

RIBA Membership

Application form for readmission

How to apply

Please only complete this form if you are re-applying for the same membership category.

Please complete the application form in block capitals and ink and return it to the RIBA by post or email.

Membership Development
Royal Institute of British Architects
66 Portland Place
London
W1B 1AD

membership.development@riba.org

If your membership has lapsed through non-payment, you may have to pay all arrears owing before you are readmitted.

Please call Membership Development on **+44(0)20 7307 3686** to check or email membership.development@riba.org.

Step one: Calculate your subscription fee

Membership runs from January to December. If joining mid-year you will only pay a pro-rated fee. Please see the below table to work out your pro-rata fee based on the month you join.

Subscription charge – UK

| Chartered (living in UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
|--|-----------|-----------|-----------|-----------|-----------|------------|------------|-----------|------------|-----------|-----------|--------|
| Qualified less than 6 years ago | £259.00 | £237.42 | £215.83 | £194.25 | £172.67 | £151.08 | £129.50 | £107.92 | £86.33 | £64.75 | £43.17 | £21.58 |
| Qualified more than 6 years ago | £436.00 | £399.67 | £363.33 | £327.00 | £290.67 | 254.33 | £218.00 | £181.67 | £145.33 | £109.00 | £72.67 | £36.33 |
| Associate (living in UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
| Within 1 year of completing RIBA Part 2 (or equivalent) | £67.00 | £61.42 | £55.83 | £50.25 | £44.67 | £39.08 | £33.50 | £27.92 | £22.33 | £16.75 | £11.17 | £5.58 |
| Within 2 years of completing RIBA Part 2 (or equivalent) | £88.00 | £80.67 | £73.33 | £66.00 | £58.67 | £51.33 | £44.00 | £36.67 | £29.33 | £22.00 | £14.67 | £7.33 |
| Within 3 years of completing RIBA Part 2 (or equivalent) | £111.00 | £101.75 | £92.50 | £83.25 | £74.00 | £64.75 | £55.50 | £46.25 | £37.00 | £27.75 | £18.50 | £9.25 |
| Within 4 years of completing RIBA Part 2 (or equivalent) | £154.00 | £141.17 | £128.33 | £115.50 | £102.67 | £89.83 | £77.00 | £64.17 | £51.33 | £38.50 | £25.67 | £12.83 |
| Within 5 years of completing RIBA Part 2 (or equivalent) | £261.00 | £239.25 | £217.50 | £195.75 | £174.00 | £152.25 | £130.50 | £108.75 | £87.00 | £62.25 | £43.50 | £21.75 |
| Affiliate (living in UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
| UK Affiliate Full | £130.00 | £119.17 | £108.33 | £97.50 | £86.67 | £75.83 | £65.00 | £54.17 | £43.33 | £32.50 | £21.67 | £10.83 |
| UK Affiliate (CIAT Plus Conc) | £85.00 | £77.92 | £70.83 | £63.75 | £56.67 | £49.58 | £42.50 | £35.42 | £28.33 | £21.25 | £14.17 | £7.08 |

