🗹 YES! I want to be an ICBA Member. My store is institutionally-affiliated and I confirm that it meets the requirements of membership (details on the next page). I understand the benefits of the Membership Category I selected.

SCHOOL / INSTITUTION

|  |
| --- |
|  |

STORE

|  |
| --- |
|  |

MAILING ADDRESS

|  |
| --- |
|  |

City ST ZIP Country

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | Flag of the United States of America **U.S.A.** |

STORE WEBSITE

|  |
| --- |
|  |

Primary Contact Information: Director/Manager

Name

|  |
| --- |
|  |

Title

|  |
| --- |
|  |

phone Cell (Optional)

|  |  |
| --- | --- |
|  |  |

Email

|  |
| --- |
|  |

Signature DATE

|  |  |
| --- | --- |
|  |  |

**Please complete this application and submit to:**

Independent College Bookstore Association

134 N. LaSalle Street, Suite 225, Chicago, IL 60602

**EMAIL:** [Office@ICBAinc.com](mailto:Office@ICBAinc.com)

**FAX:** 312.767.5505

**PHONE:** 800-888-9222

**PartnerShip Freight Management**

If your store uses **PartnerShip Freight Management**, please check an option below.

**YES**, designate ICBA as my preferred association to receive reporting and benefits of my PartnerShip Freight Management activity. (Opting in does not change the terms or conditions of your PartnerShip program.)

**NO**, I would not like to designate ICBA as my preferred association.

Select membership category (Member or Affiliate Member -- see benefits chart on the next page) and select tier based on total store sales (check only 1).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ICBA MEMBER** | **SELECT TIER** | **ANNUAL MEMBER DUES** | **SELECT TIER** | **ANNUAL AFFILIATE DUES** |
| Sales up to $1 million | ☐ | $700 | ☐ | $500 |
| Sales $1-$4 million | ☐ | $1,400 | ☐ | $1,000 |
| Sales $4-$7 million | ☐ | $2,400 | ☐ | $1,800 |
| Sales $7-$10 million | ☐ | $3,000 | ☐ | $2,300 |
| Sales $10-$20 million | ☐ | $3,800 | ☐ | $3,000 |
| Sales $20 million+ | ☐ | $4,500 | ☐ | $3,600 |

\*Annual ICBA Membership period is July 1 through June 30. For new Members electing to activate their ICBA Membership before July 1, Membership will be pro-rated at a monthly rate *plus* the full year dues as shown above.

**Payment Method - Membership is not complete until payment is received**

|  |  |  |  |
| --- | --- | --- | --- |
| Credit card: call 800-888-9222 to process your payment | | | |
| Check payable to ICBA Inc., enclosed or mailed | Check # |  | Date Mailed: | |  |
| Please invoice me. (Membership is not complete until payment is received) | | | |

About ICBA:

Since our inception in 1927, Independent College Bookstore Association (ICBA) has been focused exclusively on serving and supporting institutionally-affiliated college stores. We provide the education, resources, and leadership that empower college stores to remain independent and to be financially and operationally successful.

Independent College Bookstore Association invites stores that are committed, engaged, successful, innovative, and ethical. If you aspire to these same standards, we invite you to join us.

***Committed*** - Maintain a long-term view of shared success and trust.

***Engaged*** - Active on campus and in the industry through formal and informal networking.

***Successful*** - Function as a successful retail operation while fulfilling the campus mission.

***Innovative*** - Advance with calculated risk through vision and leadership.

***Ethical*** - Personal responsibility. Shared principles and values. Sincere. Honest.

Categories of Membership:

ICBA Annual Vendor Programs provide advantageous group pricing to save stores money and improve their operations. As a solution for stores looking primarily for advantageous buying programs, ICBA offers an **Affiliate Member Category**. To determine which Membership Category best meets your needs, see the chart below or contact the ICBA staff.

|  |  |  |
| --- | --- | --- |
| **Benefits** | **ICBA Member** | **Affiliate Member** |
| **Research & Networking** |  |  |
| Independent College Store Report – survey participation |  |  |
| Research – proprietary surveys such as GOING DIGITAL |  |  |
| Store2Store / Buyer2Buyer networking at the ICBA Annual Conference |  |  |
| Store2Store / Buyer2Buyer networking via phone forums |  |  |
| **Education** |  |  |
| ICBA Institutes at ICBA Annual Conference  *topics such as Visual Merchandising, Apparel, Course Materials* | Fee-Based |  |
| Online Institutes  *topics such as Human Resources* | $99 | $149 |
| Educational Webinars (non-commercial)  *topics such as Assortment Planning and Open-to-Buy* |  |  |
| Resources  *tools such as Pitch Books, Case Studies, Infographics* |  |  |
| **Association Governance** |  |  |
| Voting Rights |  |  |
| Board Positions |  |  |
| Committee Membership |  |  |
| **Vendor Partner Program Participation** |  |  |
| ICBA Annual Conference & PRIME*time* event |  |  |
| PRIME*time* Scholarship Eligible |  |  |
| ICBA Leading Edge – incubator, test pilots, pop-up shops, samplings |  |  |
| Annual Vendor Partner (AVP) Programs – buying programs |  |  |
| The SOURCE and other pre-book commitment-based buying programs |  |  |
| Commercial Webinars featuring ICBA Vendor Partners |  |  |
| Annual Savings Report showing ROI using AVP Programs |  |  |

By completing and submitting this application I confirm that my store meets the following criteria:

* The store is owned, controlled, and operated by a higher education institution, its associated student body, or a non-profit board of directors.
* The store does not compete with another store owned and operated by the institution.
* The store is adequately stocked in academic resources and other merchandise that support the institutional mission.
* All revenues of the store are retained by the store, institution, students, faculty, staff, alumni, or cooperative.
* There can be only one membership per institution or organizational structure. Stores within that structure that operate under the same management or share common accounting operations will be considered as part of the single membership. Please complete additional applications for each branch location if you want to identify buyers or management at such a location(s).
* If at any time a Member store is leased or changes to outsourced management, membership will be immediately terminated without refund and any agreements or rebates voided.