



Association of
Canadian Archivists
Association canadienne
des archivistes

email aca@archivists.ca www.archivists.ca

Individual Member & Affiliate Application, 2017

The fees identified below provide ACA membership for the calendar year January 1 to December 31, 2017, including online Archivaria #83 & #84.

See page 2 for detailed information

Name: _____ Institution: _____

Type: Renewing member ID _____, or

Renewing? Use member ID or renew online <https://www.members-archivists.ca>. Members can use this link to update your contact coordinates, revise Directory preference, add or change your SIS & Volunteer Interests.

New (please enter your contact information below; please): Work Home

Address: _____ Phone: _____

Fax: _____

City: _____ Prov: _____

Postal Code: _____ E-Mail: _____

Code of Conduct:

In applying to renew or join the ACA, I accept the Code of Conduct for ACA as well as the "Conditions for the Use of ACA Online Publications" for **e-Archivaria** on-line collection. (see details, p.2)

Signature: _____

<p>Membership Fee (Individual member)</p> <p><i>Please select your category (income range)</i></p> <p>– Donate (GST Exempt) –</p> <table style="width: 100%; border: 1px solid black;"> <tr> <td style="padding: 2px;">Sustaining Member</td> <td></td> </tr> <tr> <td style="padding: 2px;">Minimum \$30 donation</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> <tr> <td style="padding: 2px;">Foundation Donation (ACAF)</td> <td></td> </tr> <tr> <td style="padding: 2px;">A tax receipt is provided for \$50 or more</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> </table>	Sustaining Member		Minimum \$30 donation	\$	Foundation Donation (ACAF)		A tax receipt is provided for \$50 or more	\$	<p>Select your location</p> <p>Request print copies of Archkvaria <input type="checkbox"/></p> <p>(Kuuwgu"% 5"("% 6, \$20 + \$""""hipping)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right; padding: 2px;">Subtotal</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> <tr> <td style="text-align: right; padding: 2px;">Shipping</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> <tr> <td style="text-align: right; padding: 2px;">' GST-HST</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> <tr> <td style="text-align: right; padding: 2px;">TOTAL</td> <td style="text-align: right; padding: 2px;">\$</td> </tr> </table>	Subtotal	\$	Shipping	\$	' GST-HST	\$	TOTAL	\$
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Special Interest Sections (new members only: please no more than 3 SIS groups per member)

<input type="checkbox"/> Aboriginal Archives SIS	<input type="checkbox"/> Access & Privacy SIS	<input type="checkbox"/> Accessibility SIS
<input type="checkbox"/> Government Records SIS	<input type="checkbox"/> Municipal Archives SIS	<input type="checkbox"/> Personal Archives SIS
<input type="checkbox"/> Religious Archives SIS	<input type="checkbox"/> Sound & Moving Images SIS	<input type="checkbox"/> Technology & Archives SIS
<input type="checkbox"/> University & College Archives		

Payment Method: Please select your preferred method of payment: _____

a. Click Print and mail the completed form with Cheque or Money Order payable to

Association of Canadian Archivists

b. To pay by credit card, enter your card information, click Print, sign and fax the completed form to ACA:

Name on card: _____ Card Number _____

Signature: _____ Card Expiry Date: ____/____ (MM/YY)

Receipt to be issued in Name of: _____

* GST Reg #R106732688; taxes apply to Canadian residents & delivery locations in Canada.



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Instructions: This form can be completed onscreen, then printed and sent to the ACA office, at the address shown above. Simply move your cursor over each input field and click to type or select a response.

General membership information:

Membership in ACA covers the calendar year, January 1 through December 31.

Receipts:

Membership confirmation and receipt is sent to each member by e-mail (where we have your e-mail address), or by mail.

Deadlines:

- Early renewal draw Dec 31
- Online renewal Feb 28

Code of Conduct

ACA does not tolerate harassment in any form. In keeping with the principles of its Code of Ethics, the Association of Canadian Archivists is committed to providing a harassment free environment for its members and others who participate at its conference and events. By enrolling as an ACA member, you agree to comply with the Code of Conduct.

The Code of Ethics and Code of Conduct can be viewed at <http://archivists.ca/content/code-ethics>

Privacy

ACA values the privacy of its members and customers. All information collected is retained and used solely in accordance with our Privacy Policy, which adheres to the *Personal Information Protection and Electronic Documents Act (Canada)*. The use of all information collected is restricted to Association purposes. To view our policy, visit

http://www.archivists.ca/sites/default/files/Attachments/About Us_attachments/3_ACA_privacy_policy_final.pdf

Canadian Taxes:

Residents in Canada are required to include GST/HST for the province or territory in which s/he resides.

Archivaria, Journal of the Association of Canadian Archivists

1. Members of ACA receive access to all issues of e-Archivaria online for the calendar year; the "Conditions for the Use of ACA Online Publications" for e-Archivaria online collection are found at

<http://www.archivists.ca/content/e-archivaria>

2. Archivaria in print (two issues per calendar year): to order print copies of the two issues for the year, simply tick the field showing 'request a print *Archivaria*' and include the fee, then select the appropriate postage for your delivery location.

Print issues are not subject to GST/HST
Archivaria print delivery rate
(subject to rate change by Canada Post)

Delivery to	Rate
Canada	\$15
USA	\$25
International	\$45

Further Information:

Visit our website at www.archivists.ca

Call or fax the ACA office at

Phone 613.234-6977

Fax 613.234-8500

e-mail aca@archivists.ca

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