Subscription charge – outside UK

| Chartered (outside UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
|--|-----------|-----------|-----------|-----------|-----------|------------|------------|-----------|------------|-----------|-----------|--------|
| Qualified less than 6 years ago | £206 | £188.83 | £171.67 | £154.50 | £137.33 | £120.17 | £103.00 | £85.83 | £68.67 | £51.50 | £34.33 | £17.17 |
| Qualified more than 6 years ago | £347 | £318.08 | £289.17 | £260.25 | £231.33 | £202.42 | £173.50 | £144.58 | £115.67 | £86.75 | £57.83 | £28.92 |
| Associate (outside UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
| Within 1 year of completing RIBA Part 2 (or equivalent) | £52.00 | £47.67 | £43.33 | £39.00 | £34.67 | £30.33 | £26.00 | £21.67 | £17.33 | £13.00 | £8.67 | £4.33 |
| Within 2 years of completing RIBA Part 2 (or equivalent) | £70.00 | £64.17 | £58.33 | £52.50 | £46.67 | £40.83 | £35.00 | £29.17 | £23.33 | £17.50 | £11.67 | £5.83 |
| Within 3 years of completing RIBA Part 2 (or equivalent) | £88.00 | £80.67 | £73.33 | £66.00 | £58.67 | £51.33 | £44.00 | £36.67 | £29.33 | £22.00 | £14.67 | £7.33 |
| Within 4 years of completing RIBA Part 2 (or equivalent) | £123.00 | £112.75 | £102.50 | £92.25 | £82.00 | £71.75 | £61.50 | £51.25 | £41.00 | £30.75 | £20.50 | £10.25 |
| Within 5 years of completing RIBA Part 2 (or equivalent) | £210.00 | £192.50 | £175.00 | £157.50 | £140.00 | £122.50 | £105.00 | £87.50 | £70.00 | £52.50 | £35.00 | £17.50 |
| Affiliate (outside UK) | Jan – Dec | Feb – Dec | Mar – Dec | Apr – Dec | May – Dec | June – Dec | July – Dec | Aug – Dec | Sept – Dec | Oct – Dec | Nov – Dec | Dec |
| International Affiliate Full | £104.00 | £95.33 | £86.67 | £78.00 | £69.33 | £60.67 | £52.00 | £43.33 | £34.67 | £26.00 | £17.33 | £8.67 |
| International Affiliate (CIAT Plus Conc) | £78.00 | £71.50 | £65.00 | £58.50 | £52.00 | £45.50 | £39.00 | £32.50 | £26.00 | £19.50 | £13.00 | £6.50 |

Members who are experiencing financial difficulty or a change in personal circumstances and earning less than £20,000 per annum after tax may be entitled to a reduced rate and should contact the membership team for further information.

Readmission

Step two: Home/personal details

Surname

Title: Mr / Ms / Etc.

Forename/s

Please confirm your post-nominal qualification affixes (e.g. BA (Hons)/ Dip.Arch/MArch etc.) in the order that you would like them to appear after your name on your RIBA Diploma Certificate.

Male Female Other Prefer not to say

Date of birth

Ethnic origin (please tick)

White Mixed/Multiple Ethnic Groups Asian/Asian British Black/African/Caribbean/Black British Other Ethnic Group Prefer not to say

Why do we ask for this? We try our best to monitor the diversity of our membership, as part of our dedication to making architecture a more inclusive profession.

Address

Postcode Country

Tel/mobile

Email

Practice details

Practice details (if employed)

Practice name

Job Title

Address

Zip/Postcode Country

Tel/mobile

Important – would you like to be contacted at:

Home Practice

At your practice, are you a:

Principal Sole principal Director Member of staff

Have you been an RIBA Member in the past?

Yes No

If yes, were you:

Chartered Student
Associate Affiliate

Please give your membership number

Are you registered with the ARB?

Yes No

If yes, please give your ARB number

If no, are you currently applying?

Yes No

Living or working in Scotland?

If you are registered with the ARB and currently live and work, or were born or studied in Scotland, you may be able to be an RIAS Member as well as an RIBA Member.

Are you a member of the RIAS?

Yes No

If yes, please state your RIAS Membership number

For further information or to apply for membership of the RIAS please contact the RIAS Membership Department on 0131 229 7545 or email membership@rias.org.uk.

What helped you to decide to re-join the RIBA?

Either (please choose one)

I am interested in:

| | |
|---|--|
| <input type="checkbox"/> Post from the RIBA | <input type="checkbox"/> Email from the RIBA |
| <input type="checkbox"/> Call from the RIBA | <input type="checkbox"/> RIBA visited me/my practice |
| <input type="checkbox"/> University | <input type="checkbox"/> RIBA Website |
| <input type="checkbox"/> Friend or colleague recommended membership | |
| <input type="checkbox"/> Employer encouraged me to re-join | |
| <input type="checkbox"/> RIBA Event (please specify) | <input type="text"/> |
| <input type="checkbox"/> Social media (please specify) | <input type="text"/> |
| <input type="checkbox"/> Other (please specify) | <input type="text"/> |

Step three: Sign the declaration

I, the undersigned, desire to be admitted as a Member of the Royal Institute of British Architects and declare that the information supplied herewith is true in every respect. I undertake to adhere to the RIBA Code of Professional Conduct, Regulations, and Charter & Bylaws throughout my membership of the RIBA*.

