

# RIBA Membership

CONFIDENTIAL  
Application for Reduction  
in Subscription 2018



### Step three: Your documentation

**Applications for a reduced subscription are for the 2018 Membership year only**  
**Your application must be accompanied by supporting documentation - please tick:**

- P45 / P60 (UK residents only)
- Disability Living Allowance / Freedom Pass / Taxicard / Disabled Persons Railcard
- Job Seekers' Allowance/ housing or council benefit slips
- Letter of redundancy / letter of termination of employment
- Maternity leave details (MAT1 certificate or letter from employer)
- Pay slips (if employed)
- Practice or business accounts summary from your Accountant or most recent self-assessment tax return from HMRC
- University or college enrolment details
- Letter from local GP/Doctor/ hospital or relevant health professional

I agree that the information provided is accurate and that I will inform the RIBA if the above circumstances change.

I also agree that any false information supplied on this form may result in disciplinary action being taken under the RIBA Code of Conduct.

Signed

Date

Now attach this form with your supporting documentation and email to [membership.services@riba.org](mailto:membership.services@riba.org), or post to

**Membership Services,**  
66 Portland Place,  
London, W1B 1AD

**Failure to do so will cause delays and may result in your application being rejected.**