Corporate Industry Partner (CIP) Membership Application

Communications and Public Relations Society of Canada (CPRS)

Membership year: January 1 to December 31 | All CIP memberships renew each January 1

Application date _____ *YYYY-MM-DD*

CIP is an annual membership running January 1 to December 31. If you join partway through the year, your first-year membership fee and any additional seats are prorated. Fees are in Canadian dollars, plus applicable taxes.

Use this application to join the Communications and Public Relations Society of Canada (CPRS) as a Corporate Industry Partner (CIP). CIP is a membership category for companies that supply products and services to Canada's communications and public relations profession. Every CIP membership includes at least one CIP Associate seat, held by a named staff member as an individual, non-voting CPRS membership. CPRS reviews every application and uses it to prepare an estimate for your company and, once the estimate is approved, the invoice.

How to apply: 1. Open this form in Adobe Acrobat Reader (free) or another PDF reader, complete each section and save it. 2. Name each staff member who will hold a CIP Associate seat in section 5. 3. Email the completed form to **membership@cprs.ca**. 4. CPRS reviews the application and emails you an estimate showing the membership fee, any additional seat and local society fees, and applicable taxes. The estimate sets out the payment terms. 5. Sign off on the estimate by replying to that email; CPRS then issues the invoice. Memberships are activated once payment is received.

1. Company information

Legal company name _____

Operating name (if different) _____

Parent company (if any) _____

Website _____

Head office street address _____

City _____ Postal / ZIP code _____

Country of head office _____ *If Other, name the country in the address field above*

Canadian office address (if head office is outside Canada) _____

Province or territory of Canadian office or head office _____ *Determines the GST/HST rate (and QST for Quebec)*

Main phone _____ Year established _____

Number of employees worldwide (including parent or associated companies) _____

Primary products or services offered to the communications and public relations industry (2 to 3 sentences):

Category (check all that apply)

- ☐ Technology or platform provider
- ☐ Media monitoring, measurement or analytics
- ☐ Wire or distribution service
- ☐ Research firm
- ☐ Training or professional development
- ☐ Recruitment or staffing
- ☐ Insurance or professional services
- ☐ Other (describe below)

Other category (describe) _____

Current relationship with CPRS (check all that apply)

- ☐ Current or past sponsor
- ☐ Advertiser
- ☐ Career Centre job poster
- ☐ Conference exhibitor
- ☐ None yet

2. Contacts

1. Main organizational contact

Manages the relationship with CPRS, including CIP Associate changes, partner profile materials and renewals.

Name | Title

Email | Phone

Mailing address same as head office?

Mailing address (if different)

2. Billing and finance contact

Receives the estimate and invoice and handles payment.

Name | Title

Email | Phone

Billing address same as head office?

Billing address (if different)

3. Membership level and seats

Fee schedule (annual, in Canadian dollars, before tax)

Membership level	Annual fee	Seats included	Maximum seats	Additional seats available
Emerging Supplier*	$2,500	1	2	1
Industry Associate	$5,000	2	3	1
Contributing Partner	$7,500	3	5	2
Premier Partner	$10,000	4	8	4

*Emerging Supplier eligibility is set out in section 4.

Membership level requested

Term

Number of additional seats requested — *Up to the maximum for your level*

Requested start date — *YYYY-MM-DD*

Add local society membership? (optional)

Membership fee. CIP is an annual membership running January 1 to December 31 and renewing each January 1. If you join partway through the year, your first-year membership fee and any additional seats are prorated. Contributing and Premier Partners may choose a two-year term with a 5% discount on the annual membership fee. Fees are in Canadian dollars, plus applicable taxes.

Additional seats. Additional seats, up to the maximum for your level, are invoiced at the prevailing CPRS Full Member rate in effect January 1 (currently $347 per seat, plus applicable taxes).

Local society membership. Associates may add membership in their local society at that society's annual rate. CPRS National invoices the add-on and remits it to the society. Local add-ons are charged at the full annual rate and are not prorated.

Taxes. GST/HST is applied based on the province or territory entered in section 1; Quebec addresses are also charged QST (9.975%). Your estimate will show each fee and the tax that applies.

