**Concessionary rate request form 1 April 2025 to 31 March 2026**

**(Accredited members only)**

**Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Member number** \_\_\_\_\_\_\_\_\_\_**Member grade \_\_\_\_\_\_\_\_\_\_**

Renewals are due by **1 April each year** – members who have not renewed by this date may not appear in the CIfA directory of accredited professionals, or receive CIfA emails, bulletins and publications.

**A – I wish to apply for a concessionary rate subscription for 2025/26 due to the following circumstances**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| I am: | |  |  |  | My earnings are in the category: | | |
|  | employed full-time | |  |  | Unemployed (£35) |  |  |
|  | employed part-time | |  |  | Less than £10,000 (£35) |  |  |
|  |  |  |  |  | Low income £10,000 - £25,000 (£115) |  |  |
|  |  |  |  |  | Retired (£85) |  |  |

Supporting documentation enclosed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*statement in writing (via post or email) and/or a copy of your annual P60/Job Seekers allowance statement/payslip*

**Optional information that may assist in the work of CIfA**

|  |  |  |
| --- | --- | --- |
| I am: | | |
| Self- employed |  |
| Employed by a Registered organisation |  |

**B - Payment Method**

|  |  |  |  |
| --- | --- | --- | --- |
| Annual Direct Debit  Collected on the first working day in June (or first month after receipt of DD Mandate) | **Instalment Direct Debit**  Collected on the first working day of the month from  June – March\* | **Single payment by cheque**  Please make cheques payable to ‘Chartered Institute for Archaeologists’ | **Single payment by**  **Debit/credit card**  Card payment online |
|  |  |  |  |
| \*Instalment Direct Debits are collected in 10 instalments from June – March (incl). Instalments owed will be collected on the first month after receipt of mandate | | | |

**C - The Historic Environment: Policy & Practice**

The prices indicated above do not include subscription to the [*Historic Environment: Policy & Practice Journal*](https://www.archaeologists.net/publications/journal). An annual fee will be added if you opt to receive this, and you will be required to pay for all four journals at the beginning of the subscription year. **If paying by instalment direct debit and you are subscribed to the HE Journal, this amount will be included with your first instalment.**

Please tick a box below if you wish to subscribe to the journal (prices vary depending on your option)

|  |  |  |
| --- | --- | --- |
| print only (£34) | print and online (£44) | online only (£17) |

**D – Declaration**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (**please print**) confirm that the subscription fee paid to CIfA is a true reflection of my current total gross income.

Signed……………………………………………... Date……………