

Terms & Conditions

Commercial Tenants Association Limited

The company name is the Commercial Tenants Association Limited hereinafter called 'the CTA'.

The CTA is a registered company (no. 12851561).

The CTA is a for profit membership organisation governed by its management board and with membership represented through specialised Committees and the Membership Council.

These General Terms and Conditions do not replace, amend or annul any Governance policies, Articles of Association or the Memorandum of the CTA. These Terms and Conditions serve as a general reminder of the important aspects of the CTA for Members and Suppliers.

Membership is open to all commercial tenants in the UK. A Subscription is available to all companies (Suppliers) who can supply a service to commercial tenants in the UK and are recommended by Members (subject to satisfactory reference checks).

Membership Year (Paid Subscriptions)

The paid membership year will be a minimum of 12 months from the date of payment of the membership fee.

Membership will be automatically renewed unless 90 days notice is given, as set out in the section 'Termination of Membership'.

Membership Structure

Membership is offered in the following four categories: Affiliate, Member, Partner and Patron

Detailed information about the membership levels and benefits can be found on our [Membership Benefits](#) page.

Membership can be upgraded during the membership year. An additional fee will be due, calculated as the pro-rata amount of the difference between the relevant fees.

Membership Fees

Business Size – Sq Ft occupied in UK	Affiliate	Member	Partner
1-1,000	No Charge	£195	£395
1,001 – 5,000	No Charge	£235	£475
5,001-10,000	No Charge	£300	£595
10,001 – 25,000	No Charge	£370	£755
25,001-50,000	No Charge	£460	£980
50,001 +	No Charge	£580	£1,220

Patron fees, exclusively on application.

Payment must be made annually, in advance. Invoices are payable on demand and payments outstanding after 21 days may result in membership cancellation.

Membership fees may be subject to annual review and will be updated on the CTA website and be shown on the Members' dashboard.

Interest chargeable

The CTA reserves the right to charge interest on outstanding payments due. The rate will be the statutory rate of interest on debt, this currently being 8% above the prevailing base rate.

Subscription for Suppliers

The annual subscription for an entry in the Trusted Supplier Directory is as follows:

Level	Featured	Premium
Pricing	From £495	From £1,495

Detailed information about the subscription levels and benefits offered through the Trusted Supplier Directory can be found in our [Trusted Supplier Directory](#) section.

Payment must be made annually, in advance.

The minimum subscription term is 12 months.

The subscription can be upgraded during the year. An additional fee will be due, calculated as the pro rata amount of the difference between the relevant fees.

Advice

The CTA operates an advice service relating to general commercial property issues. Our paid subscription Members are entitled to a half-hour consultation with an experienced property professional or similarly experienced individual (Partner members are entitled to an hour consultation).

Should additional advice be required then the CTA offers further general advice to its Members on an hourly rate basis or, the CTA can recommend an Accredited Service Provider where specialist professional advice is required.

The current rates for general commercial property advice from the CTA are as follows:

Membership Level	Rate / hr
Member*	£150
Affiliate Member	£250

Where the CTA provides its Members with advice this advice is given solely in relation to general commercial property issues. Advice given by the CTA is given on this basis alone and DOES NOT constitute legal advice or valuation advice.

Sharing of Information

Members who provide supplier details and details of prospective Members either through recommendations or otherwise do so on the basis that they have received permission to share such information from those third parties and it is therefore deemed that prior consent has been obtained in accordance with any data sharing regulations including the Data Protection Act 2018.

Privacy Policy

These terms are subject to the CTA [privacy policy](#) and cookie policy.

Independence of the Trusted Supplier Directory

All Supplier recommendations must be independent. Members are prohibited from recommending themselves as Suppliers. Members cannot recommend associated companies or companies within their own group as Suppliers.

Sanctions

If for any reason payment is not received in due time, the access to the Trusted Supplier Directory listing and your account will be frozen until full payment is made. Failure to observe the independence of the Trusted Supplier Directory may result in cancellation of membership without refund.

Code of Conduct

CTA expects all Members and suppliers to abide by its Code of Conduct in all their dealings and interactions with other Members, suppliers, CTA directors and employees. Failure to do so may lead to a restriction of membership or supplier's benefits, and ultimately expulsion from the CTA or removal from the Trusted Supplier Directory.

Conflicts of Interest

All Members and suppliers of the CTA will strive to avoid any conflict of interest between the interests of the CTA, and other personal, professional, and business interests. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

If an individual of a company has reason to suspect that there is a potential for a conflict of interest to arise they must make a declaration, setting out the scope of the potential conflict, to legal@thecta.co.uk, and inform all parties to this potential conflict.

Termination of Membership and Subscription

You may terminate your paid membership by giving 90 days notice prior to the renewal date via the Member's dashboard. In the event of a Member resigning, the relevant portion of any subscription paid in advance shall be retained by the CTA and the Member can continue to enjoy the benefits of membership during this period.

The Board of Directors of the CTA reserves the right to terminate the membership of any member where there is a serious breach of the code of conduct or failure to disclose a conflict of interest as set out in the relevant policies and for any other reason that the Board deems will result in undermining the good and proper running of the CTA, disadvantage other Members or in any way go against the spirit and purpose of the CTA.

The Board of Directors of the CTA reserves the right to terminate the subscription of any supplier where there is a serious breach of the code of conduct or failure to disclose a conflict of interest as set out in the relevant policies and for any other reason that the Board deems will result in undermining the good and proper running of the CTA, disadvantage the Members and other suppliers or in any way go against the spirit and purpose of the CTA.

Account management

Please contact your account manager for any queries regarding your membership status. For any other enquiries please contact info@thecta.co.uk.

These Terms & Conditions may be amended from time to time at the discretion of the Board of Directors.

Disclaimer

The information contained in our guides and related materials is not intended to constitute legal advice or the rendering of legal, consulting, or other professional services of any kind. Users of these materials should not in any manner rely upon or construe the information or materials as legal, or other professional advice and should not act or fail to act based upon the information in these materials without seeking the services of a competent legal or other professional. The COMMERCIAL TENANTS ASSOCIATION LIMITED IS NOT LIABLE for any claims, losses, or damages of any kind arising out of or in any way related to this information. The CTA hereby disclaims all liability for any claims, losses, or damages of any kind in connection with the use or application of these materials.