

Membership Categories

SIGTOA have three levels of membership

- Full Member, with a £200 annual fee
- Associate Member, with a £150 joining fee and £150 annual fee
- International Member, with a £150 joining fee and £150 annual fee

For the purpose of SIGTOA application:

- INBOUND refers to golfers who arrive to play golf in Scotland as the primary purpose of their visit. They will be international travellers who travel from outside the UK and will be booking a package that includes golf, accommodation and possibly transportation. It will exclude 'day golfing trips' or conference groups.
- SIGTOA Full Members have for many years been submitting annual sales figures and other statistics so that the Association can determine the value of business that the Association brings to Scotland and more specifically how many rounds of golf members book at specific courses. Providing this information is a requirement of membership. If you don't feel comfortable proving this information DO NOT apply for membership.

From time-to-time Members may be asked to complete anonymously, questionnaires as they relate to specific issues the Association may be dealing with or as asked by outside agencies.

Membership Path

To become a full member businesses must first be an Associate Member for at least two years and returned all the necessary statistics required of Associate Membership.

An Associate Member can then, at the later date upgrade to Full Member once the necessary criteria is met and a further £100 fee will be levied at that point.

Should we need to verify any of the above please detail the people we may contact to support this application. By adding details, you confirm your approval for us to discuss your application with them.

- Financial Failure Insurance provider:
- Trade Reference 1 - Golf Course:
- Trade Reference 2 – Hotel:

Code of Conduct

The code of conduct, to which **ALL** members agree to adhere, is designed to encourage integrity, and instil ethical conduct amongst all SIGTOA members.

It should be the constant aim of ALL SIGTOA members to conduct their business in such a way that potential clients and suppliers see a clear advantage in working with SIGTOA members.

Minimum code of conduct expected of SIGTOA members:

- Conduct their business and themselves in a manner that will reflect the highest possible standards and credit to the Association
- Ensure that the product you are selling to clients accurately details what has been booked including but not limited to: golf courses with tee times and hotels with room type
- Make clients fully aware of suppliers' specific policies as they relate to check in/out; rules of the clubhouse; handicap restrictions; booking and cancelling a caddy
- To confirm, per the suppliers' T&Cs, any provisional reservations or release space back ASAP to allow re-sale by the supplier, and unless an account is subject to disagreement, to pay all supplier accounts in a timely manner in line with any pre-payment or credit terms extended to that member
- There will be no active or passive solicitation of a competitor's clients when they are on the ground in Scotland; the solicitation of clients brings the Association into disrepute and would result in the immediate expulsion from the Association
- To advertise fairly and truthfully, in line with normal acceptable advertising standards
- A member must not use the name of the Association in any way to solicit discounted or free services from a supplier or profess to speak on behalf of the Association on a matter which may have commercial consequences for other members without first seeking agreement from the membership
- Regular attendance at Association meetings.



Scottish Inbound Golf Tour Operators Association

Application for ASSOCIATE Membership

Notes to prospective members

Before completing this application, please read all the information included to determine what level of membership you qualify for. It is important that you understand the requirements of being a member and the code of conduct.

Every member, regardless of type, joins on the understanding that they will provide basic statistical information to the Association so we can quantify:

- The value on the business SIGTOA collectively bring to Scotland.
- The number of inbound golfers SIGTOA bring to Scotland
- The level of CO2 emissions generated by transporting SIGTOA clients around Scotland.

If you answer **NO** to any of the following questions you cannot be considered for Associate Membership

- Did you qualify for the recent Scottish Government / Visit Scotland inbound Tour Operator support funding?
- Do you fully comply with the Package Travel and Linked Travel Arrangements Regulations 2018?
- Do you carry all the necessary professional indemnity and liability insurance legally required for business trading in Scotland?
- Are you based in Scotland?
- Have you been trading as a continuous going concern for the past three years?
- Do you handle more than 150 golfing clients per annum into Scotland?
- Does this represent a minimum 50% of your overall company business?
- You agree to provide annual turnover for your inbound golf tours to Scotland including the number of passengers who took part in these tours.
- You agree to calculate the total CO2 emissions generated by the road travel of vehicles used in your clients' tours.
- Have you read, understood, and agree to comply with the Code of Conduct?



Associate Membership Application (Confidential)

I confirm that I have read and understood the SIGTOA membership joining criteria and will comply with the code of conduct.

Company Name:

Trading Name if different:

Company Representative:

Position:

Business Address:

Email Address:

Telephone Number:

Date business formed:

Company Registration Number (if applicable):

VAT Reg. No:

What other associations are you a member of?

Give a brief description of your business:

I confirm that the above information is true and accurate and hereby submit this application for consideration by SIGTOA.

Signed:

Name:

Position:

Date:

This application form should be submitted by [email to the Secretary of SIGTOA](mailto:info@sigtoa.com) and it will be considered at the next meeting of the Association.