

Alliance for Sustainable Building Products

Membership Terms and Conditions Version 1, 1st September 2026

1. Purpose and Conduct

1.1 All Members are required to support the aims of the Alliance for Sustainable Building Products (ASBP): the promotion of sustainable building products for a healthy, low-carbon built environment.

1.2 ASBP's objectives include:

- 1.2.1 championing sustainable building products and materials across the construction sector
- 1.2.2 promoting evidence-based approaches to product sustainability, health and environmental performance
- 1.2.3 supporting knowledge sharing across industry, academia, policy and the supply chain
- 1.2.4 advocating for higher standards in building product sustainability and transparency

1.3 Members must:

- 1.3.1 act in a manner consistent with ASBP's objectives
- 1.3.2 ensure that any public claims relating to health, carbon performance, environmental impact or building performance are evidence-based and not misleading
- 1.3.3 take reasonable steps to ensure that products and services are described accurately
- 1.3.4 disclose any material conflicts of interest when recommending products, services or collaborators

1.4 Members must not:

- 1.4.1 make misleading claims about ASBP endorsement, approval or certification
- 1.4.2 misuse ASBP research, events or publications
- 1.4.3 act in a way that could reasonably bring ASBP into disrepute
- 1.4.4 be subject to regulatory or legal investigations that may materially damage ASBP's reputation, without first informing ASBP

2. Membership and Non-Endorsement

2.1 Membership of ASBP does not constitute product approval, certification, technical endorsement or verification of any performance claims.

2.2 Members must not imply that ASBP has approved or certified any specific product, service, project or development unless this has been explicitly agreed in writing with ASBP.

2.3 While ASBP provides a range of membership benefits including events, research and networking opportunities, ASBP does not guarantee any specific commercial, technical or project outcomes arising from membership.

3. Use of ASBP Branding

3.1 The ASBP Member logo will be provided to all Organisation Members and Patron Members on joining. It may be used to indicate membership of ASBP in corporate materials, including websites, presentations and marketing materials.

3.2 Use of the ASBP Member logo must:

3.2.1 clearly relate to the organisation named in the membership

3.2.2 be accurate and not misleading

3.2.3 not imply that ASBP has certified, accredited, approved or endorsed any specific product, service, project or development

3.3 The ASBP Member logo must not be used:

3.3.1 in connection with specific products, services or projects in a way that suggests ASBP endorsement

3.3.2 in a way that could reasonably be interpreted as a mark of compliance, certification or performance verification

3.3.3 by any organisation or individual other than the named Member

3.4 Membership and logo use applies to the organisation registered with ASBP, and is restricted to activities undertaken under that registered name.

3.5 On cancellation, termination or suspension of membership, the Member must remove the ASBP Member logo and any ASBP tenure badges from all materials - including but not limited to websites, email signatures, social media profiles, presentations and printed materials - within 14 days of the membership ending.

3.6 ASBP reserves the right to require the removal or amendment of any use of its branding that it considers misleading, inaccurate or inappropriate.

3.7 Use of the main ASBP logo (as distinct from the ASBP Member logo) requires prior written approval from ASBP.

3.8 ASBP may from time to time offer membership tenure badges to recognise long-standing members. Use of tenure badges is subject to the same conditions as the Member logo and must accurately reflect the member's continuous membership period.

4. Membership Categories and Benefits

4.1 ASBP offers membership across two main categories: Standard Member and Patron Member. Individual membership may also be available. Current categories and applicable fees are published on the ASBP website and may be updated from time to time. Any updates will be communicated to Members at or before their next renewal.

Patron Membership

4.2 Patron Membership is an enhanced tier offering additional benefits and recognition, as defined and updated by ASBP from time to time.

4.3 A Member wishing to change from Patron Membership to Standard Membership must provide written notice to ASBP by email at least 14 days before their renewal date. The change will take effect at the start of the next Membership Year.

4.4 ASBP reserves the right to review Patron Membership status at renewal where the Member no longer meets the criteria for Patron Membership, and to reassign the Member to Standard Membership with reasonable notice.

4.5 Membership is open to organisations and individuals across the built environment sector, including manufacturers, consultants, housing providers, academics, trade bodies, research institutions and others whose work is aligned with ASBP's objectives.

4.6 ASBP reserves the right to approve or decline any application at its discretion.

4.7 Where membership fees are based on organisation size or turnover, Members must provide accurate and up-to-date information. ASBP reserves the right to reassign a Member to a different fee tier where information provided is found to be materially inaccurate.

4.8 ASBP may offer discretionary or promotional membership rates at its discretion. Such rates are subject to annual review.

4.9 A summary of the benefits associated with each membership category is set out on the ASBP website. ASBP reserves the right to adjust benefits from time to time; Members will be notified of any material changes at or before their next renewal.

5. Fees, Renewal and Payment

The Annual Membership Fee

5.1 Membership of ASBP is an annual commitment. The annual membership fee covers a full Membership Year and the full amount is owed from the Start Date, whether it is paid as a single payment or in instalments under a payment plan.

