

[Return to admin](#)**MEMBERSHIP APPLICATION**
START DATE: _____**PROVIDE THE FOLLOWING CONTACT INFORMATION:**

First: _____ Last: _____ DOB: ____/____/____

Mobile Phone: (____) _____ - _____

Email Address: _____

(this email will be used for your account and communications)

Personal Address: _____ Apt #: _____

City: _____ State: _____ Zip: _____

Mailing Address (if different than above):

Street: _____ Apt #: _____

City: _____ State: _____ Zip: _____

COMPANY / SCHOOL / NON-PROFIT ORGANIZATION INFORMATION:

Organization Name: _____ Title: _____

Website: _____

Non-Profit Tax ID: _____

(If applicable)

Student Email Address: _____

(If applicable)

Focus: _____

*(example: graphic design, legal, real estate, education)***ADDITIONAL MEMBERS:**

First: _____ Last: _____ DOB: ____/____/____

Mobile Phone: (____) _____ - _____

Email Address: _____

First: _____ Last: _____ DOB: ____/____/____

Mobile Phone: (____) _____ - _____

Email Address: _____

First: _____ Last: _____ DOB: ____/____/____

Mobile Phone: (____) _____ - _____

Email Address: _____

First: _____ Last: _____ DOB: ____/____/____

Mobile Phone: (____) _____ - _____

Email Address: _____

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Select Membership & Duration:

12 Month Agreement = 1 Free Month Savings

MEMBERSHIP	1 MONTH	3 MONTH	6 MONTH	12 MONTH
MAILBOX	<input type="checkbox"/> \$60.00	<input type="checkbox"/> \$58.00	<input type="checkbox"/> \$56.00	<input type="checkbox"/> \$55.00
SECURE MAILBOX	<input type="checkbox"/> \$70.00	<input type="checkbox"/> \$68.00	<input type="checkbox"/> \$66.00	<input type="checkbox"/> \$64.00
STUDENT/NON-PROF.	<input type="checkbox"/> \$75.00			
NOMAD	<input type="checkbox"/> \$115.00	<input type="checkbox"/> \$112.00	<input type="checkbox"/> \$108.00	<input type="checkbox"/> \$105.00
RESIDENT	<input type="checkbox"/> \$160.00	<input type="checkbox"/> \$155.00	<input type="checkbox"/> \$150.00	<input type="checkbox"/> \$146.00
DESK	<input type="checkbox"/> \$225.00	<input type="checkbox"/> \$218.00	<input type="checkbox"/> \$212.00	<input type="checkbox"/> \$206.00
WORKSTATION	<input type="checkbox"/> \$275.00	<input type="checkbox"/> \$267.00	<input type="checkbox"/> \$259.00	<input type="checkbox"/> \$252.00
SMALL OFFICE	<input type="checkbox"/> \$600.00	<input type="checkbox"/> \$594.00	<input type="checkbox"/> \$582.00	<input type="checkbox"/> \$550.00
MEDIUM OFFICE	<input type="checkbox"/> \$750.00	<input type="checkbox"/> \$743.00	<input type="checkbox"/> \$728.00	<input type="checkbox"/> \$687.00
LARGE OFFICE	<input type="checkbox"/> \$850.00	<input type="checkbox"/> \$842.00	<input type="checkbox"/> \$825.00	<input type="checkbox"/> \$779.00

May Qualify to Remove ONE Perk

Perk	Discount	Levels Applicable
Remove Conference Room	<input type="checkbox"/> -\$15.00	All
Remove Mailbox	<input type="checkbox"/> -\$10.00	Resident - Office
Remove 24 Hour Access	<input type="checkbox"/> -\$12.00	Resident - Office
Remove Unlimited Coffee	<input type="checkbox"/> -\$5.00	Nomad - Office
Remove Parking Space	<input type="checkbox"/> -\$50.00	Office

May Add MULTIPLE Perks

Perk	Fee	Levels Applicable
Add Unlimited Coffee	<input type="checkbox"/> \$15.00	Mailbox, Student, Non-Profit
Add Mailbox	<input type="checkbox"/> \$20.00	Student, Non-Profit, Nomad
Upgrade to Secure Mailbox	<input type="checkbox"/> \$10.00	Must have mailbox
Add 24 Hour Access	<input type="checkbox"/> \$25.00	Nomad
Add Conf. Rm Credit 4 Pack	<input type="checkbox"/> \$75.00	All

CALCULATE YOUR MEMBERSHIP RATE:

Membership Level: \$_____

(Optional)
One Removed Perk: \$_____

(Optional)
Added Perk 1: \$_____

Added Perk 2: \$_____

Added Perk 3: \$_____

Added Perk 4: \$_____

Added Perk 5: \$_____

Total Price: \$_____

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Billing:

Memberships are auto-debited on the first of each month. If you sign up for a membership outside of the first day of the month, then you will be pro-rated accordingly.

