



Code of Membership

- Membership of the Belfast Chamber of Trade & Commerce (BCTC) is open to all individual persons, companies and firms interested or actively engaged in business or a profession.
- Notice of acceptance into BCTC membership will be provided in writing and accompanied by a Certificate of Membership.
- BCTC requires its members to maintain the highest standards of service and professionalism at all times in order to enhance the reputation of BCTC and the leading City of Belfast.
- Membership of BCTC is non transferable. Membership shall belong to the business and not to the individual owner, partner, director or manager who currently represents that business in its relationship with the Chamber.
- Membership is a prerequisite to participation in any BCTC scheme or promotion.
- Membership subscription and fees must be paid promptly when due.
- Membership may be suspended until any overdue fees or subscriptions are paid in full. The member will remain liable for any arrears.
- Every member shall pay an annual subscription, which shall be determined at the Annual General Meeting. All subscriptions shall become due on the 1st day of April one year in advance and no member in arrears shall be entitled to a vote at any meeting unless this subscription has been previously paid. Members joining during the year will be liable to pay a pro-rata membership fee for the remainder of that year.

- Every fully paid-up member of BCTC has the right to submit a notice of motion in writing to the Secretary (the City Centre Manager) not less than 7 days prior to any meeting of members. The motion shall then be placed on the agenda for the next meeting.
- Members are required to complete a questionnaire each year providing business contact details, goods and services supplied by the business, and the number of staff employed by the business. These details may then appear in BCTC publications.
- Members participating in BCTC Retail Crimewatch scheme are required to submit average stock loss figures to the Membership Officer annually.
- Any member who shall do any act or conduct calculated to injure or discredit BCTC may be expelled from membership by resolution of the majority of members at a meeting of BCTC Executive Council.
- A notice may be served by BCTC upon any member either personally, by facsimile, by e-mail, or through the post by letter. Any notice sent by post shall be deemed to have been served two days after the date of posting,
- A member may terminate their membership only by giving notice in writing at least six weeks prior to the commencement of the next membership year. In the event that proper notice of termination has not been given, membership will continue and the subscription will be due for payment.
- BCTC will take appropriate steps to recover any unpaid subscriptions including taking legal action if necessary.
- It is the policy of BCTC not to provide refunds or part refunds on membership subscriptions.
- BCTC reserves the right to amend the code of membership at anytime. Any amendments will be notified to the membership in writing.