



IIN Membership Terms and Conditions

Membership application and Registration

An individual person obtains membership on a voluntary basis by:

- a) Completing a membership application form; or,
- b) When an employer pays the membership fee on behalf of her/his employees, a list of members forming the basis of the employer's remittance can serve as a basis to register a member if all necessary information is provided for each member.

Acceptance of membership remains subject to approval by IIN Council.

Membership registration includes automatic renewal in terms of the payment option chosen.

A member shall not be entitled to quit except upon giving 3 months' written notice to the Operations Manager of the IIN.

Fees

Membership fees may be subject to annual revision in accordance with the IIN Financial Year ending 31 July. Any adjustments will be communicated at least 30 days prior to renewal in July each year, with the revised fees taking effect from August 1st annually. Our current fee structure is available on the IIN website. It is the member's responsibility to review the latest fees at the time of renewal or new application.

It is important to note that membership fees have remained constant and have not been subjected to any increases for several years. This year, however, we aligned our fees to the CPI by 5%.

The minor membership fee increase comes with a bonus of 9 free online courses plus a reduction in cost for some select courses.

Membership Payment Terms

IIN provides annual/quarterly/monthly payment options to members for your convenience.

1. Payment terms are strictly aligned with the chosen option by individual members or employer groups.
2. Individual members are personally liable for their membership fees.
3. Where the employer assumes responsibility for membership fees, the fee is calculated based on the number of permanent employees during application and renewal.
4. Membership fees are due upon receipt of the invoice IIN.
5. Members with outstanding fees will receive a monthly statement via email, detailing the overdue balance and reminding members to settle promptly. The statements will include an age analysis of outstanding balances.
6. Individual membership will automatically be cancelled when a member is in arrears for more than 120 days. However, the member remains liable for a minimum of 90 days outstanding balance.