# 

Membership no.

# **Application for Professional Membership**

I am currently employed as a Tour Guide and I have a minimum of 2 years (2 seasons with at least 120 days work) experience in New Zealand

☐ I apply for **Full Membership**

I am undertaking training to become a Tour Guide and/or I have less than 2 years (or less than 120 days per season) experience guiding in New Zealand – or I am returning to guiding after a long absence

☐ I apply for **Associate Membership**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First name: | |  | | | |
| Surname: | |  | | | |
| Email: | |  | | | |
| Postal address: | |  | | | |
| Physical address:  (if different from above) | |  | | | |
| Telephone: | |  | | | |
| Mobile: | |  | | | |
| Date of birth: | |  | | | |
| What is your nationality? | |  | | | |
| If not a New Zealand citizen, please supply a copy of your residency visa or current work visa | | | | |  |
| **Languages spoken** – Please indicate your level of language skills from 1 to 3  1 = mother tongue 2 = fluent (to guiding standard) 3 = basic to moderate | | | | | |
| Chinese - Cantonese | |  | | Italian |  |
| Chinese - Mandarin | |  | | Japanese |  |
| Czech | |  | | Korean |  |
| Danish | |  | | Polish |  |
| Dutch | |  | | Portuguese |  |
| English | |  | | Russian |  |
| Flemish | |  | | Serbo-Croatian |  |
| French | |  | | Slovak |  |
| German | |  | | Spanish |  |
| Hindi | |  | | Swedish |  |
| Hungarian | |  | | Thai |  |
| Others – please list | | | | | |
| **Qualifications and general information** | | | | | |
| Do you hold a passenger endorsement license? | | | ☐ Yes - class 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐  ☐ No | | |
| Do you hold a current first aid certificate? | | | ☐ Yes Expiry: ­­­­­­\_\_\_\_\_\_\_  ☐ No | | |
| Note: This is compulsory for **all** ProGuides members. Please provide a copy | | | | |  |
| Do you hold a Public Liability Insurance?  (recommended) | | | ☐ Yes  ☐ No | | |
| Note: This is compulsory for DOC concession holders. Please provide a copy | | | | |  |
| Do you wish to apply for a DOC Concession for Proguides Members?  (DOC guidelines available on request) | | | ☐ Yes  ☐ No | | |
| Note: The concession is only available to individual members and not to tour operators. If you need a DOC concession for your business, you will need to apply to DOC directly. | | | | | |
| Do you hold your own DOC concession | | | ☐ Yes  ☐ No | | |
| Do you have any educational qualifications related to guiding? (eg NZQA, ATTTO, overseas diploma...) | | | ☐ Yes - please specify  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ☐ No | | |
| Do you belong to a tourism related organisation? (eg TEC NZ, BCA, TIA) | | | ☐ Yes - please specify  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ☐ No | | |
| **Work status as guide** | | | | | |
| ☐ Tour Guide ☐ Driver / Guide ☐ Small Tour Operator    Business name (if applicable): ­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| Please provide a short intro about yourself and/or your business (if owner/ operator).  If you are a small tour operator, you might also consider applying as an Industry Partner. | | | | | |

|  |  |
| --- | --- |
| **Professional experience as a Tour Guide** | |
| Name of company 1: |  |
| Type of company (ie. inbound tour operator) |  |
| How many years have you worked for this company? | From: To: |
| Number of days spent guiding per year: |  |
| Number of tours guided per year: |  |
| Name of company 2: |  |
| Type of company (ie. inbound tour operator) |  |
| How many years have you worked for this company? | From: To: |
| Number of days spent guiding per year: |  |
| Number of tours guided per year: |  |
| All applicants must nominate a referee from at least one company they have provided guiding services to | |
| Name of Referee 1: |  |
| Company: |  |
| Contact details: Phone/Mobile, Email |  |
|  | |
| Name of Referee 2: |  |
| Company: |  |
| Contact details: Phone/Mobile, Email |  |
|  | |
| According to the Unsolicited Electronic Messages Act, I give my permission to receive regular news and offers from ProGuides New Zealand. ☐ Yes ☐ No | |
| I agree that by default information about me will be published online on [www.proguides.co.nz](http://www.proguides.co.nz) (Find a Guide). ☐ Yes ☐ No | |
| How did you hear about ProGuides NZ: | |
| What’s your main reason to join ProGuides NZ: | |

I declare that all information given is true and correct to the best of my knowledge and belief.

Applicant's signature Date

**Please scan and email your application and supporting documents to** [**membership@proguides.co.nz**](mailto:membership@proguides.co.nz)