5.2 Membership commences on the date the initial invoice is issued or, where the Member pays by Direct Debit, the date the Direct Debit mandate is established (the "Start Date"), and continues for a period of 12 months (the "Membership Year").

5.3 Membership cannot be cancelled part-way through a Membership Year. Cancellation takes effect at the end of the current Membership Year and must be notified in accordance with clause 5.16 or clause 5.26. Where payment stops part-way through a Membership Year, the outstanding balance for that year remains payable in full.

5.4 Where ASBP offers instalments, those instalments are a payment plan for the annual membership fee. They are not a subscription and do not alter the annual nature of the commitment.

Payment Method

5.5 Members select how they wish to pay the annual membership fee on the membership application form. The options are an annual Direct Debit, a monthly Direct Debit, or an invoice payable by bank transfer or card. Where no selection is made, ASBP will issue an invoice payable by bank transfer or card.

5.6 A Member may change payment method at any time by notifying ASBP by email. Where notice is given during a Membership Year, the change will normally take effect from the next renewal. This applies to new and renewing Members alike.

Invoicing, renewal and cancellation

5.7 The annual membership fee is payable in advance. Where the Member pays by instalments under a payment plan, each instalment is payable in advance of the period it covers.

5.8 Membership will renew automatically on the anniversary of the Start Date each year. An invoice for the renewal period will be issued in advance of the renewal date.

5.9 ASBP will contact Members at least six weeks before the renewal date to confirm the upcoming renewal, the applicable fee and any relevant changes to these Terms. ASBP will normally issue a further reminder shortly before the cancellation deadline set out in clause 5.10.

5.10 Unless the Member provides written notice of cancellation at least 14 days before the renewal date, membership will renew automatically and the Member will be liable for payment of the renewal invoice.

5.11 All invoices are issued on Net 30 day terms unless otherwise agreed in writing. Payment is due within 30 days of the invoice date.

5.12 Membership benefits may be made available from the Start Date, subject to payment. ASBP reserves the right to limit or withhold certain benefits until payment has been received.

5.13 ASBP may allow a grace period of up to 30 days from the invoice due date during which membership benefits may continue while payment is outstanding. Continued access during this period does not constitute a waiver of ASBP's right to receive payment.

5.14 If payment is not received within the grace period, ASBP reserves the right to suspend member benefits, remove the Member from directories and working groups, and terminate membership in accordance with clause 8. Suspension or termination does not extinguish the balance owed for the current Membership Year.

5.15 ASBP may, at its discretion, charge statutory interest and reasonable debt recovery costs on any overdue invoice, in accordance with the Late Payment of Commercial Debts (Interest) Act 1998. ASBP would always rather hear from a Member early: if you are having difficulty paying, or would like to discuss your payment schedule, please contact ASBP accounts and we will do what we reasonably can to help.

5.16 To cancel membership, written notice must be provided by email no later than 14 days before the renewal date. Cancellation takes effect at the end of the current Membership Year. Notice received after this point will take effect at the end of the following Membership Year, and the Member will remain liable for the renewal fee for that year. On cancellation, the Member must remove all ASBP branding from their materials in accordance with clause 3.5.

5.17 ASBP will make every reasonable effort to give advance renewal notice in accordance with clause 5.9. If a Member believes they did not receive that notice, they should contact ASBP as soon as possible after renewal and ASBP will work with them to reach a fair outcome.

5.18 Membership may be held by an organisation or an individual, depending on the membership category. Where membership is held by an organisation, it applies to the organisation as a whole and is not limited to the individual who submitted the application, is named as the primary contact, or signs any Direct Debit mandate on the organisation's behalf.

5.19 Members must provide, and keep up to date, at least two contacts for membership and invoicing purposes. Where renewal, payment or reminder communications are sent to the contact details provided, ASBP is not responsible for non-receipt resulting from outdated or incorrect information, including where a named contact has left the organisation.

Direct Debit payment

5.20 Direct Debit payments are processed via Adfin. Payments will appear on the Member's bank statement under the name of ASBP. The collection frequency - a single annual payment or monthly

instalments, or quarterly instalments where ASBP offers them - is selected by the Member at the point of application, subject to availability.

5.21 By setting up a Direct Debit mandate, the Member authorises ASBP to collect the annual membership fee in accordance with these Terms and the Direct Debit Guarantee. A copy of the Guarantee will be provided at the point of mandate setup. Where the mandate is signed by an individual on behalf of an organisation, it is entered into on that organisation's behalf and the organisation remains liable for the fee.

5.22 Direct Debit membership runs for a fixed Membership Year from the date the mandate is established, in the same way as invoiced membership. Payments are collected in accordance with the frequency selected at the point of application unless membership is cancelled in accordance with clause 5.26.

5.23 Members will receive advance notice of at least three working days before each collection is taken, sent to the contact details held by ASBP.

