

Individual Membership Application



Please use this application if you wish to join AFP as an Individual. This membership will stay with you if you should leave your organization. If you would like an Organizational Membership, where the membership stays with the organization, please refer to the Organizational Membership Application.

If you need assistance, please contact AFP's Membership Services Department at (800) 666-FUND.

For more information about AFP, visit www.afpnet.org.

TO COMPLETE THIS INDIVIDUAL MEMBERSHIP APPLICATION

1. Self-determine your category of membership (see box below).
2. Read the *AFP Code of Ethical Principles and Standards* and complete the signature line at the bottom of this application.
3. Mail completed form and payment (including association and chapter dues) to:
Association of Fundraising Professionals, P.O. Box 79099, Baltimore, MD 21279-0099
4. Application may be faxed to (703) 684-1950

CATEGORIES OF INDIVIDUAL MEMBERSHIP

(Self-determine your correct category)

- PROFESSIONAL:** Open to persons who hold some degree of responsibility directly for fundraising, work within the U.S. and Canada and are compensated for their services (members outside these two countries may join in this category as a volunteer fundraiser), subscribe to the *AFP Code of Ethical Principles and Standards* ("Code") and its bylaws, promote the *Donor Bill of Rights*, and are employed, or have been employed, by an organization that provides benefits to society.
- YOUNG PROFESSIONAL:** Open to persons who hold some degree of responsibility directly for fundraising, work within the U.S. and Canada and are compensated for their services, and are 30 years old or younger, must subscribe to the *AFP Code of Ethical Principles and Standards* and its bylaws and promote the *Donor Bill of Rights* and be employed, or have been employed, by an organization that provides benefits to society.
- ASSOCIATE:** Open to persons who are engaged in fields related to fundraising, volunteers, or those who have mutual interests with fundraising professionals, subscribe to the *AFP Code of Ethical Principles and Standards* and its bylaws and promote the *Donor Bill of Rights*.

Please enter your name and address information or staple your business card.

NAME _____
TITLE _____
ORGANIZATION _____
ADDRESS _____
CITY _____ STATE _____
ZIP CODE _____ COUNTRY _____
PHONE _____
CELL _____
FAX _____
EMAIL _____

DUES AND FEES

Individual Membership with AFP is not transferable. In the event of change of employment or address, written or email notification to the AFP International Headquarters is required. All dues are payable on an anniversary year basis. The Professional and Associate membership fee includes two fees: the association fee and a local chapter fee. To determine your total membership dues, please complete the blanks below. The Young Professional Membership is a flat fee.

1. Please choose your category of membership:
 - Professional Membership: \$250 (association fee) plus Chapter Dues
 - Associate Membership: \$250 (association fee) plus Chapter Dues
 - Young Professional Membership (must be 30 or under):
\$75 (\$50 association/\$25 chapter fee).
Please provide birthdate: _____ (required)
2. Determine which chapter you will join (see back of form). Enter that chapter fee here:
\$ _____ Chapter code: _____
3. TOTAL FEE: \$ _____
4. Payment method: Check Visa MasterCard AmEx Discover

ACCOUNT # _____

EXP. DATE _____

CARD ID NUMBER (CVV) _____

PLEASE ANSWER THE FOLLOWING QUESTIONS TO HELP US SERVE YOU BETTER:

- Does your organization pay your annual dues? YES NO
- Year you joined the fundraising profession _____
- The AFP membership list is available to reputable organizations subject to approval by AFP. If you do **not** wish to have your name released to other organizations please check here

I certify that I have read and subscribe to the *AFP Code of Ethical Principles and Standards*. By virtue of signing this application, I accept the obligation to abide by the Code and acknowledge that a violation on my part may result in action by the AFP Ethics Committee. I also certify that I have not been found guilty, pled guilty or no contest, or had an adverse verdict or judgment entered against me in a proceeding in which I had been accused of fraud, misrepresentation, embezzlement, theft, or similar crimes, violations, or injury involving a charity or a donor or prospective donor to a charity. I understand that if there is a local AFP chapter within the vicinity, I must belong to the chapter in addition to belonging to the Association of Fundraising Professionals.

