**HMC Partnership Programme Application - Silver**

To apply to join HMC’s partnership programme, please complete the following form and return to [corporatepartnerships@hmc.org.uk](mailto:corporatepartnerships@hmc.org.uk)

Thank you.

**Application Form**

|  |  |
| --- | --- |
| **Name of Organisation** |  |
| **Main Contact** |  |
| **Job Title** |  |
| **Email** |  |
| **Phone** |  |

|  |  |
| --- | --- |
| **Secondary Contact** |  |
| Job Title |  |
| Email |  |
| Phone |  |
| Other Contact |  |
| Job Title |  |
| Email |  |
| Phone |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Postal Address** |  | | |
| Address 1 |  | | |
| Address 2 |  | | |
| Town |  |  |  |
| Postcode |  | | |
| **Main phone** |  | | |
| General Email |  | | |
| **Website** |  | | |

|  |  |
| --- | --- |
| **Brief Company Description** (up to 25 words) |  |
| **Full Company Description** (up to 100 words)  There is an option to update copy once during the 12-month period. |  |
| Please indicate which category best suits your business best.  Should you require more than one listing then additional entries in other categories cost £350 per listing. | |  |  | | --- | --- | | Tick to indicate category choice(s) | | | Academic, IB, Curriculum and Library/archives Services |  | | Assessments & Qualifications |  | | Audit, Inspection, Polices, Procedures and Certification |  | | Boarding & International School Services |  | | Bursar & School Admin Services |  | | Consultants and Professional development |  | | Catering |  | | Construction, Design, property (Architects; Planners) |  | | Development; Fundraising and alumni; Bursaries |  | | Digital marketing: websites, apps and social media |  | | Facilities management, office furniture/equipment |  | | Financial services |  | | GDPR, Records Management and Digital Preservation |  | | Governors’ Services |  | | Heritage, History, Archives and Exhibitions |  | | IT, Software - database/CRM, MIS and Portal |  | | Legal services |  | | Marketing, Public affairs, Media/crisis comms |  | | Pastoral, resilience and emotional health |  | | Photography and filming |  | | School wear and uniform |  | | Recruitment |  | | Research |  | | Sports |  | | Transport and school trips |  | |
| **Social media**  Twitter |  |
| LinkedIn profile link |  |

Applications require two references from schools or education providers.

**References**

References will be contacted by HMC and so please provide the following details:

|  |  |
| --- | --- |
| **School Referee 1** |  |
| Name of Organisation |  |
| Name of contact |  |
| Address |  |
| Email |  |
| Telephone |  |
| Details of testimonial | Please give details of the type of work/project you have undertaken for the school. |

|  |  |
| --- | --- |
| **School Referee 2** |  |
| Name of Organisation |  |
| Name of contact |  |
| Address |  |
| Email |  |
| Telephone |  |
| Details of testimonial | Please give details of the type of work/project you have undertaken for the school. |

|  |  |
| --- | --- |
| Details of Accounts Office/Purchase Ledger Clerk for Invoicing: | |
| Name |  |
| Job Title |  |
| Email |  |

**Application Checklist**

Before you submit your application, please check you have the following information listed in the table below.

|  |  |
| --- | --- |
| **Item** | **Format** |
| Company logo | Jpg; Eps; Png |
| Company description | Brief: up to 25 words  Full: up to 100 words |
| Contact details | Website, email and phone |
| References | Two schools or education providers |

Thank you for your application. Please email completed forms and related items to [corporatepartnerships@hmc.org.uk](mailto:corporatepartnerships@hmc.org.uk)

For full terms and conditions please see HMC’s Partnership programme, Guidelines and Code, Use of partner logo and agreement.