

The Association of British Professional Conference Organisers

Membership Eligibility & Benefits

Full Membership

Eligibility

1. A minimum of 5 years' experience in the organisation of all services required for the preparation and running of conferences and events.

AND

2. A minimum of 2 years as a proprietor, partner, director or senior manager of a conference organising business or as the director or senior manager of a conference organising unit attached to a professional or trade association, educational institution, official body, or corporation.

As a guide, applicants will usually have been:

- Responsible for the entire organisation of at least 8 conferences, each with an attendance of at least 300 delegates and lasting 2 days or more

OR

- Responsible for the entire organisation of at least 20 smaller conferences, all of which shall have been attended by at least 100 delegates
- Applicants are requested to provide brief details of eight conferences previously organised. This gives applicants the opportunity to demonstrate the scope of their activities. Accompanying literature (e.g. meeting announcements etc) is welcome, although not obligatory.

Benefits

- Voting rights within ABPCO
- Attendance at all ABPCO member meetings (free of charge), professional development seminars (discounted rates apply) and the annual conference
- Access to ABPCO confidential members-only group email facility
- Access to protective documentation and on-site staff register
- Inclusion on the list of full ABPCO members given to potential new clients and receipt of other business leads and enquiries
- Authorisation to use the designation 'Full Member of ABPCO' and appropriate logo when used in conjunction with the member's name i.e. on business cards and personal correspondence only, not on corporate communications of any kind

Subscription - £275.00 + VAT per annum – no joining fee

Associate Membership

Eligibility

A minimum of 2 years' experience in the organisation of all services required for the preparation and running of conferences and events.

Benefits

- Voting rights within ABPCO
- Attendance at all ABPCO member meetings (free of charge), professional development seminars (discounted rates apply) and the annual conference
- Access to ABPCO confidential members-only group email facility
- Access to Full ABPCO members for advice and consultation
- Authorisation to use the designation 'Associate Member of ABPCO' and appropriate logo when used in conjunction with the member's name i.e. on business cards and personal correspondence only, not on corporate communications of any kind
- Progression to Full Membership once satisfying the relevant criteria

Subscription - £225.00 + VAT per annum – no joining fee

Multiple Memberships

If an organisation has two '**Full**' members already within ABPCO, a discount of 30% on the membership fee is to be given to any additional members joining from the same organisation, either at 'Full' or 'Associate' level.

If an organisation has two '**Associate**' members already within ABPCO, a discount of 30% is to be given to any additional members joining at 'Associate' **level** (not 'Full' level).

If an organisation has one '**Full**' member and one '**Associate**' member already within ABPCO, a 30% discount is to be given on any further members joining at 'Associate' level only.