YOUR SIGNATURE REQUIRED _____

DATE _____

You will receive services upon payment. Please allow 4–6 weeks for initial receipt of publications. For U.S. income tax purposes, dues are not considered a charitable contribution. If you or your organization is permitted to deduct your dues from gross income under the U.S. Internal Revenue Code, AFP estimates that 3.9% of your dues are not deductible due to AFP's advocacy efforts.

Chapter Dues (10/23/2013)

Chapter Location	Chapter Fee	Code
At Large USA	\$0	AAU
At Large Non-USA	\$25	AAF
AK, Anchorage	\$50	AK1
AL, Birmingham	\$125	AL1
AL, Huntsville	\$75	AL4
AL, Mobile	\$50	AL3
AL, Montgomery	\$35	AL2
AR, Fayetteville	\$25	AR2
AR, Little Rock	\$45	AR1
AZ, Flagstaff	\$50	AZ3
AZ, Phoenix	\$75	AZ1
AZ, Tucson	\$55	AZ2
CA, Los Angeles	\$100	CA1
CA, Monterey	\$50	CAB
CA, Orange	\$75	CA5
CA, Palm Springs	\$40	CAE
CA, Riverside/San Bernardino	\$35	CA6
CA, Sacramento	\$45	CA8
CA, San Diego	\$60	CA3
CA, San Fernando	\$50	CAA
CA, San Fran/Oakland	\$80	CA2
CA, San Jose	\$50	CA9
CA, San Joaquin Valley	\$35	CA4
CA, Santa Barb./Ventura	\$50	CA7
CA, Sonoma-Napa	\$40	CAD
CA, Stan. Cnty/Modesto	\$30	CAC
CO, Denver	\$80	CO1
CO, Colorado Springs	\$75	CO2
CO, Snowmass Village	\$25	CO4
CT, Fairfield	\$50	CT2
CT, Hartford	\$50	CT1
DC, Washington	\$120	DC1
DE, Wilmington	\$60	DE1
FL, North Central Chapter	\$40	FLC
FL, Ft. Laud/Broward	\$40	FL8
FL, Indian River	\$40	FLD
FL, Jacksonville	\$50	FL5
FL, Martin/St. Lucie Cnties	\$40	FLB
FL, Miami	\$50	FL1
FL, Naples	\$30	FLA
FL, New Port Richey	\$60	FLF
FL, Orlando	\$40	FL3
FL, Palm Beach	\$50	FL4
FL, Pensacola	\$40	FL9
FL, Polk County	\$50	FLG
FL, Port Charlotte	\$30	FLH
FL, Sarasota	\$50	FL7
FL, Space Coast	\$40	FLE
FL, Tallahassee	\$25	FL6
FL, Tampa/St. Pete	\$60	FL2
FL, Volusia/Flagler	\$25	FLI
GA, Atlanta	\$75	GA1
GA, Augusta	\$25	GA2
GA, Macon	\$25	GA4
GA, Savannah	\$25	GA3
HI, Honolulu	\$35	HI1
IA, Cedar Falls	\$50	IA5
IA, Cedar Rapids	\$50	IA2
IA, Des Moines	\$60	IA1
IA, Dubuque	\$50	IA4
IA, Sioux City	\$30	IA3
ID, Boise	\$25	ID1
IL, Champaign	\$25	IL6
IL, Chicago	\$120	IL1
IL, Peoria	\$40	IL2
IL, Rockford	\$35	IL3
IL, Rock Island/ Davenport, IA	\$50	IL5
IL, Springfield	\$50	IL4
IN, Fort Wayne	\$50	IN3