Signature

*The RIBA Code of Professional Conduct, Regulations and Charter & Bylaws are subject to change and are available for members to view online or a hard copy is available on request.

Date

Email and communication preferences:

I want emails from the RIBA with useful advice, guidance, information, updates, CPD and events.

I want emails about RIBA products and services (including books and publications, jobs, careers and recruitment, professional events, business services, venue hire).

I want emails from RIBA Enterprises, the commercial knowledge management business of the RIBA (including RIBA CPD Providers Network, RIBA Product Selector and NBS products and services).

Note: RIBA Membership does not grant registration or licence to practice as an architect in the UK. To practice, use the title or RIBA affix, you must be registered with the Architects Registration Board (ARB).

As part of our compliance obligations, the RIBA would like to share the following information with you:

The registered office of the RIBA is 66 Portland Place, London W1B 1AD;

You may contact us at info@riba.org or +44(0)20 7580 5533;

We wish to process your data for the purpose of administering your membership and disseminating architectural information we believe you might be interested in, based on prior contact with you;

We will not share your data with any third party;

We will only keep your data for as long as required for this purpose and you can "unsubscribe" from further contact at any time;

You have the right to bring a complaint about how we process your data, to the Information Commission Officer at any time - <https://ico.org.uk>

Step four: Payment details

Option A – Make a payment by BACS

Make a transfer to:

RIBA Membership Account

Account Number: 00912672

Sort code: 30-94-87

IBAN: IBAN GB49 LOYD 3094 8700 9126 72

Swift code: LOYDGB21322

- If you have previously been a Member (of any type), please use your RIBA Membership Number as your payment reference
- If you have never been a Member before and do not have a number yet, please use your full name (e.g. SarahMarieJackson) as your payment reference
- If paying by BACS, you must use a reference. If you don't give your bank a payment reference, we won't be able to allocate your payment and your election may be delayed

If paying by BACS, you MUST ALSO confirm your payment by filling in the below section:

Details

Name

Payment reference you have used:

Payment date:

D D M M Y Y

Payment amount:

£

Account name payment was made from:

Please also attach proof of payment to your application (screenshot or print out) – this will enable us to find your funds

Option B – Credit/Debit Card

Name

Address

Zip/Postcode

Country

Amount (see page 3)

Member no:

Please debit my Credit/Debit Card for the amount indicated above

Maestro

MasterCard

Visa

Card number

Card number input field

Expiry date

Valid from

CSV number

M M Y Y

M M Y Y

CSV number input field

(Last 3 digits on reverse of card)

Signature (s) of card holders

Option C – Cheque

I enclose a cheque, bankers draft or money order payable to Royal Institute of British Architects, for the amount indicated above.

Cheques must be drawn in Sterling on a United Kingdom Bank or Building Society account. Do not send cash.

Option D – Instruction to your Bank / Building Society to pay by Direct Debit

If you bank with **Lloyds, Barclays, Dankse Bank, HSBC or Metrobank** please post the original Direct Debit instruction to the address below.

Membership Services
Royal Institute of British Architects
66 Portland Place London
W1B 1AD

Service user number

9 8 3 5 5 5

To the RIBA membership dept

This is not part of the instruction to your bank or building society.

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Reference (RIBA Membership no.)

I am interested in:

- I would like to pay in 1 instalment
- I would like to pay in 6 instalments
- I would like to pay in 12 instalments
- Other (not exceeding 12)

Collections are taken on or around the 21st of each month.

Instruction to your Bank or Building Society to pay by Direct Debit



Name and full postal address of your bank or building society

To: The Manager Bank/building society

Address

Postcode

Instruction to your bank or building society

Please pay the Royal Institute of British Architects (RIBA) Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with the RIBA and, if so, details will be passed electronically to my bank/building Society.

Name and full postal address of your bank or building society

Signature(s)

Banks and building societies may not accept Direct Debit Instructions for some types of account.

DDI1

Date

If you choose to pay by Direct Debit, please retain this Direct Debit Guarantee for your information.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit the Royal Institute of British Architects will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request the Royal Institute of British Architects to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by the Royal Institute of British Architects or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
- If you receive a refund you are not entitled to, you must pay it back when the Royal Institute of British Architects asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.