



Joining The FAS

First time applications (or application after a period of lapsed membership)

If you are an astronomical society wishing to make a fresh application for FAS membership (as opposed to the annual renewal) you should email the FAS stating your society's wish to apply to join the Federation and provide the following information:

1. The official name of your society, and the position you hold within it.
2. The URL of your website or other Internet presence (if your society has one) so that we can visit it to find out a little about you, and what you say about yourselves.
3. You should confirm that your society is run by a committee of named, electable officers and members, and that you hold an election meeting run on a democratic basis, and minutes are kept of the committee meetings and made available to each member.
4. State whether or not your society has a written constitution. If it does please attach a copy of it to the email.
5. You should confirm that your society arranges regular meetings for its members.

On receipt of the information, the FAS Council will review the application. We may come back with additional questions or to seek clarification on certain points

Assuming approval is given, you will then be given instructions on how to start your membership. You will need the following information about your society:

1. Full contact details for two of your society's officials
2. The full location including the address postcode of your meeting venue.
3. The current number of members of your society.

You will be presented with options as to whether you wish to take out public liability insurance (PLI). This provides protection if your society is involved with the public such as outreach events and observatory visits etc.

You must be a UK* based society, have no paid employees and be a non-for-profit organisation.

*The Territorial Limits of the policy are: Great Britain, Northern Ireland, the Channel Islands and the Island of Man.

If you have PLI insurance elsewhere, do not take out the FAS offering.

If your society has a pending claim with another insurer DO NOT take out this policy until you have confirmed with the FAS that you may do so.

Note that if your society is itself a Limited Company, or is a spin-off from a Limited Company, then the PLI Insurers will not accept you as an eligible organisation, and so unfortunately it will not be possible to include you in our PLI scheme. It is important that you ensure that you really are eligible, as you could be liable under the law for any claims made, if you are found to have made an incorrect statement to us about your suitability.

The application will only be completed when the applicant confirms that on behalf of their society he/she has read and agrees to abide by the FAS Constitution. This can be found at:
<https://fedastro.org.uk/fas/about/>

When the on-line form has been completed the system will calculate the total amount payable. Payment can be by BACS, PayPal or cheque. If paying by cheque please make payable to 'The Federation of Astronomical Societies' and send to the Treasurer. Payment details will be supplied as you make your application in the membership system

Annual renewal of membership and PLI

The membership system will automatically contact existing member societies of the FAS when annual renewal is due. This is approximately 28 days before the renewal date.

Keeping your society's details up to date with the FAS

This is the responsibility of your society. You should access the on-line Membermojo database using the email login you have chosen and amend your society's details as appropriate. We use the details held in the database for all communications.

We hope the above is all self-explanatory but if in doubt then please contact us. See <https://fedastro.org.uk/fas/contact-us/> for more information.