**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

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 wordsFull: 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

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