LONDON DIAMOND BOURSE

LONDON DIAMOND BOURSE

Application for Membership

London Diamond Bourse is an exclusive institution, whose history, traditions and facilities make it unique in the UK.

A private members club combining over 75 years of tradition and a code of conduct with membership to the only diamond specific trade association in the UK.

A well-respected brand of over 80 years standing, membership signifies your affiliation with our well known and trustworthy organisation.

The London Diamond Bourse is one of thirty World Federation of Diamond Bourses in 22 countries around the world; membership brings prestige, along with access to worldwide Bourses including worldwide stock and information.

Give your customers confidence that you operate your business within the highest standards of best business practice.

Enquiries:

E: admin@londondiamondbourse.com

T: 0207 404 4022

To the Council of Management of the London Diamond Bourse and Club, I the undersigned of/whose Registered Office is noted below

1. have received, read and understood the rules of the London Diamond Bourse and unconditionally and unreservedly accepted all of them
2. fully understand that while I can trade under a limited company, I will at all times be personally liable for the settlement of all obligations undertaken by myself or anyone acting on my behalf, whether or not undertaken in a personal capacity or on behalf of a corporate body or partnership and in the latter event without prejudice to the liability of the corporate body or partnership
3. wish to become a member of the London Diamond Bourse and Club and subject to your Memorandum and Articles of Association and Rules which I have accepted unconditionally and without reservation, if accepted, I request you enter my name in the Register of Members accordingly.

◆ Please complete this form in **BLOCK CAPITALS**

SECTION 01 About You

TITLE

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other: _____

NAME

HOME ADDRESS

POSTCODE

LENGTH OF RESIDENCY

TELEPHONE NUMBER

MOBILE NUMBER

PERSONAL EMAIL ADDRESS

DATE OF BIRTH

LENGTH OF TIME IN TRADE

SECTION 01

About You *continued*

SUMMARY OF YOUR EXPERIENCE IN THE TRADE / REASONS FOR WISHING TO JOIN LONDON DIAMOND BOURSE

OTHER PROFESSIONAL BODIES OR TRADE ASSOCIATIONS OF WHICH YOU HOLD MEMBERSHIP

ANY / ALL DIRECTORSHIPS / PARTNERSHIPS HELD, PAST AND PRESENT

DO YOU CARRY BUSINESS INSURANCE?

☐ Yes ☐ No

INSURER DETAILS

SECTION 02

About Your Company

POSITION IN COMPANY

TRADING NAME OF BUSINESS

HOW MANY YEARS TRADING

COMPANY NAME

COMPANY REGISTRATION NUMBER

BUSINESS PHONE NUMBER

VAT NUMBER

DESCRIPTION OF BUSINESS

REGISTERED OFFICE ADDRESS

BUSINESS ADDRESS

BUSINESS EMAIL ADDRESS

WEBSITE ADDRESS

BUSINESS TYPE

- [ ] Limited Company
- [ ] Sole Trader
- [ ] Partnership
- [ ] LLP
- [ ] Company PLC

NAMES OF ANY OTHER DIRECTORS OF THE ABOVE COMPANY

TOTAL NUMBER OF EMPLOYEES

DO YOU SELL TO

- [ ] Consumers
- [ ] Trade only
- [ ] Both

WHERE DID YOU HEAR ABOUT THE LDB?

SECTION 03

Sponsors

Applications should be signed by two current members, who have personal knowledge of you. The sponsors must have been members of the London Diamond Bourse for a minimum of one year. A member of the Council of Management cannot sponsor a potential new member.

If you do not know a London Diamond Bourse Member, we will accept three references from recognised related professional entities, who have traded with you for no less than three years.

SPONSORS' STATEMENT

I certify that to the best of my knowledge and belief the information given by the applicant on this form is correct and I consider the applicant to be a fit and proper person for the class of membership sought.

	NAME	SIGNATURE	MEMBERSHIP NO.
1			
2			

or detail three trade references

Reference 1

NAME / CONTACT

COMPANY

ADDRESS

TELEPHONE / EMAIL

YEARS TRADING WITH YOU

Reference 2

NAME / CONTACT

COMPANY

ADDRESS

TELEPHONE / EMAIL

YEARS TRADING WITH YOU

Reference 3

NAME / CONTACT

COMPANY

ADDRESS

TELEPHONE / EMAIL

YEARS TRADING WITH YOU

SECTION 04

Data Protection & Declaration

The London Diamond Bourse (LDB) will hold and process data on you for purposes connected with your membership. This data will be held electronically and may be transferred to WFDB and other London Diamond Bourse Members. You hereby consent to the Bourse holding, processing and transferring data as described in this statement during your membership of the LDB and following the statement's termination.

