



Supporting the hair, beauty  
and barbering industries

## REGULATIONS FOR MEMBERSHIP

Implemented February 2020

## Membership Regulations of the National Hair & Beauty Federation (NHBF)

### 1. Categories of membership

1.1 There are the following categories of membership:

1.1.1 Full Membership - this carries full voting rights and rights, upon election, to take part in governance of the Federation

1.1.2 Trade Membership pay a subscription fee for membership but have no voting rights or rights to take part in governance

1.1.3 Honorary Membership elected on or after 1<sup>st</sup> January 2010 as defined in the Rules - do not pay a subscription fee and do not have any voting rights

1.2 Full Membership is sub-divided into the following sub-categories:

#### 1.2.1 Salon membership

This is suitable for Salon Owners who employ staff in one hair or beauty salon or barber shop. Salon membership gives access to the current salon member services set out in NHBF membership literature and on the NHBF website ([www.nhf.info](http://www.nhf.info)) and full member voting rights.

#### 1.2.2 Solo membership

This is suitable for a Salon Owner with no employees, chair-renters within salons, individual educators and retired Salon Owners who have been in membership of the Federation for a minimum of 3 years up to the date of their transfer to Solo Membership. This category gives access to current solo member services set out in NHBF membership literature and on the NHBF website ([www.nhf.info](http://www.nhf.info)) and have full member voting rights and can be elected onto the Board or any committees.

#### 1.2.3 Group membership

This is suitable for a Salon Owner with two or more salons or barbershops.

1.3 Trade Membership

1.3.1 Where a person does not qualify for full membership of the Federation they may nevertheless apply to be affiliated to the Federation if their business interests are allied to the Objects of the Federation.

1.3.2 Trade membership is for non-salon businesses and may include corporate supporters, sponsors, advertisers, businesses, colleges, training providers and business coaches.

- 1.3.3 Application for Trade Membership is similar to that for Membership but may be referred to the Board for approval. A subscription fee, determined by the Board, is payable.
- 1.3.4 A Trade Member shall not have any right to receive notice of or attend or vote at general meetings of the Federation nor to be elected as a member of the Board.
- 1.3.5 A Trade Member shall be entitled to transfer to Full membership if they subsequently qualify under Rule 5.1.1.

#### 1.4 Honorary membership

- 1.4.1 Honorary membership is given to members to thank them for their service and contribution to the NHBF and who are retiring from their business and from being active within the NHBF.
- 1.4.2 All recommendations for Honorary membership shall be at the absolute discretion of the Board.
- 1.4.3 An Honorary member is not entitled to receive any benefits offered to other membership categories. For those who wish to remain active within the NHBF, solo membership is available.
- 1.4.4 Unless they were appointed on or before 31 December 2009, Honorary members shall not have any right to receive notice of or attend or vote at general meetings of the Federation.

## 2 Eligibility for membership

### 2.1 Full membership is open to:

- 2.1.1 Individuals (whether trading alone or in partnership), or corporate bodies (including without limitation companies, limited liability partnerships and other Registered Societies), whose constitution permits membership and who are
- 2.1.2 Hair salon, barbershop or beauty therapy business owners in Great Britain, self-employed hairdressers, barbers or beauty therapists working in salons, educators and retired business owners who although no longer commercially active within the sector have a personal interest in the furtherance of the Objects of the Federation.

### 2.2 Trade Membership is open to:

- 2.2.1 Individuals (whether trading alone or in partnership), or corporate bodies (including without limitation companies, limited liability partnerships and other Registered Societies), whose constitution permits membership and who, although not directly engaged in the Craft are interested in furthering

the Objects of the Federation and undertake to support and promote said Objects

- 2.3 All Members must:
  - 2.3.1 be interested in furthering the Objects and undertake to promote and support the Objects of the Federation.
  - 2.3.2 apply to the Federation in the form required by these Regulations.
  - 2.3.3 be approved by the Federation.
  - 2.3.4 pay an annual subscription fee as laid down by the Board from time to time.

**3. Freelance mobile hairdressers**

- 3.1 Membership of the NHBF in any capacity is not open to freelance mobile hairdressers, barbers or beauty therapists.

**4. Applications for membership**

- 4.1 An application for membership of the Federation may be made by an individual aged 16 years or over, the nominated representative of a partnership or by a corporate body, in each case which qualifies for membership.
- 4.2 An application for membership shall be made to the Chief Executive of the Federation in the first instance on the Prescribed Form accompanied by the relevant subscription fee. An applicant shall select the category of membership most appropriate to them.
- 4.3 If there is any dispute as to the eligibility of the applicant for membership or the category of membership applicable then either the Chief Executive or the applicant may apply to the Board for a determination of the qualification for or relevant category of membership.
- 4.4 The Chief Executive will notify the applicant as to whether or not their application for membership has been accepted. If the applicant is accepted for membership this becomes effective from the date of acceptance. If the applicant is not accepted then the Chief Executive will notify the applicant of the decision within one month of the decision being made.
- 4.5 The applicant will have the right to appeal the decision of the Board by appearing in person before the Council at its next meeting or may submit written representations instead presenting reasons why his application should be granted. The decision of the Board at that meeting shall be absolute and final. If the applicant does not attend then the Chief Executive shall notify the applicant of the final decision.

- 4.6 If the personal details of the applicant shall change at any time it is the responsibility of the member to notify the Chief Executive as soon as possible following the change. For the purposes of service of any notice upon the member under the Rules or any of the regulations of the Federation the Register shall be conclusive evidence of the name and last known address or contact details of the member.
- 4.7 Members will be allocated to a region based on their business postcode. Members may make a request to change regions by writing to the Director of Membership, giving the reasons for the request which will be submitted to the Board for approval. Such requests will normally be approved, but may be refused if the Board considers there could be a detrimental effect.

## **5 Subscription fee**

- 5.1 An annual subscription fee is payable by every member of the Federation of the amount appropriate to their membership category for each year of membership or part thereof. Details of current subscription rates are published on the NHBF website ([www.nhf.info](http://www.nhf.info)).
- 5.2 Membership is automatically renewed each year unless the member has resigned or has been removed as a member. There is no refund of the annual membership fee in whole or in part.
- 5.3 The annual subscription fee payable by a member shall be determined by the Board from time to time provided that no increase in excess of 2% above the Retail Prices Index (RPI) as at 1<sup>st</sup> June each year shall take effect unless approved by a 66% majority of the members present or voting by proxy at an Annual General Meeting. This Regulation does not apply to Trade Members, whose subscriptions shall be determined by the Board. Trade Members who are colleges, training providers or business coaches pay a lower subscription fee than other Trade Members.
- 5.4 Annual subscriptions are due on the anniversary of joining the Federation.

## **6 Duties of a member**

- 6.1 A member shall:
- 6.1.1 actively promote and support the Objects of the Federation;
  - 6.1.2 comply with the Professional Code of Conduct, a copy of which is provided to Members as part of the joining process and which is published on the NHBF website ([www.nhf.info](http://www.nhf.info));
  - 6.1.3 comply with all Rules and Regulations of the Federation.