5.24 Cancelling a Direct Debit mandate does not cancel membership, and the annual membership fee remains owed in full for the current Membership Year. Members must not cancel their mandate directly with their bank without first notifying ASBP in writing.

5.25 If a Direct Debit payment fails, or the mandate is cancelled, the Member will automatically be sent notification and a link to pay the outstanding amount by card. Payment is due within 14 days of that notification. Where payment remains outstanding, ASBP reserves the right to suspend access to membership benefits and to terminate membership in accordance with clause 8, and the balance for the current Membership Year remains payable.

5.26 To cancel a Direct Debit membership, written notice must be provided to ASBP by email at least 14 days before the renewal date. On receipt of a valid cancellation request, ASBP will cancel the Direct Debit mandate. Cancellation takes effect at the end of the current Membership Year. Where notice is received after this point, cancellation will take effect at the end of the following Membership Year and the Member will remain liable for the renewal fee for that year. On cancellation, the Member must remove all ASBP branding from their materials in accordance with clause 3.5

Working group fees

5.27 Where a Member participates in an ASBP working group, the applicable working group fee is payable quarterly in advance. Working group fees are separate from, and additional to, the annual membership fee.

5.28 ASBP's preferred method of payment for working group fees is Direct Debit, collected quarterly. Members participating in a working group will be invited to set up a Direct Debit mandate for those fees. Where a Member does not wish to pay by Direct Debit, ASBP will continue to issue quarterly invoices payable by bank transfer or card.

5.29 Working group participation continues from quarter to quarter until the Member gives notice. To leave a working group, written notice must be provided to ASBP by email at least 14 days before the start of the next quarter. Where notice is received after that point, the fee for the following quarter remains payable and participation will end at the close of that quarter.

6. Participation in Research, Working Groups and Events

6.1 Participation in ASBP research, task groups and events is subject to relevance, availability and appropriate conduct.

6.2 Members contributing to ASBP research must provide accurate and transparent information.

6.3 Intellectual property arising from ASBP-led research or collaboration will be subject to separate written agreement where applicable.

6.4 Where participation in a working group carries a fee, payment and cancellation are governed by clauses 5.27 to 5.29.

7. Information Sharing

7.1 ASBP encourages open knowledge sharing among Members to support learning and best practice across the sector.

7.2 Where information is identified as confidential within ASBP activities or events, Members agree to treat it accordingly and not to disclose it without permission from ASBP.

8. Termination and Suspension

8.1 A Member may terminate their membership in accordance with clause 5.

8.2 ASBP may suspend or terminate membership with immediate effect where:

8.2.1 the Member commits a material breach of these Terms

8.2.2 membership fees remain unpaid beyond the applicable payment and grace period

8.2.3 the Member acts in a way that is materially inconsistent with ASBP's objectives

8.2.4 the Member's conduct could, in ASBP's reasonable opinion, bring ASBP into disrepute

8.3 ASBP may suspend membership while investigating any matter that may constitute a breach of these Terms.

8.4 Where reasonably practicable, ASBP will provide written notice of the issue and give the Member a reasonable opportunity to respond before taking action under this clause.

8.5 Termination or suspension does not affect any outstanding payment obligations.

8.6 On termination or suspension, the Member must immediately cease using ASBP branding - including the Member logo, any tenure badges, and any ASBP marks on websites, social media, email signatures, presentations and printed materials - and access to membership benefits will be withdrawn. Removal must be completed within 14 days in accordance with clause 3.5.

8.7 Any disputes will initially be handled by Richard Broad, followed by a Board Member as necessary.

9. Data Protection and Privacy

9.1 ASBP processes personal data relating to Members in its capacity as data controller, in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

9.2 Personal data is processed for the purposes of membership administration, communications, directory listings and related membership activities. The lawful basis for processing is performance of a contract and ASBP's legitimate interests in operating an effective membership programme.

9.3 Where Members or Member organisations share personal data about their representatives or staff with ASBP, they are responsible for ensuring that individuals have been provided with appropriate information about how their data will be used.

9.4 ASBP's Privacy Notice, available on the ASBP website, sets out full details of how personal data is collected, used, stored and shared, and the rights available to individuals in relation to their data.

9.5 Queries relating to data protection or requests to exercise data subject rights should be directed to ASBP at the contact details published on its website.

10. Limitation of Liability

10.1 ASBP shall not be liable for any indirect or consequential loss arising from or in connection with membership.

10.2 ASBP's total liability to a Member shall not exceed the annual membership fee paid by that Member for the relevant Membership Year.

10.3 Nothing in these Terms limits ASBP's liability for death or personal injury caused by negligence, fraud, or any other liability that cannot lawfully be excluded or limited.

11. Amendments

11.1 ASBP may amend these Terms from time to time. Members will be notified of any material changes and updated Terms will be published on the ASBP website.

11.2 Where changes are material, ASBP will provide reasonable notice before the changes take effect. Continued membership after notification constitutes acceptance of the updated Terms.

12. Governing Law

12.1 These Terms are governed by the laws of England and Wales.
