



FRESH PRODUCE EXPORTERS ASSOCIATION OF KENYA

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 NAIROBI - KENYA
 Tel: 0205160333
 Email: info@fpeak.org ; Website: www.fpeak.org

FPEAK/OM/01: ORDINARY MEMBERSHIP APPLICATION FORM

Fill this form and attach the required documents and subscription fees and submit them to FPEAK office

COMPANY DETAILS	
Company Name:	
Post Office Address:	Postal code:
Physical address (Directional features, e.g buildings)	
Certificate of Incorporation Number:	
Current HCD Export license Number: (where applicable)	
Contact Person's Name:	
Title:	
Contact person's Phone No.:	
E-mail Address:	
Company Website (where applicable):	
Farm Location:	
County of business operations	
Produce exported or grown	
Director's office details and contacts	
1. Name & Title:	
2. Contact Phone No.:	
3. E-mail Address:	
Technical person details and contacts	
1. Name:	
2. Phone number:	
3. Email address:	

IMPORTANT INFORMATION

MEMBER REGISTRATION:

Application for FPEAK membership registration is Kshs. 20,000. This fee is payable once and not refundable even when a member leaves the association.

When a member is making their first time application, they will be required to pay the registration fee plus the subscription fee for the quarter in which they are joining the association according to their FOB value as shown in the table below.

MEMBERSHIP SUBSCRIPTION:

- When a member joins the association they are required to pay subscription fees payable on a quarterly basis (every three months).
- FPEAK subscription fees are calculated and categorised based on the members (exporter's) Free On Board (FOB) cash values.
- For as long as a member company is subscribed to FPEAK, it shall be required to make timely payments every first month of the subsequent quarter. Failure to pay will be a basis for the association to evaluate the membership.
- In the event that a member company wishes to leave the association it shall do so in writing addressed to the Chief Executive Officer through the provided FPEAK office emails.

Below is a table of the various subscription categories and corresponding FOB values:

FPEAK subscription payment categories			
Category	Yearly FOB value	Annual subscription	Quarterly
One	0-50 million	Kshs. 40,000	Kshs. 10,000
Two	51-100 million	Kshs. 75,000	Kshs. 18,750
Three	101-250m	Kshs. 150,000	Kshs. 37,500
Four	Over 250 m	Kshs. 250,000	Kshs. 62,500

REQUIRED DOCUMENTS:

At the time of applying for registration a member is required to provide the following documents:

1. Copy of the company certificate of Incorporation
2. Copy of company's KRA PIN
3. Copy of HCD export license (for those already exporting)
4. Copy of Global Gap certificate (where applicable)
5. Payment cheque to the FPEAK office.

PAYMENT DETAILS:

All payments shall be made to the account of:
Fresh Produce Exporters Association of Kenya
Account number: 075-1405251
Barclays Bank of Kenya
SWIFT CODE: BARCKENXXXX

DECLARATION BY THE APPLICANT			
<p>1. I hereby confirm that the information given in this form is true to the best of my knowledge. 2. The applicant company has accepted to abide by the terms and conditions of membership of Fresh Produce Exporters Association of Kenya (FPEAK)</p>			
Name of Company Director:			
Signature:		Date:	
Member company stamp:			

FPEAK APPROVAL SECTION:

On behalf of FPEAK Board of Directors, the Chairman wishes to welcome you to association's fraternity. We sincerely hope that this business partnership with you will be of mutual benefit for the betterment of the horticulture industry.

FPEAK Stamp:

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