

## **LASBM Membership Options – Effective January 2017**

You are invited to have a free two-week trial of the online community, following which time you will be able to choose one of the following options if you wish to continue your membership:

### **Current NASBM members – Option 1**

If you are currently a NASBM member you should send proof of your membership (a legible screenshot of your NASBM login details) to [admin@lasbm.com](mailto:admin@lasbm.com). We will then enable your LASBM membership to run free of charge for six months or until your NASBM expiry date, whichever is the earlier, following which time you will need to download an invoice, as per Option 2.

### **Current school business management staff – Option 2**

Membership of the online community and attendance at LASBM conferences – £50 + VAT annual fee. Please download a LASBM invoice from the site and pay ASAP to enable your attendance at conferences and your access to the site to continue.

### **Current school business management staff – Option 3**

Membership of the online community only – £25 + VAT annual fee. Please download a LASBM invoice from the site and pay ASAP to enable your access to the site to continue. If you subsequently decide to upgrade to Option 2 please email [admin@lasbm.com](mailto:admin@lasbm.com).

### **Aspiring school business managers – Option 4**

Membership of the online community only – £25 + VAT annual fee. Please download a LASBM invoice from the site and pay ASAP to enable your access to the site to continue. (Attendance at conferences will be subject to availability and will incur a £50 plus VAT charge.)

### **Please note:**

#### **Discount**

**LASBM members are currently offered a £50 discount from their NASBM membership fee. To take advantage of this offer, please use the code **LASBM2016** when starting/renewing your NASBM membership.**

#### **Conference Cancellations**

**Conference attendance is included in the full membership fee; however, a cancellation charge of £30 + VAT will be levied for non-attendance or late notice of cancellation (under 5 working days' notice) at a previously booked event.**

#### **Membership Renewals & Cancellations**

**Prior to the membership renewal date members should download an invoice for the next 12 months' membership and pay by the due date. If you do not wish to renew, please notify LASBM and your account will be archived. Unless cancellation is notified, membership will run continuously.**