

**SUBMISSION OF APPLICATION FORM**

This Approved Installer Application Form should be submitted to the FIA Secretariat (see below).

The submission of this form does not, and shall not be taken to, imply that Approved Installer status has been or will be awarded by the FIA.

The FIA will contact two or more of the references provided overleaf to determine the suitability of the applicant before further procedures leading to approved status can be undertaken.

**INITIAL APPLICATION FEE**  
**(not applicable to ECA-ITEC approved installers)**

Please enclose a cheque for £528.75 (£450.00+VAT) payable to the Fibreoptic Industry Association.  
NOTE: for payment by credit card or equivalent, please contact the Secretariat.



**APPLICATION COMPLETION FEE**

Please note that following the successful assessment of an application, a further fee will be payable, upon request of the FIA before Approved Status is awarded.

This completion fee covers the award of Approved Installer status for the first 12 months following initial approval.

The Application Completion Fee is dependent on the corporate status of the Member:  
Corporate A: £235.00 (£200 + VAT)  
Corporate B: £587.50 (£500 + VAT)  
Corporate C: £1057.50 (£900 + VAT)

NOTE: A VAT receipted invoice will be sent by return.  
This initial fee is non-returnable.

<b>ORGANISATION</b>	
<b>FIA MEMBER No.</b>	
<b>ADDRESS</b>	
<b>CITY</b>	
<b>COUNTY</b>	
<b>POST CODE</b>	
<b>COUNTRY</b>	
<b>TELEPHONE</b>	
<b>FAX</b>	
<b>WEB-SITE</b>	

<b>APPLICANTS CONTACT DETAILS</b>	
<b>TITLE</b>	
<b>FIRST NAME</b>	
<b>LAST NAME</b>	
<b>POSITION</b>	
<b>TELEPHONE</b>	
<b>MOBILE</b>	
<b>E-MAIL</b>	

**Applicants signature:** .....

**Date of Application:** .....

In order to gain FIA Approved Installer status, the organisation shall meet the following minimum requirements:

- be an FIA Corporate Member;
- provide a list of five customers that the FIA may approach for references (see below);
- conform to the requirement of the AIS ([www.fia-online.co.uk/eais01-03.htm](http://www.fia-online.co.uk/eais01-03.htm)).

By completing this Application Form, the applicant is agreeing to allow assessment of the companies operation against the above requirements.

<b>FIA APPLICANT ORGANISATION</b>	
<b>FIA MEMBER No.</b>	

**Applicants signature:** .....

**Date of Application:** .....

**REFERENCES (OVERLEAF)**

The Applicant must nominate five reference customers for whom both project management and installation of optical fibre cabling infrastructures have been completed, and provide brief descriptions of the work carried out and the approximate values of these works. Three of the five references should cover a period of between two and five years ago. The others should be more recent. The applicant shall ensure that the named referees are willing to provide information to the FIA upon request regarding the work undertaken for them. The FIA will obtain written references from at least two of these companies using a pro-forma questionnaire. Should one of these references appear to be unsatisfactory, the applicant will be given the opportunity to commission an independent FIA audit of the relevant installation, at the applicant's expense.

**INSTALLATION REFERENCES (TWO-FIVE YEARS AGO)**

ORGANISATION	
ADDRESS	
CITY	
COUNTY	
POST CODE	
COUNTRY	

<b>REFEREES CONTACT DETAILS</b>	
TITLE	
FIRST NAME	
LAST NAME	
POSITION	
TELEPHONE	
MOBILE	
E-MAIL	

ORGANISATION	
ADDRESS	
CITY	
COUNTY	
POST CODE	
COUNTRY	

<b>REFEREES CONTACT DETAILS</b>	
TITLE	
FIRST NAME	
LAST NAME	
POSITION	
TELEPHONE	
MOBILE	
E-MAIL	

ORGANISATION	
ADDRESS	
CITY	
COUNTY	
POST CODE	
COUNTRY	

<b>REFEREES CONTACT DETAILS</b>	
TITLE	
FIRST NAME	
LAST NAME	
POSITION	
TELEPHONE	
MOBILE	
E-MAIL	

**RECENT INSTALLATION REFERENCE**

ORGANISATION	
ADDRESS	
CITY	
COUNTY	
POST CODE	
COUNTRY	

<b>REFEREES CONTACT DETAILS</b>	
TITLE	
FIRST NAME	
LAST NAME	
POSITION	
TELEPHONE	
MOBILE	
E-MAIL	

ORGANISATION	
ADDRESS	
CITY	
COUNTY	
POST CODE	
COUNTRY	

<b>REFEREES CONTACT DETAILS</b>	
TITLE	
FIRST NAME	
LAST NAME	
POSITION	
TELEPHONE	
MOBILE	
E-MAIL	