

**Document Title:** Accreditation Federation (AF) – Official Membership & Fee Guide

## OFFICIAL MEMBERSHIP & FEE GUIDE

### 1. Membership Categories & Fees

<b>Membership Type</b>	<b>Annual Fee (EUR)</b>
Global Accreditation Groups (GAG)	2,500
Accreditation Organization (AB)	2,500
Conformity Assessment Body (CAB)	2,500
Institutions (Educational, Research, etc.)	2,500
Organizations (Non-AB/CAB institutions, associations, corporations)	2,500
Scheme Owners	2,500
Individual Members	500

**Note:**

- Annual membership fees cover basic Federation services, participation in selected committees, and standard membership benefits.
- Fees are subject to periodic review. Any changes will be communicated in advance to all members.

### 2. Multilateral Recognition (MR) Membership

**MR Membership Fee:** 5,000 EUR (annually)

**For Individuals:** 1,500 EUR (annually)

**Special Rule:** Members who obtain MR membership do not pay the regular membership fee (2,500 EUR). As long as MR status is maintained, the annual fee is 5,000 EUR.

**External Accreditation Bodies Recognized under MR:** Must also pay 5,000 EUR if recognized as MR members.

### **3. Accreditation Application & Evaluation**

#### **Accreditation Application & On-Site Evaluation:**

If the accreditation application and evaluation audit are carried out by AF (AF Accreditation Council), the audit duration and the fees for the Accreditation Decision Committee will be applied accordingly.

- Audit Man-Day Rate: 1,400 EUR
- Accreditation Decision Committee Fee: 800 EUR

**Travel & Subsistence:** Travel, accommodation, daily allowances, and personal expenses are invoiced separately based on actual costs.

#### **Process Flow:**

- Application submission
- Document review and scheduling
- On-site or remote evaluation by qualified auditors/assessors
- Accreditation Decision Committee review (and any follow-up actions)
- Final accreditation certificate issued upon approval

### **4. Payment Methods & Bank Details**

All members are requested to make payments in EUR (where possible). However, specific accounts in other currencies are available for convenience.

#### **A. EURO (EUR) Account**

**Account Name:** INTERNATIONAL ACCREDITATION FEDERATION INC

**IBAN:** BE54 9051 4395 7097

**SWIFT/BIC:** TRWIBEB1XXX

**Bank Name:** Wise

**Bank Address:** Rue du Trône 100, 3rd floor, Brussels, 1050, Belgium

*Note: For non-SEPA (Single Euro Payments Area) transfers, use SWIFT/BIC details.*

## **B. US Dollar (USD) Account**

**Account Name:** INTERNATIONAL ACCREDITATION FEDERATION INC

**Account Number:** 961575850839538

**Account Type:** Deposit

**Routing Number:** 084009519

**SWIFT/BIC:** TRWIUS35XXX

**Bank Name:** Wise US Inc

**Bank Address:** 30 W. 26th Street, Sixth Floor, New York, NY, 10010, United States

*Note: USD payments are primarily for U.S. clientele. Currency conversion to EUR can be arranged if needed.*

## **C. British Pound (GBP) Account**

**Account Name:** INTERNATIONAL ACCREDITATION FEDERATION INC

**Account Number:** 73780939

**Sort Code:** 23-08-01

**IBAN:** GB08 TRWI 2308 0173 7809 39

**SWIFT/BIC:** TRWIGB2LXXX

**Bank Name:** Wise Payments Limited

**Bank Address:** 1st Floor, Worship Square, 65 Clifton Street, London, EC2A 4JE, United Kingdom

*Note: Used for UK-based transactions; EUR conversion can be arranged if required.*

## **5. Additional Notes**

- **MR Membership Exemption:** Once an organization or individual obtains MR status, their total annual fee is the MR fee (5,000 EUR), not

the standard membership fee.

- **Accreditation Fees:** The final cost of accreditation depends on the number of audit days, complexity of the operation, and the travel/logistical arrangements needed.
- **Policy Updates:** AF reserves the right to update membership fees and accreditation guidelines to ensure alignment with international standards and best practices.
- **Refunds & Cancellations:** In the event of membership or accreditation cancellation, partial refunds may be issued according to AF's written refund policy.