Chapter Location	Chapter Fee	Code
IN, Indianapolis	\$80	IN1
IN, Lake/Porter Counties	\$50	IN4
IN, South Bend	\$50	IN2
KS, Topeka	\$25	KS2
KS, Wichita	\$30	KS1
KY, Lexington	\$25	KY1
KY, Louisville	\$25	KY2
LA, Baton Rouge	\$25	LA3
LA, Covington	\$25	LA4
LA, Lake Charles	\$25	LA5
LA, New Orleans	\$50	LA1
LA, Shreveport	\$30	LA2
MA, Boston	\$75	MA1
MA, Springfield	\$40	MA2
MD, Baltimore	\$70	MD1
MD, Frederick	\$30	MD2
MI, Detroit	\$50	MI1
MI, Flint/Midland	\$30	MI3
MI, Grand Rapids	\$50	MI2
MI, Lansing	\$60	MI4
MN, Minn./St. Paul	\$85	MN1
MN, Paynesville	\$35	MN3
MN, Rochester	\$50	MN2
MO, Columbia	\$25	MO4
MO, Kansas City	\$50	MO1
MO, Springfield	\$25	MO3
MO, St. Louis	\$75	MO2
MS, Jackson	\$50	MS1
MT, Billings	\$25	MT1
NC, Asheville	\$25	NC3
NC, Boone	\$25	NC6
NC, Cape Fear	\$30	NC7
NC, Charlotte	\$25	NC1
NC, Raleigh/Durham	\$50	NC2
NC, Winston-Salem	\$40	NC4
ND, Fargo/Grand Forks	\$35	ND1
NE, Omaha	\$50	NE1
NH, Maine/Vermont/NH	\$35	NH1
NJ, Atlantic City	\$55	NJ2
NJ, Newark/Trenton	\$75	NJ1
NM, Albuquerque	\$50	NM1
NV, Las Vegas	\$50	NV2
NV, Reno	\$25	NV1
NY, Albany/Schenectady	\$35	NY4
NY, Buffalo	\$75	NY2
NY, Ithaca	\$40	NY7
NY, Long Island	\$75	NY6
NY, Mid-Hudson Valley	\$50	NY8
NY, New York City	\$115	NY1
NY, Rochester	\$70	NY3
NY, Syracuse	\$50	NY5
NY, Westchester Cnty.	\$45	NY9
OH, Canton/Akron	\$35	OH4
OH, Cincinnati	\$50	OH3
OH, Cleveland	\$55	OH1
OH, Columbus	\$55	OH2
OH, Dayton	\$35	OH7
OH, Toledo	\$40	OH6
OH, Youngstown	\$25	OH5
OK, Oklahoma City	\$50	OK1
OK, Tulsa	\$50	OK2
OR, Portland	\$50	OR1
PA, Allentown	\$45	PA4
PA, Altoona	\$25	PA7
PA, Berks	\$40	PA8
PA, Harrisburg	\$50	PA2
PA, Meadville/Erie	\$25	PA6
PA, Philadelphia	\$75	PA1
PA, Pittsburgh	\$50	PA3
PA, Pocono Mountains	\$25	PA9