Long Term Agreements:

Memberships are a month-to-month minimum; options for long-term agreements on page 2.

Cancellation Policy:

All memberships require a **30 day minimum** written notification to cancel. If a membership is cancelled after the first of the month, the member will be pro-rated into the following month for their final payment.

Cancellation with Long Term Agreement:

Above cancellation policy applies - in addition - If a long term agreement is broken, the previous month savings will be included to the final payment.

Conference Room Credits:

Credits do NOT accumulate. Each month, credits regenerate. A member may not sell or lend their credits to another member or non-member.

I agree to participate with The Trade Coffee & Coworking as a member, which will allow me access to The Trade Coffee & Coworking resources as outlined on **page 5**. I understand my account will be billed on the first of each month on a recurring basis. I understand my account will continue to be billed on the first of each month even after my agreement has been fulfilled at the current month-to-month rate if I do not re-apply for a long-term agreement or give a 30 day notice to cancel my membership. I understand I may be pro-rated into the following month based on my 30 day notice. I understand I will receive a late fee on my account (see figure 1) for each duration past due.

LATE FEES:

- **5 Days** past due, a late fee of **5% will apply**
- **10 Days** past due, a late fee of **10% will apply**
- **15 Days** past due, a late fee of **15% will apply**
- **20 Days** past due, a late fee of **20% will apply**
- **30+ Days past due, membership terminated, and account will be sent to collections.**

I have read and understand the **INCLUDED MEMBERSHIP PERKS** (page 5)

Figure 1

I have read and agree to the **COMMUNITY NORMS** (page 6)

I have read and agree to the **TERMS of USE** (page 6)

(24 Hour Access Members only) I have read and agree to the **24-HOUR ACCESS / RELEASE OF LIABILITY AND ASSUMPTION OF RISK** (page 6)

Signature: _____ Date: ____/____/____

Print: _____



PAYMENT AUTHORIZATION

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REQUIRED

Please complete all fields. You may cancel this authorization at any time by contacting us and replacing with a different form of payment. This authorization will remain in effect until cancelled.

CREDIT CARD INFORMATION

Card Type:

MasterCard VISA Discover AMEX
 Other (_____)

Cardholder Name (as shown on card):

Card Number:

_____ CVV: _____

Expiration Date: _____ / _____

Billing Zip Code: _____

I, _____, authorize The Trade Coffee & Coworking to charge my credit card above for agreed upon purchases. I understand that my information will be saved to file for future transaction on my account.

Signature: _____ Date: ____/____/____

INCLUDED MEMBERSHIP PERKS

Most Popular

	MAILBOX \$52 - \$70	NOMAD \$97 - \$115	RESIDENT \$141 - \$160	STUDENT / NON PROFIT \$75	DEDICATED DESK / CHAIR \$198 - \$275	PRIVATE OFFICE \$550 - \$850
MEMBERS INCLUDED	1	1	1	1	1	1 - 4
CONFERENCE ROOM CREDITS <i>Remove Perk -\$15</i>	1	1	1	1	3	4
UNLIMITED DRIP COFFEE <i>Add Perk +\$15 Remove Perk -\$5</i>		√	√		√	√
MAILBOX <i>Add Perk +\$20 Remove Perk -\$10</i>	√		√		√	√
PRINT & WIFI		√	√	√	√	√
GUEST PASS			1		1	2
24 HOUR ACCESS <i>Add Perk +\$25 Remove Perk -\$15</i>			√		√	√
DEDICATED DESK / CHAIR					√	
PARKING <i>Remove Perk -\$50</i>						√
ADD 4 PACK CONFERENCE ROOM CREDITS	\$75	\$75	\$75	\$75	\$75	\$75

Please scan the QR code below to view each of the policies and waivers.

- **Community Norms**
- **Terms of Use**
- **24 Hour Access Release of Liability and Assumption of Risk**



If you are unable to scan the QR code, please visit: www.thetradecollab.com/agreements or ask for a physical copy.