

**APPLICATION for:-**

- 1-admission as a Code Party under the Market Code, and**  
**2-membership of Central Market Agency Limited**

Please complete this Application:-

1. to be admitted as a Code Party to the Market Code (being the document designated from time to time as the market code pursuant to paragraph 3A of the Water Services (Codes and Services) Directions 2007 (“Code Party” and “Market Code” respectively) in accordance with the Admission Conditions contained in the Market Code, and

2 for membership of Central Market Agency Limited, a company limited by guarantee incorporated in Scotland under the Companies Acts with the registered Number SC 328635 and having its Registered Office at Enterprise House House, Springkerse Business Park, Stirling, FK7 7UF (“CMA”)

and then sign, date and send it to the Central Market Agency Limited (CMA), Enterprise House, Springkerse Business Park, Stirling, FK7 7UF.

	<b>Information Required</b>	<b>Applicant Details</b>
1	Name and contact details:  (Please provide full legal name and address of registered/principle office of Applicant and principle telephone number)	
2	Is the Applicant a company incorporated under the Companies Act 1985?  (If yes, please provide Company Number)	Yes / No (delete as applicable)  Company Number:
3	Applicant’s contact:  (the contact for handling application issues)	Name:  Position:  Address:  Facsimile:  Telephone No:  e-mail:
4	Contract Manager:  (Market Code Part 5 (Market Design), Section 5.2.4 and Transition contact under Market Code Schedule 5 (Transitional Duties), paragraph 4.1.2(i))	Name:  Position:  Address:

		Facsimile: Telephone No: e-mail:
5	TP Member:  (Market Code Part 8 (Governance), Section 8.6.2)	Name:  Position:  Address:  Facsimile:  Telephone No:  e-mail:
6	Authorised signatory/ies (not already covered in 3, 4 and 5 above):	Name:  Position:  Name:  Position
7	Details of Licenses or Licence exemptions held (which have not been the subject of any successful appeal):  (Please include details as to whether Licence is full, specialist or self-supply)	
8	Is the Applicant registered for VAT purposes?  (If yes, please provide the VAT registration number)	Yes / No (delete as applicable)  VAT registration number:

**DECLARATION**

- (a) I apply on behalf of the Applicant for the Applicant to become a Code Party to the Market Code in accordance with the Admission Conditions.
- (b) I apply on behalf of the Applicant for the Applicant to be admitted to membership of CMA in accordance the Memorandum and Articles of CMA, with the rights and subject to the obligations imposed on members by those Memorandum and Articles, and, subject to the Applicant being admitted to membership of CMA I undertake on behalf of the Applicant to observe and fulfil those obligations

- (c) I am duly authorised to sign this Application on behalf of the Applicant.
- (d) \* (1). I accept on behalf of the Applicant that the CMA may take direct debit payments as provided for in this Admission Application for any and all payments that is, are or become due by the Applicant to the CMA.  
  
\* (2). I accept on behalf of the Applicant that all invoices issued by CMA in respect of any payment due by the Applicant to CMA shall be payable by the Applicant on issue by CMA and that if any such payment is not paid to CMA in full within 5 Business Days (as defined in the Market Code) the Applicant will have to pay interest at the rate of 3 per cent above the base lending rate from time to time of The Royal Bank of Scotland plc (or such equivalent rate as may be determined from time to time by CMA) and that from the date of the invoice issued in respect of such unpaid amount until such unpaid amount and all interest thereon have been paid in full to CMA.

**\* Delete one of Paragraphs (d)1 and (d)2 .If neither is , or both are, deleted Paragraph (d)1 will apply.**

- (e) I confirm on behalf of the Applicant that:-
  - (1). the Applicant has signed-up to a Wholesale Services Agreement and the Operational Code, and
  - (2). the Licence (as defined in the Market Code) which was granted to the Applicant was not the subject of any successful appeal.
- (f) I agree on behalf of the Applicant that if the Applicant is a member of a Licensed Provider's Group (as defined in the Market Code) and another member of that Group is already a member of CMA , this application is to be treated as an application only to be admitted as a Code Party to the Market Code.

(g) I confirm that the information given in this Application is complete and correct.

Signed: .....

Name: .....

Position: .....

Date: .....

It is the CMA's aim that an Application will be processed within 10 Business Days of receipt by the CMA. If an application is successful, the Applicant will then be invited to enter into an Accession Agreement to become a Code Party and upon that Accession Agreement being executed by the parties thereto the Applicant will be admitted as a Code Party to the Market Code, and subject to Paragraph (f) above as a member of CMA.

**Data Protection Act Notice**

The CMA will use your personal information contained on this form together with other information for our business administration purposes. The CMA may disclose this information to its service providers, agents, Code Parties and other bodies fulfilling central functions within the water industry and, if required by law, to any other agency. You have a right to ask for a copy of your information (for which the CMA may charge a small fee) and to correct any inaccuracies.

NOTE: Unless the context otherwise requires, words and expressions defined in the Market Code shall have the same meanings in this form.

**INSTRUCTIONS TO YOUR BANK/BUILDING SOCIETY TO PAY BY DIRECT DEBIT**



Please complete all sections

Originator's Identification Number: *<to be inserted>*

(Office use only) Application Ref. No.:

1. Name(s) of account holders:
2. To the Manager (Bank/Building Society name):  
Name:  
Address:  
Postcode:
3. Bank/Building Society Account Number:
4. Branch Sort Code:
5. Your instruction to the Bank/Building Society and signature(s)

Please pay the Central Market Agency Limited from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with the Central Market Agency Limited and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s):

Date:

Banks and Building Societies may not accept Direct Debit instructions from some types of account.

Central Market Agency Limited, Ochil House, Springkerse Business Park, Stirling, FK7 7XE.



**THE DIRECT DEBIT GUARANTEE**

This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society. If the amounts to be paid or the payment dates change, the Central Market Agency Limited will notify you ten working days in advance of your account being debited, or as otherwise agreed. If an error is made by the Central Market Agency Limited or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid. You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us at: the Central Market Agency Limited, Enterprise House, Springkerse Business Park, Stirling, FK7 7UF.