



LONDON BLUE BADGE ORDER FORM

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|----------------------|--|-----------------|--|
| Name | | Guide No | |
| Address | | | |
| Contact No's | | | |
| Email address | | | |

The engraving on the Blue Badge allows for a maximum of 17 characters (including spaces and hyphens). Please enter in the box below how you would like your name to appear:

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USE OF GUIDE BADGE CODE

I understand that use of the badge is covered by the following code and I undertake to uphold that:

1. Badge-holders should wear their badges at all times when on duty.
2. Badge-holders should behave professionally and ethically at all times.
3. Badge-holders should not under any circumstances allow any other person to use their badge.
4. All badges remain the property of the Institute.
5. Badge-holders should observe all health, safety and insurance regulations.
6. Badge-holders shall not offer themselves for work in languages other than their first language or those for which they are deemed to have passed the Institute language test.
7. Badge-holders shall not hold themselves out to be qualified to guide in areas for which they hold no accredited qualifications.*
8. Badge-holders are required to abide by current site guiding rules and have no automatic right to guide at a particular site.
9. The Institute will investigate any complaint regarding professional misuse of the badge by the badge-holder, including any complaint arising from this code. The Institute retains the right to ask badge-holders to explain any incident. After due consideration, the Institute may withdraw the Guide Badge and may inform users of guide services, sites and professional guide associations of any such withdrawal.

**In the EU, clarification may be sought from a local representative of the European Federation of Tourist Guide Associations or of the World Federation of Tourist Guide Association.*

£32.00 plus £6.50 for p&p - Payment online via your bank – Barclays Bank – Sort Code: 20 31 52 – Account number: 30673277 - Quote your Institute membership number as a reference when making your online payment

Date of Online Payment: _____

Signed: _____ **Date:** _____

PLEASE NOTE: Badges are posted by SPECIAL DELIVERY and will need to be signed for upon delivery. If your badge has not arrived within 3 weeks of ordering, please contact the Institute office. Badges can be collected from the Institute office by prior arrangement.