



Accredited  
**cpd**

# Registration Form

To register as a CPD Standards Ambassador, please complete the following information and return a copy by email to [info@cpdstandards.com](mailto:info@cpdstandards.com)

**The CPD Standards Office**

INDEPENDENTLY ACCREDITED CPD

[www.cpdstandards.com](http://www.cpdstandards.com)

Part of the Professional Development Consortium

## CPD STANDARDS AMBASSADOR DETAILS

Please complete the sections below with full contact details and information of the organisation, or individual who is registering to become a CPD Standards Ambassador:

<b>MAIN CONTACT:</b>			
<b>ORGANISATION NAME:</b>			
<b>ORGANISATION ADDRESS:</b>			
<b>WEBSITE ADDRESS:</b>		<b>LANDLINE PHONE NUMBER:</b>	
<b>CONTACT EMAIL ADDRESS:</b>		<b>CONTACT PHONE NUMBER:</b>	
<b>DATE OF REGISTRATION:</b>			
<b>ACTIVITIES LIKELY TO REPRESENTED AND PROMOTED FOR CPD ACCREDITATION.</b>  Please tick as many that apply.	<b>TRAINING COURSE</b>		
	<b>EVENTS</b>		
	<b>ONLINE AND MOBILE LEARNING</b>		
	<b>COACH</b>		
	<b>SPEAKER</b>		

### OUR COMMITMENT TO WORKING TOGETHER:

Following completion of the above information, I confirm my registration with the CPD Standards Office to become a CPD Standards Ambassador and promote independent CPD accreditation for training, learning and coaching activities. I agree to the following terms:

- ✓ Represent the CPD Standards Office professionally and positively to new organisations and individuals
- ✓ To promote CPD Standards Office by their terms of business.
- ✓ Work exclusively with the CPD Standards Office as a CPD accreditation provider
- ✓ Receive a 30% commission fee from the first year's membership subscription fee of the new member.
- ✓ Receive payment by invoicing on receipt of an email communication from the Office that the new client has settled their account in full.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The CPD Standards Office forms part of the Professional Development Consortium. Completing this document creates a contract between your organisation and The Professional Development Consortium.

## THE CPD STANDARDS OFFICE - TERMS AND CONDITIONS OF BUSINESS

### OVERSEEN BY THE PROFESSIONAL DEVELOPMENT CONSORTIUM

These are the Terms and Conditions of business that are provided to new members of the CPD Standards Office. As a CPD Ambassador, please take the time to read them to ensure that your representation of the Office is true and transparent.

The Office makes clear that these Terms and Conditions constitute a contract between the new client organisation and the Professional Development Consortium. Any reference to 'we', 'us', 'our' or 'Company' means the Professional Development Consortium. Any reference to 'you' or 'your', or any similar expression means the new individual, company or organisation with whom we will be working with. Any reference to 'Registered Providers' means the named status of the new client once they have entered into this contractual agreement.

#### 1. Term

This agreement continues until terminated by either party in writing upon 30 days' notice.

#### 2. Responsibilities

##### The Ambassador shall:

- 2.1 Identify at least 3 appropriate sales opportunities for The CPD Standards Office per annum.
- 2.2 Act in a professional manner representing The CPD Standards Office positively and in accordance with The CPD Standards Office brand values
- 2.3 Promote, recommend and sell The CPD Standards Office and all associated products and services ("Products") on a non-exclusive basis.
- 2.4 Utilise The CPD Standards Office platform to proactively demonstrate the products
- 2.5 Unless agreed otherwise in writing, sell Products based on the CPD Standards Office rates and in accordance with the CPD Standards Office partner and Customer Order.
- 2.6 Not solicit The CPD Standards Office's employees or clients, whether prospective or existing, for the duration of this agreement and for a period of 12 months thereafter.
- 2.7 Use The CPD Standards Office's name and logo for marketing and sales purposes subject to The CPD Standards Office's prior written approval.
- 2.8 Not recommend competing products to its clients unless agreed otherwise in writing
- 2.9 Adhere to The CPD Standards Office terms of use, Privacy Policy and User Guide

#### 3. The CPD Standards Office shall:

- 2.10 Invoice the Customer or Partner in accordance with the signed CPD Standards Office or Customer Order
- 2.11 Upon payment of the invoice by the Customer or Partner, the Ambassador shall submit a valid invoice to The CPD Standards Office for 30% of the Subscription fees (subscription only) ("Ambassador Invoice")
- 2.12 The CPD Standards Office shall pay the Ambassador Invoice within 30 days of receipt

#### 4. Law

This agreement and all disputes and claims shall be governed by the laws of United Kingdom. Both parties shall comply with all applicable laws and regulations with respect to its activities under this agreement.

**5. Authorization**

<b>The CPD Standards Office:</b>	<b>Ambassador:</b>
Printed Name of Authorised Signatory:	Printed Name of Authorised Signatory:
Position:	Position:
Signature:	Signature:
Date:	Date: