



International Dendrology Society

Membership Application Form

Fields marked * are mandatory.

Personal Details

Title*

First / Preferred Name*

Surname*

Job Title
(if any)

Organisation
(if any)

Name as you would like it
on your badge at events*

Address Line 1*

Address Line 2

Town / City*

County / State / Region

Postcode / ZIP*

Country*

Primary Telephone*
(including country code)

Secondary Telephone

Year of Birth*

Membership Information

Vice President name
(if known)

Particular interests and
reasons for applying

Are you an amateur or a professional?

☐ Amateur ☐ Professional

Do you own or manage an arboretum or garden?

☐ Yes ☐ No

Would you be willing to allow any other IDS members access to your collection, under certain conditions?

☐ Yes ☐ No ☐ N/A

Are you likely to go on the Society's tours?

☐ Yes ☐ No

Any other relevant
information (e.g.
publications)

Declaration

☐ I agree to the Privacy Policy (see below)

☐ I agree to the Website Terms and Conditions (see below)

☐ I agree to the IDS Values and Standards of Behaviour (see below)

☐ I agree to the Society holding and processing my personal data in accordance with its Privacy Policy.

I confirm that the information given in this application is correct to the best of my knowledge.

Signature*

Date*

Payment

Membership category

- ☐ Ordinary £64 ☐ Ordinary Associate £32.50 ☐ Junior £28.50
☐ Life £3,000 (£1,500 if aged over 65) ☐ Institutional £65
☐ Hard copy of the *Yearbook* £15

Payment method

- ☐ I would like to pay by debit or credit card. Please telephone me to obtain my details.
☐ I enclose a cheque made payable to the International Dendrology Society.
☐ I have made a bank transfer to the account details below, giving my surname as the reference.

Account name: International Dendrology Society
Sort code: 40-52-40
Account number: 00032068

Submitting the form

Please send the completed form to:

International Dendrology Society
Hergest Estate Office
Kington
Herefordshire
HR5 3EG
United Kingdom

Notes

Website Terms and Conditions

VeryConnect provides the membership-management software and website used by the IDS to organise membership records and the society's activities. It enables members to access IDS resources, events and locate other members.

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Every effort is made to keep the website up and running smoothly. However, we take no responsibility for, and will not be liable for, the website being temporarily unavailable due to technical issues beyond our control.

Opinions expressed on this website, particularly in the blogs of members do not reflect the views or opinions of International Dendrology Society or VeryConnect Ltd.

Security

We recognise industry standards and employ security safeguards to protect information from unauthorised access and misuse. We use the most accurate and current information you provide in order to process your request. Furthermore, whenever you transmit sensitive information, such as billing or credit card information to us through our website, we provide you access to our secure server that allows encryption across the internet. This is done to help protect you from unauthorised use of the information you are sending to our server.

Data Protection Policy

About this Policy

- This policy explains when and why we collect personal information ("data") about our Members, how we use it, how we keep it secure and your rights in relation to it.
- We may collect, use and store your personal data, as described in this policy and as described when we collect data from you.
- We reserve the right to amend this policy from time to time without prior notice; you are advised to check our website www.dendrology.org regularly for any amendments, but amendments will not be made retrospectively.
- We will always comply with the European Union General Data Protection Regulation (EU GDPR) when dealing with your personal data. Further details on GDPR can be found on the website for the Information Commissioner's Office (www.ico.gov.uk).

Who are we?

- We are The International Dendrology Society, and can be contacted at office@dendrology.org / ids@hergest.co.uk, or in writing at Hergest Estate Office, Kington, Herefordshire, HR5 3EG, UK.
- For the purposes of GDPR, we are the Data Controller of all personal data we hold about you.

What Information Do We Collect and Why?

