



Membership Fees – Change in payment schedule

As part of our financial streamlining efforts, it has been decided that all membership fees should be paid based on SCMA’s financial year. This is to take effect for all new memberships and renewals from 1 June 2013.

Accordingly, you will be receiving renewal advice from us for payment amounts due on this basis. Please refer to the table and example below for guideline and clarification.

SCMA Membership Prorated Reference Table With effect from 1st June 2013

| Month Joined | Prorated Amount (SGD Only) | |
|--------------|----------------------------|-------------------|
| | Corporate Membership | Individual Member |
| January | SGD 1200.00 | SGD 300.00 |
| February | SGD 1100.00 | SGD 275.00 |
| March | SGD 1000.00 | SGD 250.00 |
| April | SGD 900.00 | SGD 225.00 |
| May | SGD 800.00 | SGD 200.00 |
| June | SGD 700.00 | SGD 175.00 |
| July | SGD 600.00 | SGD 150.00 |
| August | SGD 500.00 | SGD 125.00 |
| September | SGD 400.00 | SGD 100.00 |
| October | SGD 300.00 | SGD 75.00 |
| November | SGD 200.00 | SGD 50.00 |
| December | SGD 100.00 | SGD 25.00 |

Example One:

New Member

Mr. Tan joined in July as an Individual Member and the amount required to pay would be SGD 150.00. His membership period would be from 1st July 2013 to 31st December 2013.

In January 2014, his membership renewal would be from 1st January 2014 to 31st December 2014 which is in accordance with our financial year closing ending December of every year.

***** Same methodology applies to Corporate Members**



Example Two:

Current Member

ABC Company has renewed the Corporate Membership from the period 1st May 2013 to 30th April 2014. Thus, when the membership expires in 30th April 2014, the amount required to pay would be SGD 800.00 and renewal period would be from 1st May 2014 to 31st December 2014.

Subsequent year, the membership continues from 1st January 2015 to 31st December 2015.

*****Same methodology applies to Individual Members.**

Renewal Reminder

Renewal advice (Proforma invoice) will be sent by email to all members at least ONE month in advance reflecting the amount to be made. Original invoice will only be issued upon receipt of payment.

If the company policy requires an original invoice for issuance of payment, this can be request upon from Ms Tammy Tan, SCMA's Administrator.

Corporate & Individual Listings on our website

Please note that all contact listing will be removed from our website if the member has not renewed within three months from date of expiry.



Panel of Arbitrators

We would strongly urge members who are on the Panel of Arbitrators to renew within three months to avoid their profiles being removed too.

Please kindly update your CV for our record purposes and the template may be downloaded at the link: <http://www.scma.org.sg/arbitrators.html>

For further enquiries or clarifications, please do not hesitate to contact us at:

Contact Person : Tammy Tan

Email : tammy@scma.org.sg / mail@scma.org.sg

Tel : 65 6324 0552

Or you may log on to our website www.scma.org.sg for more details. Thank you.