I, the undersigned, hereby apply for membership of the London Diamond Bourse and warrant the accuracy of the above information. I confirm that information given is correct and understand that checks to verify my identity will be made with credit reference agencies, my insurer and sponsors.

SIGNATURE

DATE

PLEASE ENSURE YOU HAVE INCLUDED

- ☐ A copy of your driving licence and passport
- ☐ A copy of your Jewellery Block insurance policy
- ☐ Email / post a passport sized photograph

APPLICATIONS SHOULD BE RETURNED TO

Natalie Fernandez
London Diamond Bourse
100 Hatton Garden, London EC1N 8NX

or email natalie@londondiamondbourse.com

COMMITMENT TO DIVERSITY

"We are dedicated to creating an inclusive space for all our Employees and Members, extending the culture of inclusion into our Bourse. Diversity and inclusion are integral to our ethos. Our membership initiatives are designed to attract suitably qualified individuals regardless of their race, sexual orientation, religion, beliefs, age, gender, disability status or any other dimension of diversity. Our approach to diversity is based on a belief that different perspectives and backgrounds create a stronger and more creative organisation."

SECTION 05

Membership Terms & Conditions

ELIGIBILITY AND ADMISSION

1.1 Membership is available to subscribers of the Company's memorandum and those approved by the Council under the Rules.

1.2 Applicants must be at least 21 years old and have worked in the Diamond and Jewellery Trade for at least one year prior to application.

1.3 Applicants must have a UK registered company

1.4 Applicants must have traded with at least two current members of the LDB or have three trade references, or have been enrolled on the LDB mentor programme for two years.

APPLICATION AND ACCEPTANCE

2.1 Applications for Membership must be made to the Council as per the Rules.*

2.2 Applicants will be required to undergo a membership interview, identity check, and a two-week holding period.

2.3 Applicants must hold current jewellery insurance

2.4 Membership is granted upon acceptance by the Council and inclusion in the Register of Members.

MEMBER OBLIGATIONS

3.1 Members must comply with the Rules and Regulations of the London Diamond Bourse.*

3.2 All Members are personally liable for all obligations, including those undertaken through a company.

3.3 Members must enter a Guarantee and Indemnity agreement.

3.4 Payment of yearly subscription must be paid prior to commencement of membership

3.5 Monthly standing order payments will be accepted subject to approval prior to commencement of membership and must be paid on the 1st day of the month

3.6 If any Member shall fail to pay his Subscription on the Annual Subscription Date or any additional fee on its due date the Council may terminate their Membership on not less than 5 Business Days' notice.

3.7 Without prejudice to the provisions of Rule 3.6 if any Subscription or any additional fee is not paid on its due date the Council may suspend a member and refuse them entry to all facilities and premises of the LDB for such period as the Council may decide.

TERM AND TERMINATION

4.1 The Membership year runs from 1st October to 30th September.

4.2 Members commit to a one-year membership, if joining part way through the year this will be pro-rata

4.3 Members may resign by providing 30 days' notice, effective from 30th September (resignations must be received in the office no later than the 1st September).

4.4 The Council may terminate Membership for reasons including the termination of employment with a company, dissolution of the company, or termination of the Guarantee and Indemnity.

4.5 The Council may establish different tiers of Membership and adjust Regulations as needed.

4.6 Members may upgrade tiers during a membership year but may not downgrade.

4.7 Membership is personal and non-transferable. It terminates upon death, bankruptcy, resignation, or as per the Rules.

USE OF MEMBERSHIP

5.1 Members may refer to their Membership to the LDB in communications, subject to Council approval.

5.2 Upon termination, Members must immediately cease using references to LDB and delete all related materials, from invoices, websites and social media.

REPRESENTATION

6.1 Members have no authority to represent or bind the LDB without prior written consent from the Council.

LIABILITY AND ACKNOWLEDGEMENT

7.1 Members acknowledge and agree to personal liability for all obligations, whether incurred personally or through a company.

7.2 By applying for Membership, Members confirm they have read and accepted all Rules and Regulations of the LDB.

By applying, the Member agrees to comply with the Memorandum and Articles of Association and the Rules of the London Diamond Bourse.

SIGNATURE

DATE

* LDB – Full copy of rules and By-Laws will be sent via email upon request and prior to membership interview