



MEMBERSHIP FEES REDUCTION REQUEST – 2011/2012

	Member#	
Full Name		
Address		
City/Prov	Postal Code	
Home Tel	Work Tel	
Email		

You are requesting a fee reduction, based on your circumstances, if you do not anticipate being gainfully employed for the upcoming May 1st to April 30th membership year, such that your **active earnings** will not exceed the amounts indicated in the categories below.

Reductions are applied solely to annual membership dues. Members are still required to pay all other Institute dues, including professional corporation, practicing office and other fees that relate to their circumstances and activities. Members are further required to contact the Institute should their financial circumstances change, such that they exceed the amounts indicated below in **active earnings** during any membership year. Fee reduction categories that may be applied for are as follows:

1. **50% reduction** – a 50% reduction may be granted for members who have **active earnings** of less than 30 times the **annual non-practicing dues**. This would normally encompass students, parenting leave, personal or family illness leave, unemployment, or semi-retirement. Member must submit a declaration with the Institute on a yearly basis.
2. **75% reduction** – a 75% reduction may be granted for members who have **active earnings** of less than 20 times the **annual non-practicing dues**. This would normally encompass students, parenting leave, personal or family illness leave, unemployment, or semi-retirement. Member must submit a declaration with the Institute on a yearly basis.
3. **100% reduction** - a full reduction may be granted by reason of:
 - a) **full retirement** with no **active earnings**, or
 - b) long-term physical/mental disability or financial hardship if **active earnings** are less than 20 times the **annual non-practicing dues**.

Member must complete a declaration; in the cases of **full retirement** and long-term disability, once the declaration is made it continues in force year to year unless there is a change in the member's status. Reductions for financial hardship are considered on an annual basis.

Please note: A member must fulfil the requirements before August 31st of the new fiscal year in order to qualify for any of the above categories. The ICANS Fee Reduction/Waiver Policy is subject to review, from time to time, by ICANS Membership Committee.

MEMBER DECLARATION – Mark (X) by only ONE box below:

- I am requesting a 50% reduction and I declare that my **active earnings** will not exceed 30 times the **annual non-practicing dues** for the upcoming membership year. (May 1 to April 30).
Reason for fee reduction: *(please specify i.e. illness, semi-retirement etc.)* _____
- I am requesting a 75% reduction and I declare that my **active earnings** will not exceed 20 times the **annual non-practicing dues** for the upcoming membership year (May 1 to April 30).
Reason for fee reduction: *(please specify i.e. illness, semi-retirement etc.)* _____
- I am requesting a 100% reduction and I declare that my **active earnings** will not exceed 20 times the **annual non-practicing dues** for a disability or hardship fee waiver or no **active earnings** for a full retirement waiver. This request is due to *(please check one)*:
- Full Retirement
 - Long-Term Physical/Mental Disability
 - Financial Hardship *(additional information will be required, please attach completed [Schedule 1](#) as found on Website)*

I undertake to contact the Institute immediately should there be a change in my circumstances such that any of my declarations shall become inaccurate.

 Applicant Signature

 Date

IMPORTANT - See Reverse For Definitions and Other Information

FILING DEADLINE – JUNE 15, 2011

DEFINITIONS

Active Earnings:

"active earnings" means payments of any nature which the member receives and for which the member performs a service. It would include for example earnings from employment, business (including professional corporations), honorariums and directors fees, but would exclude pension income, passive investment income, employment insurance, support payments and disability income.

Annual Non-Practicing Dues:

"annual non-practicing dues" means the Total Fee (including HST) payable by a Non-Practicing Prime member as contained in the current ICANS Fee Schedule.

Full Retirement:

"full retirement" means a member who has in fact ceased employment and does not foresee having regular gainful occupation in the future. Such members are normally supported by a pension, savings or superannuation. This category does not include members who have otherwise left the workforce (e.g. parental leave), even if for an extended period of time.

OTHER INFORMATION

2011 – 2012 MAXIMUM ACTIVE EARNINGS		
Non-Practicing Prime Fee Payable Current Total Fee (A)	Active earnings multiple – 30 times (A) (applicable to 50 % Reduction)	Active earnings multiple – 20 times (A) (applicable to 75 % Reduction)
\$1,288.00 (A)	\$38,640	\$25,760
2011 - 2012 REDUCED FEE AMOUNT PAYABLE (including HST)		
Fee Category	Reduced Fee Amount Payable (applicable to 50 % Reduction)	Reduced Fee Amount Payable (applicable to 75 % Reduction)
Category I - Resident & Deemed Resident		
Practicing – Prime	\$730.25	\$365.12
Practicing – Non-prime	\$465.75	\$232.87
Category II - Resident & Deemed Resident		
Non-Practicing - Prime	\$644.00	\$322.00
Non-practicing – Non-prime	\$379.50	\$189.75
Category III - Non-resident		
Prime	\$396.75	\$198.37
Non-prime	\$132.25	\$66.12

NOTE: Additional information regarding the Fee Categories is contained on the 2011/2012 Fee Schedule Information sheet.

Payment of Fees

1. If you are paying by cheque, please send your cheque in the amount of the applicable **Reduced Fee Amount Payable**. If you are paying by credit card, please be advised that your credit card account will initially be charged the applicable **Reduced Fee Amount Payable**.
2. If your request is not approved by the Membership Committee, you will be notified of this and advised that the balance of your Fees is now due. If you initially paid by credit card, please be advised that your credit card account will be further charged for the amount of the Fees now due.