Chapter Location	Chapter Fee	Code
PA, Scranton	\$30	PA5
PR, San Juan	\$30	PR1
RI, Providence	\$50	RI1
SC, Charleston	\$25	SC3
SC, Columbia	\$25	SC1
SC, Spartanburg	\$25	SC2
SD, Sioux Falls/Pierre	\$50	SD1
TN, Bristol/Kingsport	\$25	TN5
TN, Chattanooga	\$75	TN3
TN, Knoxville	\$30	TN4
TN, Memphis	\$50	TN2
TN, Nashville	\$55	TN1
TX, Amarillo	\$25	TX9
TX, Austin	\$50	TX5
TX, Corpus Christi	\$25	TXB
TX, Dallas	\$50	TX1
TX, El Paso	\$50	TXC
TX, Ft. Worth	\$50	TX3
TX, Houston	\$70	TX2
TX, Lubbock	\$25	TX4
TX, Midland	\$50	TXA
TX, San Antonio	\$50	TX7
TX, Tyler	\$50	TXD
TX, Waco	\$25	TX6
VA, Hampton Roads	\$45	VA6
VA, Harrisonburg	\$30	VA2
VA, Lynchburg	\$25	VA4
VA, Richmond	\$35	VA3
VA, Roanoke	\$30	VA1
VA, Winchester	\$30	VA5
WA, Seattle	\$50	WA1
WA, South Sound	\$50	WA2
WI, Green Bay/Sheboygan	\$30	WI4
WI, La Crosse	\$30	WI2
WI, Madison	\$45	WI3
WI, Milwaukee	\$50	WI1
Canada Chapters		
AB, Calgary	\$80	CN6
AB, Edmonton	\$60	CN5
AB, Lethbridge	\$50	CN8
BC, Vancouver	\$75	CN3
BC, Vancouver Island	\$40	CN2
MB, Winnipeg	\$60	CN7
NF, St. John's	\$40	CNC
NS, Halifax	\$80	CND
ON, Hamilton	\$50	CNF
ON, Kingston	\$50	CNE
ON, Ottawa	\$85	CN4
ON, Toronto	\$80+HST	CN1
ON, Windsor	\$50	CNB
PQ, Montreal	\$50	CN8
SK, Regina	\$50	CAN
SK, Saskatoon	\$80	CN9
Mexico Chapters		
MX, Capitulo Yucatan	\$25	MX8
MX, Chihuahua	\$25	MX5
MX, Culiacan	\$25	MX6
MX, Guadalajara	\$25	MX4
MX, Mexico City	\$25	MX1
MX, Monterrey	\$20	MX2
MX, Tijuana	\$30	MX3
International Chapters		
Egypt	\$50	EG1
Hong Kong	\$25	HK1
Jakarta	\$25	JK1
Singapore	\$25	SN1

AFP Code of Ethical Principles and Standards



ETHICAL PRINCIPLES • Adopted 1964; amended September 2007

The Association of Fundraising Professionals (AFP) exists to foster the development and growth of fundraising professionals and the profession, to promote high ethical behavior in the fundraising profession and to preserve and enhance philanthropy and volunteerism. Members of AFP are motivated by an inner drive to improve the quality of life through the causes they serve. They serve the ideal of philanthropy, are committed to the preservation and enhancement of volunteerism; and hold stewardship of these concepts as the overriding direction of their professional life. They recognize their responsibility to ensure that needed resources are vigorously and ethically sought and that the intent of the donor is honestly fulfilled. To these ends, AFP members, both individual and business, embrace certain values that they strive to uphold in performing their responsibilities for generating philanthropic support. AFP business members strive to promote and protect the work and mission of their client organizations.

AFP members both individual and business aspire to:

- practice their profession with integrity, honesty, truthfulness and adherence to the absolute obligation to safeguard the public trust
- act according to the highest goals and visions of their organizations, professions, clients and consciences
- put philanthropic mission above personal gain;
- inspire others through their own sense of dedication and high purpose
- improve their professional knowledge and skills, so that their performance will better serve others
- demonstrate concern for the interests and well-being of individuals affected by their actions
- value the privacy, freedom of choice and interests of all those affected by their actions
- foster cultural diversity and pluralistic values and treat all people with dignity and respect
- affirm, through personal giving, a commitment to philanthropy and its role in society
- adhere to the spirit as well as the letter of all applicable laws and regulations
- advocate within their organizations adherence to all applicable laws and regulations
- avoid even the appearance of any criminal offense or professional misconduct
- bring credit to the fundraising profession by their public demeanor
- encourage colleagues to embrace and practice these ethical principles and standards
- be aware of the codes of ethics promulgated by other professional organizations that serve philanthropy

ETHICAL STANDARDS

Furthermore, while striving to act according to the above values, AFP members, both individual and business, agree to abide (and to ensure, to the best of their ability, that all members of their staff abide) by the AFP standards. Violation of the standards may subject the member to disciplinary sanctions, including expulsion, as provided in the AFP Ethics Enforcement Procedures.

