

# ACTIVE MEMBERSHIP



## MEMBERSHIP APPLICATION

**ACTIVE MEMBERSHIP** is available to group travel planners, tour operators and travel agencies. For any questions, please contact SYTA Membership at **703-610-1263** or **membership@syta.org**.

### ACTIVE MEMBERSHIP TYPE

- TOUR OPERATOR**
- GROUP TRAVEL PLANNER**
- TRAVEL AGENT**

**LEGAL COMPANY NAME**

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**TRADE OR DBA COMPANY NAME**

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*As you would like it to appear in all SYTA listings.*

**PHYSICAL MAILING ADDRESS** *Will be printed in publications and published online.*

Street Address

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City State Zip Country

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Telephone Fax

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General 800 # Email

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Website

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Facebook Page Title Twitter Handle @

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**COMPANY DESCRIPTION** *Please provide a 25-50 word company description to be used in the SYTA membership directory and online resource.*

**REFERRAL NAME** I was referred by:

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Company Name Email

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**YOUR SOURCE** for All Things Student & Youth Travel  
For more information, visit **syta.org** or call **703-610-1263**



**ACTIVE MEMBERSHIP REQUIREMENTS** Please confirm that your company fulfills these requirements by checking the box.

\*Students are defined as less than 26 years of age.

**Active (Please confirm the following):**

- Your company has been in business for a minimum of three years (required).
- Your company provides travel for a minimum of 750 students | **AND/OR** |  earns annual gross revenue of \$500,000 from student/youth tours in the previous fiscal year.

**Please check all that apply:**

- Your company's principals have never have been convicted (or otherwise found guilty or pleaded no contest) of any offense involving fraud, deception, breach of trust, child abuse, or any felony.
- None of your company's principals have declared bankruptcy in the past five years.
- Your company is a single-business entity. Consortia, associations, or franchisers are not eligible; however, their individual entities may qualify.
- Your company has an established mailing address. May include P.O. Box.
- Your company complies with all laws, regulations, and licensing requirements applicable to the operation of your business.

**REQUIRED BUSINESS DOCUMENTATION** Please provide a copy of each with your application.

- Your company maintains Errors and Omissions (Professional Liability) insurance of no less than US \$1 million (or equivalent) per occurrence.
- Your company maintains General Liability insurance of no less than US \$1 million (or equivalent) per occurrence.
- You must submit a copy of the certificate of incorporation/other document establishing legal name.
- You must submit the name of (1) business reference from the tourism industry.

Reference Name

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Company

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Phone

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**PLEASE INITIAL ALL BELOW**

-  \_\_\_\_\_ I understand that SYTA reserves the right at any time to ask for documentation to support any statements made in the membership application and the renewal application. Failure to supply any such documentation in a timely manner may lead to the rejection of an application or any other appropriate action by the SYTA Board of Directors.
-  \_\_\_\_\_ I have read and agree to comply with the SYTA Code of Ethics (*listed below*).
-  \_\_\_\_\_ I agree to maintain good financial standing with SYTA.

**SYTA'S CODE OF ETHICS**

**Honesty and Integrity**

SYTA members shall conduct business in a manner reflecting honesty, honor and integrity.

**Truth in Advertising**

SYTA members shall be accurate and truthful in representing products and services in all offerings, advertisements, and promotions.

**Disclosure**

SYTA members shall disclose in writing to the contracted party all terms, conditions, inclusions and policies of the agreed-to services.

**Commitment to Satisfaction**

SYTA members shall strive to resolve all disputes and concerns between its company and its clients.

**Professional Conduct**

SYTA members shall conduct their business activities in a professional manner with the general public.

**Compliance with Law**

SYTA members shall conduct their business in compliance with all applicable state/province and country laws and regulations.

**Pledge of Loyalty**

SYTA members shall pledge loyalty to the Association and agree to pursue and support its objectives.

**MEMBERSHIP PLEDGE**

By my signature on this application, I certify that all statements made herein are true and accurate and I agree to abide by the SYTA Code of Ethics and made every attempt to meet the requirements of the membership criteria. I certify that my company has an established mailing address. **I understand that I have 60 days from the date my application is received at the SYTA office to complete the application process, and that my company is not entitled to a refund of membership dues if the membership application process is not completed for any reason.** Once my application packet is complete, it will be forwarded to the Board of Directors for review and action. I also certify that I have the authorization to sign on behalf of this organization. Note: The membership runs from one full year from date of application.

Signature

Date

*Digital signatures are acceptable and legally binding.*

**LIST OF ALL COMPANY CONTACTS WHO SHOULD RECEIVE BENEFITS** *As you would like it to appear in all SYTA listings.*

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**PRIMARY CONTACT** *Listed in the directory and serve as the "Designated Representative" for your company.*

**BILLING CONTACT** *Person who should receive billing information or invoice(s).*

**DIRECTORY CONTACT** *Person who will be listed in the Membership Directory and Online Resource Guide.*

Primary Contact \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Billing Contact \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Directory Contact \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**ADDITIONAL CONTACTS** *Add the following staff to receive SYTA membership benefits.*

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**MEMBERSHIP DUES** *Please check one.*

**ACTIVE MEMBERSHIP (NO ANNUAL CONFERENCE)**

One-Time Initiation Fee (*upon joining*): US \$250.00

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Annual Membership Dues: US \$695.00

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**Total: US \$945.00**

**ACTIVE MEMBERSHIP + ANNUAL CONFERENCE BUYER REGISTRATION**

One-Time Initiation Fee (*upon joining*): ~~US \$250.00~~ (*waived with conference bundle*)

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Annual Membership Dues: US \$695.00

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2019 Annual Conference Registration (*1 buyer appointment taker*): US \$320.00

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**Total: US \$1,015.00**

Checks can be made payable to **SYTA**, or if paying by credit card, please complete the following information. A receipt will be emailed you when your credit card is charged. A welcome email and packet will be sent to you upon completion of your membership application. Please forward this entire application with all required documentation and payment to:

**SYTA**

**Attn: Membership**

**2231 Crystal Drive, Suite 204**

**Arlington, VA 22202**

**PAYMENT INFORMATION**

Name as it appears on your card

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Credit Card Number

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Expiration Date

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CVV

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I authorize SYTA to charge my credit card the amount of: \$

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Signature

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Date

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*Digital signatures are acceptable and legally binding.*

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