



Supplier Membership Criteria

NASC supplier membership is open to all bona fide access and scaffolding companies registered in the UK where the supply of access and scaffolding products constitutes a significant element of their business as determined by the NASC.

Supplier membership of the NASC is confined to companies which are wholly engaged in the hire, sale, and/or manufacturing of scaffolding products.

It excludes companies who also carry out erection and dismantling work.

Multi discipline companies who conform with the above criteria are eligible for membership providing the scaffolding division can be audited independently, including the provision of management accounts. All applications must relate to the scaffolding supply division only.

NASC supplier members must submit their product for audit within the first year of obtaining membership. A list of audit forms for products covered by the NASC code of practice audit can be reviewed at www.nasc.org.uk/information/product-code-of-practice

- a) Trading:** The applicant has to have been trading for two full years as a limited liability company and needs to be able to produce financial statements prepared by the company accountants to the board of Directors for the period and issued to Companies House.
- b) Directors:** The applicant must give details of all current company officers and details of previous positions held in the last 5 years.
- c) VAT:** The applicant must be VAT registered.
- d) Insurance:** The applicant must hold adequate levels of insurance appropriate to the turnover and wages of the business which includes a minimum Public Liability of £5 million and Employers Liability of £10 million.
- e) Audit:** The applicant must submit products as required for the NASC Code of Practice audit covering Quality Systems & Procedures, Product Testing, Raw Material & Components, and Process Control.
- f) Meeting Attendance:** The applicant must be represented by a senior member of staff at a minimum of one NASC regional meeting per year, preferably more (each meeting to be no greater than a year apart). The applicant must be prepared to nominate a representative to participate in the work of the NASC Hire, Sales & Manufacturing Committee.
- g) Code of Conduct:** Applicants must be prepared to abide by the NASC Code of Conduct and the NASC Bye Laws and Rules.



NATIONAL ACCESS & SCAFFOLDING CONFEDERATION

NASC SUPPLIER MEMBERSHIP APPLICATION FORM

1. GENERAL

a) Company Name:

Company registration number: Date of registration:

Which of the following applies to the company? (Delete as applicable):

Public Limited Company

Private Limited Company

Limited Liability Partnership

b) Provide full names (on a separate sheet) of all the company's officers i.e. company directors, company secretary, persons with significant control, and/or proprietor as applicable.

c) Have any of the above officers held any similar positions in other scaffolding companies in the last 5 years? If yes, provide details (on a separate sheet).

d) Are any current officers of the company (and/or persons with a financial interest) currently or previously disqualified from acting as a Company Director? If yes, provide details (on a separate sheet).

e) Principal business address:

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Tel:

Email address:

Website:

f) Principal contact (for NASC matters):

Name: Position:

Tel: Email:

g) Registered address (if different to principal business address):

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h) Does the company have any subsidiary companies?

If yes, give the names and addresses of these companies (on a separate sheet) indicating telephone, fax numbers and email.

i) Is the company a member of a larger group of companies? If yes, give the name and address of this group (on a separate sheet) indicating telephone, fax numbers and email.

j) Does the company have more than one operating branch? If yes, provide details (on a separate sheet) of company branches (indicating telephone, fax numbers and email address for each branch).

k) Provide copy of Certification of Registration for VAT.

2. NATURE OF BUSINESS

Please tick options below as appropriate:

- a) Hire of scaffolding and access material and plant
- b) Sale of scaffolding and access material and plant
- c) Manufacture of scaffolding and access material and plant
- d) Other construction activities (give details)

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3. FINANCIAL

a) Indicate the total turnover of scaffolding and access related activities for the last two completed financial years:

Financial Year FROM: TO: TURNOVER:

Financial Year FROM: TO: TURNOVER:

Please provide a copy of full company accounts for these last two completed financial years as prepared and signed by your company accountants/auditors.

b) Please give details of any changes in shareholders and Directors since your last accounting period

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c) Provide details of company accountants/auditors (include name, address and contact name and telephone number):

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4. INSURANCE

a) Indicate the level of Employers Liability Cover (minimum £10m) £.....

b) Indicate the level of Public Liability Cover (minimum £5m) £.....

Enclose copies of current Employers Liability and Public Liability insurance certificates. These must state level of cover, policy number and expiry date.

c) Indicate the level of you have Professional Indemnity Cover?

If yes, please provide copy of certificate.

5. SECURITY

a) Indicate the principal measures used by the company to secure yards and premises:

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6. REFERENCES

Please provide two references and indicate company name, address, project name, contact name and contact telephone number:

1.....

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2.....

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7. DECLARATION

Please be aware that failure to meet all parts of NASC Criteria will result in your application not being progressed and returned to you (new applicants only). It is important that applicants can demonstrate that all membership requirements have been continuously met for a minimum of 12 months prior to the date of application. We would strongly advise applicants to delay the submission of their application if they are unable to satisfy this requirement.

I hereby declare that I have checked the information provided is accurate and correct:

Managing Director's Name (print):

Managing Director's Signature:

Date:



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CHECKLIST

Please ensure that you complete and return the enclosed checklist with all requested enclosures fully cross referenced with this application form. Failure to include all relevant items could result in this application being unsuccessful.

- Application fee (£500 plus VAT)
- Details of company officers etc (section 1b & c)
- Details of disqualified officers or persons with financial interest etc (section 1d)
- List of subsidiary companies (section 1h)
- Group details (section 1i)
- Details of company branches (section 1j)
- Certificate of Registration for VAT (section 1k)
- Full set of company accounts for the last two financial years (section 3a)
- Current Employers Liability and Public Liability insurance certificates (section 4a & b)
- Professional Indemnity certificate (section 4c)