



ASSOCIATION OF  
GROUP TRAVEL  
ORGANISERS

Registration No.

## APPLICATION FOR ASSOCIATE MEMBERSHIP

Airport House, Purley Way, Croydon, Surrey CRO 0XZ

Tel: 020 8253 4505 Email: [agto@agto.co.uk](mailto:agto@agto.co.uk)

Applicants are required to complete ALL sections below. Failure to do so will delay approval.

Please complete in BLOCK CAPITAL LETTERS

Company Name in full:	
Trading as:	Website:
Registered Address:	Address for correspondence if different:
Postcode:	Postcode:
Tel No.	Tel No.
Fax No.	Fax No.
Email:	Email:
Company Reg. No.	Number of Employees:
Method of trading (Sole Trader/Partnership/Incorporated as Plc/Ltd, etc.	No. of years trading:
Name of Partners/Directors & Titles:	
Name of Applicant in full: Mr / Mrs / Miss / Ms	Position in Company:
<p><b>Please indicate principal type of business:</b> Tour Operator; Theatre/Ticketing Agency; Hotel/Hotel Chain/Leisure Resort; Coach Operator; Visitor Attraction; Tourism Group; Tour Operator – Coaching/Holidays; Transportation; Guiding; Insurance; Publication; Others (please specify):</p> <p><b>Please list below trade organisations</b> to which you belong <b>including your registered number</b>, particularly those which provide client protection e.g. ABTA; CPT. (State if also Bonded) CTC; IATA; CAA; ATOL, etc. Insurance bodies – additional information may be sought after receipt of the application.</p>	
<p><b>Travel Regulations:</b> In line with the EC directive on Package Travel, the UK Regulations implemented from 1 January 1993 by the DTI requires all organisers of package travel, holidays and tours to be able to provide sufficient evidence of security for the return of money paid over, and for the repatriation of the consumer in the event of insolvency, (Section 16).</p> <p><b>Indicate separately your chosen approach to meeting these requirements, giving full details of the arrangements made and the agency concerned if using a bonding institution, insurance or trust. Should you wish to provide any further information about your approach to complying with the regulations, and any other practices your organisation follows in its dealings with customers, this will be most helpful. If you do not consider the regulations apply to the services you provide please confirm this is so and give the reasons.</b></p>	
<p><b>Declaration:</b> I enclose £350 plus VAT payment representing our company's joining fee and current subscription. I understand that should the application be refused this payment will be refunded. I confirm the details on this form are true and that I have read and understood the conditions for membership and the code of ethics as provided by the Association. For <b>Associate members</b> who are registered charities the initial payment is £290 plus VAT or £200 plus VAT for those trading below the current VAT threshold and also includes our one-off joining fee.</p>	
Signed:..... Date of application:.....	
<p><b>Please complete and return this form with your cheque (made payable to GTOA Ltd) to the Membership Secretary at the above address. Membership does not begin until payment is received. If you require a receipted invoice please tell us when you apply.</b></p>	



facebook.com/AGTO

[www.agto.co.uk](http://www.agto.co.uk)



@AGTOUK

## **ASSOCIATION OF GROUP TRAVEL ORGANISERS**

The AGTO is an independent organisation representing the interests of those who organise tours and trips for groups as well as those who provide services for group travel.

### **AIMS AND OBJECTIVES**

To enhance the status and professionalism of group travel organisers, and the importance of their contribution to the travel and leisure industry.

To encourage the development of a national network structured on branches where organisers can meet and work together for their mutual benefit.

To represent the interests of group travel organisers in their dealings with industry and official bodies.

To help group organisers to improve their buying power and provide consequential financial benefits to the members of the organisations they represent.

To provide a means for the different categories of members to work together to mutual advantage.

To negotiate various travel and leisure related services for the benefit of all AGTO members and the organisations they represent.

To create an awareness of, and where appropriate, to give advice about the commercial, legislative and emergency conditions prevailing at any time in the travel industry's ever-changing environment so that group travellers' well being and safety is paramount.

### **CODE OF ETHICS**

All members are expected to act in an honest and open way at all times and with all parties, including the organisation they represent, and the public at large. They must ensure that dealings with travel, leisure and associated industries are undertaken in a way that would receive the approbation of their fellow members and the approval of the elected members of the Association's committees, to whom they should apply when in doubt.

They must not accept hospitality in its various forms from one party that may influence or prejudice their dealings to the detriment of others or defame the good name of the Association.

They should reject any form of personal incentive offer and always report to the organisation they represent, such offers, and in addition all offers of 'free places' so that they can be seen to be acting without undue influence.

They must not disclose information that is given to them in committee, or at any time, by another member that could be used by third parties to the detriment of the party providing the information.

Their behaviour and the behaviour of their guests when participating in AGTO sponsored, approved or organised events must be impeccable.

Offers of 'educational' trips or hospitality in connection with products or particular suppliers, or to particular destinations, should not be accepted unless there is a real possibility of the member organising a visit or taking advantage of the products or places involved for his organisation.

Such trips should not be regarded as leisure events but as working visits.

Associate and Intermediate Members are bound by the intentions of the code and should not abuse their favoured position.

This Code of Ethics will be strictly enforced by the National Committee/Board of Directors in assessing and taking any appropriate action.