4. Emerging Supplier eligibility (complete only if applying at this level)

Emerging Supplier is available to independent companies headquartered or primarily operating in Canada with fewer than 10 employees worldwide, including any parent or associated companies.

- ☐ Our company is headquartered or primarily operates in Canada.
- ☐ We have fewer than 10 employees worldwide, including any parent or associated companies (as entered in section 1).
- ☐ We are not a subsidiary, division or office of a larger company.
- ☐ We understand that if we reach 10 or more employees, our membership moves to Industry Associate at the next January 1 renewal.

5. CIP Associates

One row per staff member holding a CIP Associate seat, up to the maximum for your level. Every CIP membership includes at least one Associate. CIP Associates hold individual CPRS memberships with access to member benefits. They are non-voting members and do not vote at the national Annual General Meeting or at local society meetings. **Seat:** Included (covered by your membership level) or Additional (invoiced at the prevailing CPRS Full Member rate). **Status:** Current: employer paid, Current: paid personally, or New member. For current members, add the CPRS member ID if known; CPRS confirms expiry dates from its records. **Local society:** choose a local society for Associates adding the optional local society membership, or National only. Associates can be named or changed during the year by contacting CPRS.

#	First name	Last name	Email	Job title	Seat	Status	Member ID	Local society
1					Included			
2								
3								
4								
5								
6								
7								
8								

Associate 1 is always an included seat. Rows beyond the maximum for your level will not be enrolled.

6. Billing and invoicing

Purchase order number (if required)

Invoice delivery

Payment method

Tax status: Not exempt

Exemption certificate or number (required if exempt) — *Attach the certificate when you submit*

In-kind contribution (optional). If you wish to propose an in-kind contribution toward your membership fee, describe it here. In-kind proposals are subject to CPRS approval and are confirmed in writing before the membership year begins.

7. Declarations

By signing, we confirm that:

- ☐ We supply products or services to the communications and public relations industry.
- ☐ We understand that CIP membership is subject to CPRS review and approval, and that CPRS may decline or rescind CIP status.
- ☐ We understand that CIP membership is non-exclusive and does not grant category exclusivity.
- ☐ We understand that CIP Associates are non-voting members and do not vote at the national Annual General Meeting or at local society meetings.
- ☐ We understand that CIP membership is annual (January 1 to December 31), renews each January 1. If we join partway through the year, the first-year membership fee and any additional seats are prorated. Membership fees are reviewed every two years.
- ☐ We understand that additional seats are invoiced at the prevailing CPRS Full Member rate in effect January 1, that local society add-ons are charged at the society's full annual rate and are not prorated, and that applicable taxes apply.
- ☐ We understand that explainer videos and member offers (Contributing and Premier Partners) are subject to CPRS review before posting.
- ☐ We understand that sponsorship, advertising and conference opportunities are separate from CIP membership.
- ☐ We consent to CPRS listing our company name, logo and description on cprs.ca and announcing our membership in CPRS Communiqué.
- ☐ All named Associates have agreed to be enrolled and contacted by CPRS and, where they add a local membership, by their local society.
- ☐ The information in this application is accurate.

8. Review, approval and authorization

- ☐ Corporate applications are subject to review and approval by CPRS to ensure alignment with our values and long-term vision.
- ☐ Submission of this form does not guarantee membership; all applications are reviewed for alignment with organizational values prior to approval.

Authorized signatory name		Title	
Date (YYYY-MM-DD)		Signature	

Submit the completed form to **membership@cprs.ca**. CPRS will review the application and email an estimate following its review of the application. The estimate shows the membership fee, any additional seat and local society fees, applicable taxes and the payment terms. Reply to that email to sign off on the estimate, and the invoice will follow. Memberships are activated once payment is received.

For CPRS office use only

Date received		Reviewed by	
Approved (Y/N) and date		Level confirmed	
Included / additional seats		Prorated amount (first year)	
National seat fees		Local society fees and societies	
Taxes		Estimate number and date sent	
Estimate approved (date)		Invoice number	
Payment received (date)		Partner page and Communiqué welcome	