

Member of The London Institute of Banking & Finance (MLIBF) renewal and reinstatement application form

Please read the guidance notes below, complete the form in **BLOCK** capitals and post to: Membership Services, The London Institute of Banking & Finance, 4–9 Burgate Lane, Canterbury, Kent CT1 2XJ United Kingdom.

Please note that for security reasons we are unable to accept reinstatement forms by email.

GUIDANCE NOTES

1. This form is for reinstatement of Membership of The London Institute of Banking & Finance (MLIBF)
2. If you are unsure about any aspect of the application process, please contact our Membership Services team on +44 (0)1227 818609 or email membership@libf.ac.uk and we will be pleased to help you.
3. By reinstating your membership you are automatically agreeing to the terms and conditions of membership which can be found on our website at libf.ac.uk/membershipterms

YOUR DETAILS

LIBF number (if known) _____ Title (Mr/Mrs/Ms etc) _____
First name(s) / Given name(s) _____
Last name / Family name _____
Previous name (Please tell us any previous name you have used that would help us link this registration to any other records we may hold for you)

Date of birth* (DD/MM/YYYY) _____ Gender Male Female

*A date of birth is compulsory to activate your online account.

CONTACT DETAILS

Email address* _____
Please provide a telephone number we can use to contact you if necessary:
Telephone no. _____ Mobile no. (if different from Telephone no.) _____
Security word _____
Please tick relevant prompt for security purposes Mother's maiden name Place of birth Memorable date

*Please note that having a valid email address is a compulsory requirement of study.

EMPLOYMENT

Job title _____
Employer / business name _____

ADDRESS DETAILS

Business address _____

Postcode / Zipcode _____ Country _____
Home address _____

Postcode / Zipcode _____ Country _____
Please indicate which address you would prefer us to use for postal correspondence: Business Home

DECLARATION

I declare that the information contained in this form is true and accurate and agree to abide by The London Institute of Banking & Finance **Code of Ethics**

Signed _____

Date _____

USING YOUR PERSONAL INFORMATION

We will use and protect your personal data in accordance with current data protection legislation to process your application. Further details, including your rights, the disclosure of data to third parties, storage, retention and how to amend your personal data, can be found within our **Privacy Notice** (www.libf.ac.uk/privacy).

Members may (will) be delivered a digital credential / badge through our third party arrangement with **Acclaim**.

THE LONDON INSTITUTE OF BANKING & FINANCE CODE OF ETHICS

1. To act with fairness, integrity and courtesy in all business activities.
2. To comply with all relevant law including statutory regulatory requirements, and with all relevant codes of practice, codes of conduct and professional guidance notes.
3. To obtain and respect the confidentiality of information relevant to the conduct of services offered.
4. To accept responsibility for recognising circumstances where actual or perceived prejudicial influences or conflicts of interests may arise in the course of business activities; to identify such influences or conflicts to the parties concerned and take action as required.
5. To be willing to explain the basis of remuneration and reward in relation to the services offered.
6. To achieve, maintain and apply the standard of knowledge and competence appropriate to the services offered and activities performed.
7. To act only within the limits of personal competence and any authority as an employee or agent.