MEMBER OBLIGATIONS

1. Members shall not engage in activities that harm the members' organizations, clients or profession.
2. Members shall not engage in activities that conflict with their fiduciary, ethical and legal obligations to their organizations, clients or profession.
3. Members shall effectively disclose all potential and actual conflicts of interest; such disclosure does not preclude or imply ethical impropriety.
4. Members shall not exploit any relationship with a donor, prospect, volunteer, client or employee for the benefit of the members or the members' organizations.
5. Members shall comply with all applicable local, state, provincial and federal civil and criminal laws.
6. Members recognize their individual boundaries of competence and are forthcoming and truthful about their professional experience and qualifications and will represent their achievements accurately and without exaggeration.
7. Members shall present and supply products and/or services honestly and without misrepresentation and will clearly identify the details of those products, such as availability of the products and/or services and other factors that may affect the suitability of the products and/or services for donors, clients or nonprofit organizations.
8. Members shall establish the nature and purpose of any contractual relationship at the outset and will be responsive and available to organizations and their employing organizations before, during and after any sale of materials and/or services. Members will comply with all fair and reasonable obligations created by the contract.

9. Members shall refrain from knowingly infringing the intellectual property rights of other parties at all times. Members shall address and rectify any inadvertent infringement that may occur.
10. Members shall protect the confidentiality of all privileged information relating to the provider/client relationships.
11. Members shall refrain from any activity designed to disparage competitors untruthfully.

SOLICITATION AND USE OF PHILANTHROPIC FUNDS

12. Members shall take care to ensure that all solicitation and communication materials are accurate and correctly reflect their organizations' mission and use of solicited funds.
13. Members shall take care to ensure that donors receive informed, accurate and ethical advice about the value and tax implications of contributions.
14. Members shall take care to ensure that contributions are used in accordance with donors' intentions.
15. Members shall take care to ensure proper stewardship of all revenue sources, including timely reports on the use and management of such funds.
16. Members shall obtain explicit consent by donors before altering the conditions of financial transactions.

PRESENTATION OF INFORMATION

17. Members shall not disclose privileged or confidential information to unauthorized parties.
18. Members shall adhere to the principle that all donor and prospect information created by, or on behalf of, an organization or a client is the property of that organization or client and shall not be transferred or utilized except on behalf of that organization or client.
19. Members shall give donors and clients the opportunity to have their names removed from lists that are sold to, rented to or exchanged with other organizations.
20. Members shall, when stating fundraising results, use accurate and consistent accounting methods that conform to the appropriate guidelines adopted by the American Institute of Certified Public Accountants (AICPA)* for the type of organization involved. (* In countries outside of the United States, comparable authority should be utilized.)

COMPENSATION AND CONTRACTS

21. Members shall not accept compensation or enter into a contract that is based on a percentage of contributions; nor shall members accept finder's fees or contingent fees. Business members must refrain from receiving compensation from third parties derived from products or services for a client without disclosing that third-party compensation to the client (for example, volume rebates from vendors to business members).
22. Members may accept performance-based compensation, such as bonuses, provided such bonuses are in accord with prevailing practices within the members' own organizations and are not based on a percentage of contributions.
23. Members shall neither offer nor accept payments or special considerations for the purpose of influencing the selection of products or services.
24. Members shall not pay finder's fees, commissions or percentage compensation based on contributions, and shall take care to discourage their organizations from making such payments.
25. Any member receiving funds on behalf of a donor or client must meet the legal requirements for the disbursement of those funds. Any interest or income earned on the funds should be fully disclosed.