

Infection Prevention Society

Membership terms and conditions

1 Membership

Membership of the Infection Prevention Society (IPS) is subject to payment of the applicable annual membership subscription and compliance with the Society's governing documents, policies and regulations.

Membership is granted commencing on the day membership is applied for and will last for a period of 1 year. All memberships are annual.

If you change your mind about joining IPS, then you may cancel your membership within 10 working days of completing the sign-up process in writing to membership@ips.uk.net. Any member benefits received within this period will need to be paid for in full as a non-member and IPS will deduct the value of these benefits from any refund and may also request payment of any amount falling due.

2 Membership fees

Membership fees are displayed on the IPS website and will be fixed for the annual term of the membership.

We may update the membership fees and payment terms set out on the website at any time.

Membership fees are payable either:

- In full at the time of joining or renewal; or
- By quarterly instalments by direct debit, where this payment option is made available

The applicable membership fee is reviewed at least annually by the Society and members will be notified of any changes prior to renewal.

3 Payment by quarterly instalments

Members who elect to pay their annual membership subscription by quarterly instalments acknowledge and agree that:

- By choosing this option, the member commits to paying the full annual membership subscription for the membership year;
- If a member cancels their membership, ceases to use membership benefits, or requests termination of their membership before the annual membership expiry date, the outstanding balance of the annual membership fee will become immediately payable in full;
- The Society reserves the right to recover any outstanding membership fees due under the annual membership commitment, including any costs in recovering amounts due.

By way of example, if you have opted to pay your membership fee by quarterly instalments, if your direct debit is cancelled after 2 instalments, you will be liable to immediately pay the sum of the remaining 2 instalments (the outstanding

membership fee) by an alternative payment method. IPS will at its discretion permit payment by setting up a new direct debit.

For the avoidance of doubt, members who choose to pay by quarterly instalments are entering into a commitment to pay the full annual membership fee. Cancellation of membership during the membership year does not cancel or reduce the remaining balance due for that year.

4 Cancellation of membership

Members may cancel their membership at any time by notifying the Society in writing to membership@ips.uk.net.

However, you agree that you are liable to pay us the membership fee for the entire subscription period and there will be no refund due to you of the membership fee if you cancel your membership prior to the end of the subscription period.

Where membership is being paid by quarterly instalments, cancellation of membership will not remove the member's obligation to pay any remaining balance of the annual membership fee, as set out in section 3.

5 Renewal of your membership

Prior to the end of your subscription period, we will send you a reminder you're your membership if due for renewal, these reminders will specify the amount of the membership fee on renewal.

If you are paying your membership fee by direct debit and you wish to cancel your membership at the end of your subscription period, you should notify us in writing at least 10 working days before renewal and cancel your direct debit payments. If you do not notify us that you no longer wish to be a member, or if you do not notify your bank/building society that you wish to cancel your direct debit at the end of the subscription period, and you continue to pay IPS in accordance with these terms, you agree that IPS may treat this payment as a payment to renew for a further subscription period.

Cancellation of your direct debit does not constitute giving notice of cancellation.

If you have not notified us in advance of your cancellation, IPS will action late requests to cancel made within 10 working days of payment being made and refund the amount paid less any transaction fees from the direct debit provider.

If you pay your membership fee in full by some other method, then you will need to actively renew your membership and pay the renewal fee on or before the date your membership is due for renewal.

If membership fees are not paid within 2 months of the renewal date, your membership will end.

If you rejoin within one month of your membership expiring, membership will be treated as continuous from the renewal date.

6 Non-payment

Failure to pay membership fees or instalments when due may result in:

- Suspension of membership benefits;
- Removal of access to member-only services and resources; and/or
- Termination of membership.

The Society reserves the right to pursue recovery of any outstanding fees.

If you have received a discounted rate for conferences or events, the full non-member rate will become payable in the event of non-payment of membership fees.

IPS reserves the right not to permit payment by quarterly instalments, where these have been cancelled or unpaid in the past and any outstanding membership fees will need to be paid upon re-joining IPS.

7 Membership benefits

Membership benefits are available only while a membership is active and in good standing. Benefits may change from time to time at the discretion of the Society.

8 Changes to membership terms

The Society reserves the right to amend these Conditions of Membership from time to time. Any material changes will be communicated to members and will apply from the date specified by the Society.

9 Acceptance of conditions

By applying for, renewing, or maintaining membership of IPS, members confirm that they have read, understood and agree to abide by these Conditions of Membership.