

## INFORMATION FOR PROSPECTIVE MEMBERS



We are delighted that you are considering joining the Worshipful Company of Management Consultants. This note answers the most frequent questions we receive from prospective members and clarifies our membership process from initially joining our Company (*admitted as a Freeman*) to being clothed in (*progressing to*) our Livery.

### Application

Every candidate is asked to complete an application form which may be downloaded [from our website](#), and to which your CV should be attached as a follow on document. You will note that your application must have a proposer and two seconders. If this poses a problem please let us know. Once the form has been completed we will invite you to meet our Membership Committee's informal interview panel, if they have not already been involved. Following this your form will be circulated to The Court, our governing body, which approves all new members.

### Admission as a Freeman

Each new member is admitted as a Freeman of the Company at a formal ceremony preceding one of our major events which you will be invited to attend. At that time an admission fee (*Fine*) of £360 (£300+VAT) is payable and the whole annual subscription (*Quarterage*) or proportion thereof as described in the Fees section below. Shortly after joining you will be asked by the Livery Secretary, Elizabeth Consalvi, if you wish to progress to our Livery. You cannot fully participate in all the Company's activities and enjoy the considerable benefits of the City's Livery Movement unless you become a Liveryman and this requires you first to become *Free of the City of London*.

### Freedom of the City of London

Our Livery Secretary and our Clerk will guide you through the process of becoming a Freeman of the City of London. You first contact the Clerk to the Chamberlain's Court, by writing to him at the Chamberlain's Office, PO Box 270, Guildhall, London EC2P 2EJ or phoning 020 7606 3030. The Clerk to the Chamberlain's Court will arrange for you to visit his office for an informal meeting and you will be requested to bring your original birth certificate. A fee of £100 is payable. Following this your details will be put on the agenda for the next Court of Aldermen and when passed you will be invited to select a date for your Freedom Ceremony. The City's traditional freedom ceremonies take place in the Chamberlain's Court at Guildhall and are usually conducted by the Clerk of the Court or his Assistant.

### Joining our Livery

Once you have become a City Freeman, our Livery Secretary will arrange for you to be clothed as a Liveryman of our Company. A Livery Fine of £600 (£500+VAT) is payable but this will be discounted by £120 (£100+VAT) if you are clothed as a Liveryman within six months of being admitted, as this amount of your Admission Fine is considered a contribution towards it.

### Annual Fees

Our annual membership fee is £360 and is known as Quarterage because it was traditionally payable quarterly. Nowadays we prefer to collect it annually in July by direct debit, to minimise transaction charges and sustain cash flow; quarterly payment is available on request, at a small additional charge. We apply the quarterly tradition to the initial amount payable on joining, according to the date of admission as a Freeman:

Admission	1 July – 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 June
	£360 (£300+VAT)	£270 (£225+VAT)	£180 (£150+VAT)	£90 (£75+VAT)

### Charitable Donation

Members are strongly encouraged to make annual contributions to our Company's Charitable Fund which provides grants to support charitable causes associated with the City of London and surrounding Boroughs, and to charities which align with the interests of our members. The suggested amount is £200 (exempt of VAT) and is eligible for Gift Aid. The donation is entirely at your discretion and the Clerk will solicit your wishes before collecting it by Direct Debit at the same time as your Quarterage payments.

### Direct Debit

All members are required to set up a Direct Debit mandate as this is our normal method of settlement.

Contact details for more information  
e: [membership@wcomc.org](mailto:membership@wcomc.org)

v5 November 2016  
w: [www.wcomc.org](http://www.wcomc.org)