

Application for Full Membership and Shareholding

This form is for persons and organisations wishing to become full members of Rural Services Scotland Ltd. It must be completed in full, including the below Direct Debit Instruction (DDI), which must remain active throughout your membership.

All signature boxes on this page and the "Members Operating Rules" page must be completed, by a person authorised to do so, before the membership can be activated and services used. **The Direct Debit Instruction and signature box above it must be completed in black ink and returned by post** to the address shown in the letterhead.

Name/business name:

Contact name (if different):

Address/postcode:

VAT No. (if applicable):

Contact telephone:

Contact email:

I hereby make application to be admitted as a member of Rural Services Scotland Ltd. and I either enclose a cheque or have made payment to Rural Services Scotland Ltd. via BACS for **£200**. This covers fifty shares at **£1** each, and one year's membership subscription at **£125+VAT**. I have read and understand the terms and conditions on this page and agree to be bound by the rules of Rural Services Scotland Ltd. All information supplied is accurate. I understand that Rural Services Scotland Ltd. acts as agent only and not as principal in organising contracts between members.

Signed:

Print name:

Date:

Rural Services Scotland Ltd. Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the form and send it to: Rural Services Scotland Ltd.,
73 Norwell Drive, Perth Airport Business Park, Perth PH2 6PL



To: The Manager Bank/building society

Address

Postcode

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Service user number

9 0 1 0 2 9

Reference

Instruction to your Bank or Building Society
Please pay Rural Services Scotland Ltd. Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Rural Services Scotland and, if so, details will be passed electronically to my Bank/Building Society

Signature(s)

Date

Members Operating Rules

Rural Services Scotland Ltd. ("RSS" or "the ring") acts only as an agent and not as a principal in arranging inter-member work, in conjunction with a payment system in respect of that work. RSS will also maintain a database of member services available and will develop the company to the best advantage for members.

. When a member requires work to be done (a "demander"), the ring should be contacted as soon as possible. Once the request is received from the demander, it is the responsibility of the Ring Manager, as agent, to match up a member to supply the service (a "supplier") and notify them of their commitment.

2. All members who intend to carry out work for the ring should contact their insurance company to ensure that they are covered for contracting within the Ring and that they are fully insured to cover public liability.

3. It is the responsibility of the supplier to ensure that all equipment is mechanically sound, fit for purpose, and fully compliant with current Health and Safety legislation. It is also the demander's responsibility to ensure that the supplier's machinery complies with same legislation with respect to the demander's business premises.

4. The demander should have full personal accident/injury insurance covering works undertaken on the premises.

5. The Ring Manager must be notified immediately of any breakdown. The operator will be given a reasonable length of time to repair the machine. If for any reason the repair is going to take longer, then the Ring Manager may appoint another member to complete the work. Each member will be paid for respective work completed.

6. The demander will be responsible for damage to the supplier's machinery if caused by the demander's neglect.

. All complaints regarding transactions between members should be made to the Ring Manager in the first instance. If no satisfactory settlement can be reached, it is the member's right to present the complaint at the next meeting of the RSS management committee, whose decision is final.

8. It is the supplier's responsibility to return one copy of the signed work completion schedule to the Ring Manager promptly.

9. Members should have a current account at a bank, together with authorisation for the Ring Manager plus one other Director to use this account as regards payment for work done among the members, by variable Direct Debit and credit.

. The demander will pay by Direct Debit on the twenty first day after the invoice date, and the supplier will be paid by direct credit soon after the specified amount has been cleared through the banking system.

. The ring will charge a levy on work done by members for members. The charge will be set annually by members of the ring's management committee.

2. The ring is not responsible for any default in payment by the demander.

3. Work is generally undertaken at the rates in the recommended RSS guide price list. Alterations in price due to circumstances may be negotiated and this should be agreed before work commences.

4. Members are obliged to offer their free machinery capacity to the ring and to cover their additional demand from the ring. Only if an arrangement is not possible is the member free to offer and seek machine capacities outwith the ring.

5. All transactions in connection with the ring must be made through its manager, who is responsible to the management committee of the ring.

6. In arranging contracts between demander and supplier members, the ring acts at all times as agent, and not as principal. Invoice documentation states clearly that the Machinery Ring acts as an agent for its members. The ring cannot be held liable for any damage or loss caused by an arrangement made by the Ring Manager.

. Members can use the ring as a source of subcontracting for work to non-members. The non-member will collect his own bill through his normal invoicing system and the ring member, who is the subcontractor, will be paid through the ring system.

8. Members carrying out work for non-members should not charge less than the guide rate set by the ring for that particular service, unless negotiated because of operating conditions, quality of work or other circumstances.

9. Each individual member, farming partnership or company which is a member shall pay an annual subscription to the ring. The charge will be set annually by the ring's management committee.

2 . In the event of the ring accepting a grant or loan from anybody, members of the ring bind themselves to accept the rules and/or conditions of the grant or loan.

2 . The below signatory confirms that he or she has full authority to bind the person or business named at the top of the first page of this document (name/business name) to the terms set out in this document.

Signed:

Print name:

Date: