fee calculation on a reasonable estimate of those figures.
- 2.3. Each Group of companies will be invited on a yearly basis to notify UITP of a list of all its legal entities being entitled to benefit from the Full Membership Services with access to the Advantage Membership Package Services. Subject to the provision of article 4.5.d of the Bylaws, each Group of companies enjoys for the General Assembly one voting right per 10.000 euro of paid fee, up to a maximum of 10 voting rights.
- 2.4. Membership fees are payable in EURO 60 days after invoicing date. Members preferring to pay in local currency may do so subject to an additional 10% administrative fee.
- 2.5. 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.
- 2.6. 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.
- 2.7. 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 hereafter. 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 on 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.
- 2.8. Modifications to the fee scale in accordance to the cost of living index are automatic. The OECD consumer prices index shall be applied.

# MEMBERSHIP FEE SCALE 2018

Each member company is allowed to nominate 1 Ambassador (in addition to the Main Contact, the CEO or equivalent and members from a UITP working body) per each sum of 2.101 € paid in fee, with a maximum depending on the service package the company has.

## 1 FOR STANDARD PACKAGE – 10 FOR ADVANTAGE PACKAGE – 20 FOR PREMIUM PACKAGE

Fees listed hereunder are exclusive of VAT and of European Levy of 7,5 % of the annual fee for Operators and Authorities of the EU, EU candidate countries, Norway, Monaco, Liechtenstein, Iceland and Switzerland.

### 1. FULL MEMBERS

- **Industries/Consultants fee is calculated on their audited consolidated turnover realised in Public Transport**  
(if this figure is not provided, the Secretariat is entitled to base the fee calculation on a reasonable estimate)

TURNOVER		MINIMUM FEE*	MAXIMUM FEE*
0 €	7.352.440 €	1.591 €	2.652 €
7.352.441 €	28.885.239 €	2.652 €	6.966 €
28.885.240 €	73.525.417 €	6.966 €	10.607 €
73.525.418 €	147.051.848 €	10.607 €	15.380 €
147.051.849 €	1.050.369.185 €	15.380 €	28.108 €
1.050.369.186 €	5.251.845.923 €	28.108 €	41.054 €
Above	5.251.845.924 €	41.054 €	+

\* inclusive of August 2017 OECD index of 2,7 %

- **Authorities fee is calculated on the population of their area x GDP/capita PPP of their country**  
(if this figure is not provided, the Secretariat is entitled to base the fee calculation on a reasonable estimate)

AUTHORITY FEE	DISTRICT POPULATION RANGE			
GDP per Capita	0 to 999.999	1.000.000 to 2.999.999	3.000.000 to 9.999.999	Above 10.000.000
0 to 24.999,99 EUR	1.849 €	2.876 €	4.313 €	7.189 €
25.000.000 to 44.999,99 EUR	2.670 €	4.622 €	6.984 €	10.784 €
Above 45.000,00 EUR	3.492 €	6.573 €	9.243 €	13.351 €

\*Inclusive of August 2017 OECD Index of 2,7%

- **Operators fee is calculated on their audited consolidated operating expenses**  
(if this figure is not provided, the Secretariat is entitled to base the fee calculation on a reasonable estimate)

OPERATING EXPENSES		MINIMUM FEE*	MAXIMUM FEE*
0 €	7.352.440 €	1.591 €	2.652 €
7.352.441 €	73.525.417 €	2.652 €	15.910 €
73.525.418 €	1.050.369.185 €	15.910 €	32.718 €
1.050.369.186 €	5.251.845.923 €	32.718 €	105.009 €
Above	5.251.845.924 €	105.009 €	+

\* inclusive of August 2017 OECD index of 2,7 %

- **Operating authorities fee is calculated partly on their district's population and national GDP/capita PPP, and partly on their consolidated operating expenses. the fee is calculated as follow:**

- If their operating expenses > 20 million €, basic fee = result in authorities fee + 10% of result in operators fee
- If their operating expenses < 20 million €, basic fee = 10% result in authorities fee + result in operators fee

- **Taxi operators fee is calculated on the number of drivers x GDP/Capita of their country**

(Number of drivers x GDP/Capita x 0.0000115) + 1.591€ (inclusive of August 2017 OECD index of 2,7%)

- **Taxi regulators and central dispatch stations** Fixed fee of 2567€ (inclusive of August 2017 OECD index of 2,7%)

- **Public Transport Associations** Subject to cooperation agreement, min. fee 2.606€ (inclusive of August OECD index of 2,7%)

### 2. ASSOCIATE and ACADEMIC MEMBERS

Fixed fee of 1.061€ (inclusive of August 2017 OECD index of 2,7%)