Membership Application form









This application form is for companies wishing to receive certification of competence and approval under the following scheme: NAPIT Membership (in all cases) BAFE DS301. As a pre-requisite for registering with this Scheme, for the installation module, companies shall require registration with a Competent Person Scheme (CPS) for electrical installation work in dwellings (England & Wales) or equivalent for Scotland and Northern Ireland.

Please fill out this application form online or print and complete in CAPITAL LETTERS using black ink. Return with all required supporting documents to applications@napit.org.uk or post to NAPIT Administration Centre, 4th Floor Mill 3, Pleasley Vale Business Park, Mansfield, Nottinghamshire NG19 8RL.

If you have any problems filling in this form, please contact our Registrations Advisors who will be happy to assist, on 0345 543 0330.

1. Company	y Details							
Sole Trader		Partnership	Li	mited Company	Company	Registratio	on No.	
Other								
	(existing	Membershi						
	Com	npany registe	ered name	9				
	С	Company trad	ding name	9				
	Bui	lding numbe	r or name	9				
	Str	reet						
	Dist	trict						
	To	own						
	Cou	inty					Postcode	
	Busine	ess telephon	ie numbe	r			Fax number (if available)	
		Enquiry ema	ail address	s				
		Websit	te address	s				
Please ind	icate here	e the total nu	ımber of	operatives that	are relevant to th	e BAFE DS	301 Scheme being applied for	r
		•		•	egister as competo ditional fees will a		BAFE DS301 Scheme. If more	2
Details given a	above mus	st be that whi	ch you wis	h to be made pu	blic onto the releva	nt registe	s as detailed in section 8.	

2. Principal Duty Holder (PDH) Details (Primary Contact) (If you need to have separate contacts for different purposes, please let us know on a separate sheet)								
Title (Mr/Mrs/Miss/Ms/Other)		Position						
Surname								
Forename(s)								
Telephone number (if different)		Mobile phone number						
Email address								

Telephone: 0345 543 0330 email: info@napit.org.uk APP/FOR/0017 v1.0 (11.25) Sheet 1 of 4

3. Scope of Application			
Please indicate below the nature of domestic fire alarm work that you undertal	ke.		
Scheme ¹			Tick
BAFE DS301: Design, Installation, Commissioning & Maintenance of Grade D Fire Detection and Fire Alarm Systems in Domestic Premises to BS 5839-6	Tick	£654.00	
Design Module		(1 Module) This also includes £156.00 non-refundable application fee	
Installation Module			
Commissioning Module		£774.00 ² (2-4 Modules) This also includes £156.00	
Maintenance Module		non-refundable application fee	
BAFE DS301 Annual Registration Fee: This fee is payable prior to registration a annually in addition to surveillance fees. The whole fee is paid to BAFE for list central register.		£60.00	
TrustMark membership listed on the TrustMark website. This fee is payable p registration and then annually in addition to surveillance fees.	rior to	£108.00	
	Total	£	
		Prices quoted are inclusive of VAT	•

4. Insurance			
Employer Liability Insurance			
Insurance company		Policy number	
Cover (£)		Policy expiry date	
Public and Products Liability I	nsurance		
Insurance company		Policy number	
Cover (£)		Policy expiry date	
Professional Indemnity Insura	nce		
Insurance company		Policy number	
Cover (£)		Policy expiry date	
If you do not have insurance in place and call back	e or would like to speak with our spe	cialist NAPIT Insurance Team please tick	here to request a quote

5. Previous/other certification or legacy issues			
If you have been a member of NAPIT before please provide your membership number:			
If you are transferring from another certification/registration body please state their name:			
In relation to the scope of membership applied for please answer the following questions:		YES	NO
Are you currently a member of another certification/registration body for these activities?			
Have you ever had certification/registration withdrawn or suspended?			
Have you ever made an unsuccessful application for membership?			
Do you have any open non-conformities, improvement actions or open complaints?			
Is there any open or pending legal action against the company relating to the activities applied for	or?		

Important Notes

- 1. The prices on this form only relate to the application, and initial assessment, for certification/registration. Other fees will apply for other activities (for example reassessment, renewal, work notification, cancelled assessments) which can be found on the NAPIT website at www.napit.org.uk
- 2. Pricing is based on an assumption that competence can be assessed in a single visit. Where this is not possible additional fees could arise, but this should be identified before the assessment goes ahead.

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6. Geographical	Covera	ge (please indicate th	e regio	ns where you are a	ictive)						
England		Wales		Scotland		N.Ireland		Other (e.g. IoM, Jersey etc)			
7. Public Registe	rs										
Your company name, scheme membership number, and the status of your membership will be automatically made public. Successful applicants will be listed on www.napit.org.uk and details will be shared with relevant scheme administrators and other parties as described in the relevant NAPIT Scheme Rules ³ .											
8. Declaration by	y an Au	thorised Representa	tive of	the Company (this	should	be a Director, Part	ner or (Owner of the Company)			
I confirm that the information provided in this application is correct and where applicable, I consent to share the details of any individuals named on this form or any supplementary form for the purposes of processing and maintaining any membership that may arise from this application. Any changes will be notified to NAPIT in writing.											
By signing this agreement, you authorise NAPIT to carry out credit checks on you and your business throughout the term of your membership, as required by the NAPIT Scheme Rules. ³											
I have read, understood and agree on behalf of the company named in this application to abide by the relevant NAPIT Scheme Rules ³ and all documents referred to therein. I understand that I may be asked to provide further information in order to progress with this application.											
Na	Name Position										

Date

Important Note

Signature

3. For NAPIT Scheme Rules and Terms and Conditions please visit www.napit.org.uk

Telephone: 0345 543 0330 Email: info@napit.org.uk APP/FOR/0017 v1.0 (11.25) Sheet 3 of 4

BAFE DS301 Scheme – Key Personnel (Registered Individuals)

(refer to the document "NAPIT Registration Guide to Qualifications Requirements – Electrical")

A. Personal details (these will be held in accordance with the Data Protection Act) Title (Mr/Mrs/Miss/Ms/Other) Surname Date of birth Forename(s) B. Details of qualifications held (Please refer to the Qualifications Guide – Electrical) Area of competence The Design, Installation, Commissioning and Maintenance of Grade D Fire Detection and Fire Alarm Systems in accordance with the current version of BS 5839-6 BS 7671 Wiring Regulations knowledge competence Main (core) electrical installation competence (only required for the Installation module) 1-3 C. Indicate how many years of responsibility you have for the technical standard of Domestic Fire Alarm work The Design of Grade D Fire Detection and Fire Alarm Systems The Installation of Grade D Fire Detection and Fire Alarm Systems The Maintenance of Grade D Fire Detection and Fire Alarm Systems D. Details of domestic fire alarm competence history (applicants should demonstrate at least 2 years' responsibility for the technical standard of Domestic Fire Alarm work) Date From Date To Employer / sole trading or training organisation Role held A. Personal details (these will be held in accordance with the Data Protection Act) Title (Mr/Mrs/Miss/Ms/Other) Surname Date of birth Forename(s) B. Details of qualifications held (Please refer to the Qualifications Guide – Electrical)	Design	or 1: Tick all that app	Commissioning	Main	tenance			
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Please enclose/email:

Copies of all qualifications/certificates indicated above (or evidence of previous registration for section C).

Email us a clear head and shoulders image from any device or send us two copies of a head and shoulders photograph with the name of the individual clearly written on the back.

Telephone: 0345 543 0330 Email: info@napit.org.uk APP/FOR/0017 v1.0 (11.25) Sheet 4 of 4