

Association of Local Environmental Records Centres

Membership Form

The Association of Local Environmental Records Centre (**ALERC**) is an Association which has been established to represent, support and provide advice to local records centres (LRCs) in the UK.

The Association exists to :

1. Promote and encourage the completion of a UK wide network of LRCs.
2. Promote and develop good standards of practice in the collation, validation, management, dissemination and analysis of biodiversity, geodiversity and related data.
3. Promote and represent LRCs at all appropriate geographical, administrative and organisational levels.
4. Develop accreditation and professional training for local records centres and their staff.
5. Encourage and facilitate cooperation within the LRC community.

Who can become a member?

Membership of **ALERC** will be open to all LRCs in the UK including those at a developmental stage. Membership fees for LRCs vary according to their size and stage in development. Individual membership will only be open to individuals who have previously worked within an LRC and continue to have a positive interest in their development, and to volunteers who are actively working within a LRC. Membership will not be open to other partner organisations³ although the **ALERC** website will be open to all, with a private members section providing services to members only.

Why join?

ALERC is the only body that is dedicated to representing and supporting the UK's LRCs and their staff. The Association is working to provide information and advice to staff and volunteers, helping them do their work and provides a means of sharing good practice. By becoming a member of the Association your LRC will help to shape the future policy framework for LRCs and build links with partner organisations, client bases, users and recording networks.

What are the benefits of membership?

ALERC members may vote at the AGM and nominate individuals for the **ALERC** Board. All **ALERC** members will receive:

- preferential rates and booking on training events, workshops and conferences organised by **ALERC**
- access to members' internet discussion forums and email groups
- access to secure information areas of the **ALERC** website

Joining ALERC

Membership for 2011 will run from 1st April 2011 to 31st March 2012. Applications for membership will be considered by the **ALERC** Board. Once approved the LRC will be invoiced for the membership fee

Membership rates – these are based on the size of your LRC in terms of staff numbers¹ or its stage of development:

Category	Definition	Benefits	Annual fee
Developing LRC	No services being provided	Max 1 place on each event at preferential rate Max 2 users on forum/ private area of website	£75
Small LRC	1-2.9 FTE ¹	Max 2 places on each event at preferential rate Max 4 users on forum/ private area of website	£200
Medium LRC	3-4.9 FTE ¹	Max 4 places on each event at preferential rate Up to 6 users on forum/ private area of website	£350
Large LRC	5+ FTE ¹	Max 6 places on each event at preferential rate Unlimited users on forum/ private area of website	£500
Individual members ²	Individuals ² approved by ALERC Board	1 place on each event at preferential rate and individual use on forum/ private area of website	£20
Associate members ³	Satellite records centres inc. geological	Max 1 place on each event at preferential rate Max 2 users on forum/ private area of website	£75

Application for Membership

Please complete and return to the Treasurer: Nicky Court at **ALERC** c/o 9 Lime Road, Alresford, Hampshire SO24 9LD or email to nicky.court@hants.gov.uk Once approved the LRC/individual will be invoiced for the membership fee. Please say if an official order has to be issued first

Name of LRC or Individual Member (see footnote 2)			
Individual member type	Ex-LRC or Volunteer	LRC:	
Full Address			
Telephone			
General email			
Website address			
Membership Category Devel/Sm/Med/Lge/Ind		No. Staff:	Fee :
Named Representative	Position	Personal email address	
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

I apply on behalf of the named organisation for membership of the Association of Local Environmental Records Centres (**ALERC**) subject to the provisions of the Memorandum & Articles of Association of **ALERC**, available at www.alerc.org.uk. The applicant agrees to contribute a sum not exceeding £1 if **ALERC** is wound up during his, her or its member or within on year afterwards.

Signed :

Date :

Footnotes

- 1 Equivalent full-time paid staff (permanent and temporary) for that year carrying out LRC functions – see [http://www.nbn.org.uk/Guidebooks/Business/Runnig-and-managing-LRCs/Position-statement-\(1\).aspx](http://www.nbn.org.uk/Guidebooks/Business/Runnig-and-managing-LRCs/Position-statement-(1).aspx) (sic)
- 2 Individuals who have previously worked within an LRC and continue to have a positive interest in their development, and (unpaid) volunteers who are actively working within a LRC at the time of application.
- 3 Must demonstrate they are working in partnership with their associated LRC