<i>Type of Information</i>	<i>Purposes</i>	<i>Legal Basis of Processing</i>
Member's name, address, telephone number, email address, date of birth, date of election, interests etc (as on membership application form), or as completed online by you.	To contact you about the Society's activities (both charitable and social)	To perform our contract with you as a Member of the Society
Member's name, address, telephone number, email address	To make your elected details available for other members of the Society. To include Member's contact details in the hard copy Membership Directory published every two years	Specific consent, which may be withdrawn at any time by amending you permissions online or contacting us
Details of how you interact with the Society's tours, events or charitable activities	To determine which events or appeals we should focus on	To perform our contract with you as a Member of the Society
Details of offices, appointments and committee membership held in the Society and at your own election outside the Society.	To provide lists of offices, appointments and committee membership	To perform our contract with you as a Member of the Society
If you elect to participate in a tour or some other events organised by the Society, the organiser will collect your travel insurance company name and number, and the contact you give in case of emergency	To assist in case of emergency	Duty of Care

How Do We Protect Your Personal Data?

- We have implemented generally accepted standards of technology and operational security to protect personal data from loss, misuse, or unauthorised alteration or destruction.
- We will notify you promptly in the event of any breach of security over your personal data which might expose you to risk.

Who Else Has Access To The Information You Provide Us?

- We will never sell your personal data.
- We will never share your personal data with any third parties except where required to do so by law (for example, for UK members, with HMRC to claim Gift Aid on donations to the Society, where you have specifically authorised us to claim that Gift Aid), or as set out elsewhere in this Policy.
- We may pass your personal data to third parties who are service providers, agents and subcontractors to us, for the purposes of completing tasks and providing services to you on our behalf (for example, Website providers, MailChimp to send you Emails, and Very Connect to provide membership management services, providers of services for tours and events); however, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for any other purpose.

How Long Do We Keep Your Information?

- We will hold your personal data on our systems for as long as you are a Member of the Society, and for as long afterwards as is necessary to comply with our legal obligations.
- We will review your personal data periodically to establish whether we are still entitled to process it; if we decide that we are not entitled to do so, we will stop processing your personal data except that we may retain your personal data in an archived form to be able to comply with future legal obligations.
- Information relating to travel insurance, emergency contact details, scans of passports or other identity documents etc will be destroyed after the successful completion of the tour or event.

Your Rights

You have rights under GDPR (which may be exercised by contacting us, as detailed above):

- to access your personal data.
- to be provided with information about how your personal data is processed.
- to have your personal data corrected.
- to have your personal data erased in certain circumstances.
- to object to or restrict how your personal data is processed.
- to have your personal data transferred to yourself or to another business in certain circumstances.
- You have the right to take any complaints about how we process your personal data to the Information Commissioner (www.ico.gov.uk)

The Society's Website

- Our website may contain links to other websites run by other organisations; this privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit, as we cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

Values and Standards of Behaviour Policy

The International Dendrology Society (IDS) began as a group of friends exchanging experiences, knowledge and enthusiasm for trees and woody shrubs in a spirit that has continued as the Society has grown. Today IDS members have shared values of friendship, curiosity, scientific learning, mutual support and respect for others, whether they are newly introduced to dendrology or a professional with international standing.

As the Society reaches out to welcome new members, all those joining us must agree to abide by the terms, standards and values which are listed below.

- Entitlement to become a member is entirely at the discretion of the IDS.
- By joining the IDS, you agree to be bound by this Policy.
- Membership is not transferable and only named members and agreed institutional representatives may enjoy full member benefits.
- As a member you must not do anything (or permit anything to be done) that may cause harm or loss to the IDS' goodwill, reputation or standing.
- You must not do or permit anything to be done to any other IDS member that may, in the opinion of the IDS, be considered to be inappropriate, distressing, disrespectful, embarrassing or otherwise offensive.
- Members are not permitted to use their access to other members' details for commercial purposes or to raise funds for other organisations or for any purpose other than the functioning of the IDS.
- For as long as you are a member you may state in your online profiles and platforms that you are a member of the IDS, but you must not use the IDS logo or other IDS branding, or in any way imply that you are employed or engaged or endorsed by the IDS, without prior written consent.
- All trademarks and intellectual property contained in the online, digital or printed content generated by the IDS are the property of the IDS. All such rights are reserved. Except as expressly permitted under copyright law, you may not copy, reproduce, republish, post, broadcast or make available to the public any part of this content, unless it has been specifically granted by the IDS.
- Members' personal data will be handled in accordance with our Privacy Policy.
- IDS may terminate your membership if, in the opinion of the IDS, you materially or repeatedly breach any of these Terms and Conditions.