LIBF

Membership Terms and Conditions

The terms and conditions set out below apply to membership of the London Institute of Banking & Finance (LIBF). Please read them carefully. By applying for membership, you are confirming that you accept these term and conditions. If you do not accept these terms, we will be unable to process your membership application.

About Us

Membership services is operated and managed by the London Institute of Banking & Finance. If you have any comments or questions about any of our services, please contact us by one of the methods shown below.

The London Institute of Banking & Finance

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membership@libf.ac.uk

1. General Terms

a. Agreement to these Terms and Conditions is a condition of membership.

b. All members are required to observe the regulations, rules and all codes and published guidance of the London Institute of Banking & Finance.

c. Membership runs from either 1 January or, if later, the date of joining for twelve calendar months.

d. Subscriptions are payable for the full membership year.

e. Membership fees will be reviewed annually, changes in pricing will be updated on our website and provided in writing at renewal.

f. LIBF reserves the right to amend these Terms and Conditions at any time without notice.

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2. Contact details

a. All information provided to LIBF by members must be true and accurate at the point of applying.

b. It is the member's responsibility to notify LIBF in writing of any change of company name, address, telephone number, email address or contact name.

c. LIBF cannot accept responsibility for non-receipt of welcome packs, membership cards, journals or mailings through incorrect provision of member contact details.

d. To inform the Institute of any changes, members should either email membership@libf.ac.uk or update their details online by logging on to mylibf.com and clicking on 'my details'.

3. Cancellation of membership

a. Membership will be cancelled by LIBF if a member does not pay the subscription fee.

b. Membership may also be cancelled as a result of disciplinary action under the Institutes' 'Conduct of Members and Disciplinary Procedures'.

c. A member may cancel their membership by giving written notice 60 days in advance of their new membership term.

d. Should a member cancel, or allow their membership to lapse whilst holding a discounted Statement of Professional Standing (SPS) or Certificate of Professional Achievement (CPA), the Institute reserves the right to invoice individuals for the difference between the discounted and full (non-member) fee.

e. When a membership is cancelled, for whatever reason, LIBF is under no obligation to refund the cost of the membership including in respect of any unexpired portion of the membership.

f. Resigned / defaulted members are not permitted to continue to use any professional designation or title associated with their membership category and must cease using the digital badge associated with their membership status.

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4. Privacy

a. The Institute respects Members' rights to privacy. Please see LIBF's Privacy Policy at www.libf.ac.uk/privacy for details about what information it collects and how it is used and protected.

5. Conduct

a. All members agree to conduct themselves in a professional manner. Refusal or deliberate failure to behave in professional and/or ethical manner will be deemed as misconduct and could result in the termination of your membership. Misconduct includes but is not restricted to: use of abusive behaviour/language, persistent acts of discourtesy, breach of our social networking policy and/or any behaviour that risks the reputation of LIBF.

b. Members are required to follow the Institute's Code of Ethics and agree to adhere to the Conduct of Members and Disciplinary Procedure policy.

6. Continuing Professional Development (CPD)

a. LIBF recommends that all members undertake a programme of Continuing professional development and provides all members with access to a CPD logging tool and guidance.