Accredited MEMBER
Licensed Inventory Scheme
Inventory-Portal Ltd
supplying professional inventory and property services throughout the UK

LIS Membership Application Form

Please complete this form in **BLOCK CAPITALS** and to ensure your application is processed as quickly as possible, please enclose all the relevant information in support of your application.

- Signed Application Form
- Valid (less than 2 years old) Disclosure Scotland CRB check or current DEA Accreditation details
- Copy of £250,000 Professional Indemnity and £1 million Public/General Liability Insurance Policy
- Supporting documents eg sample inventory report and check out report format for audit

On receipt of your application and cleared payment for your £150+Vat (£180.00 incVat) Annual LIS subscription, your LIS Membership Pack with your Member Certificate, scheme documents, and user-name & password for our LIS Members' Area will then be issued to you.

PERSONAL DETAILS

Title	Forenames	Surname or Family
Home Address Post Code		Date of Birth (optional) Gender Male ◇ Female ◇
Daytime Tel / Mobile		Evening Tel
Email		

EMPLOYMENT DETAILS

Company Name and Address	Date Commenced
Post Code	Self Employed ◇
Company Tel	Position
Length of experience in surveying related property services, lettings, agency or inventory provision.	

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SUMMARY OF WORK EXPERIENCE IN THE LAST 12 MONTHS

SUMMARY OF CLAIMS HISTORY IN THE LAST 6 YEARS

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DECLARATION AND CERTIFICATION

I hereby apply for membership of the **Licensed Inventory Scheme** (LIS), declare and certify that:

I authorise necessary enquiries to be made by LIS and Inventory-Portal Ltd in connection with this application;

I accept the aims and objectives of LIS and support its endeavours to improve the profession of Inventory Providers;

I agree to be bound by the LIS Code of Practice and to complete the required hours of Continuing Professional Development. LIS Code of Practice can be found at: www.inventory-portal.co.uk

I confirm that:-

For a period of 10 years prior to this Application I have had no conviction, nor disciplinary action taken against me by an employer, for any criminal offence (excluding any motoring offence not resulting in a custodial sentence) nor have I been guilty of conduct which would bring the Association or myself into disrepute; I am not an un-discharged bankrupt nor is there any current arrangement or composition with my creditors; I am not nor have I been a director of a Company which has within the period 10 years prior to this application entered into liquidation whether compulsory or voluntary (save for the purpose of amalgamation or reconstruction of the solvent company) nor had a receiver appointed of its undertaking nor had an administration order made against it nor entered into an arrangement or composition with its creditors; nor have I at any time been disqualified from acting as a director of a company nor subject to a warning or banning order from the Office of Fair Trading or the Department of Business Enterprise and Regulatory Reform under the Estate Agents Act 1979.

If I am subject to any current claim or am aware of any impending claim for professional negligence or loss of money, or if I have been the subject of any investigation by an employer, partner or business associate, the Office of Fair Trading and/or local Trading Standards Office, full details of the circumstances are set out in a report enclosed with the application; all information provided by me in connection with this application is, to the best of my knowledge, correct.

Signature of Applicant .....

Date .....

ENCLOSED DOCUMENTS

I confirm that the following are enclosed with this application:

- Signed Application Form
- Valid CRB check or copy of current Accreditation certificate
- Copy of current PI and PLI insurance

To Pay go to www.inventory-portal.co.uk and click onto the **TRAINING** page where there is a secure **PayPal** facility for credit and debit card payment. Use the drop down button to select **LIS Subscription £180.00** and click **Pay Now**. Or pay by electronic banking **BACS** into our account named **Inventory-Portal Ltd, A/c no. 00826034 Sort Code 30-92-36 Lloyds TSB Bank PLC**. Cheques can be sent to our Admin Unit at the address below but will usually take a week to clear.