

MASSAGE THERAPIST ASSOCIATION OF SASKATCHEWAN, INC.

Member of the Canadian Massage Therapist Alliance (CMTA)

ANNUAL MEMBERSHIP – RENEWAL OF REGISTRATION

For the period November 1st, 2023 to October 31st, 2024

NOTE: \$15.75 administration fee now applies to all paper renewals (i.e. not done via the website)

MTAS MEMBERSHIP #: _____ (This section must be completed in full)

THERAPIST NAME: _____

MAILING ADDRESS: _____

CITY/TOWN: _____ POSTAL CODE: _____

HOME PHONE: () _____ CELL PHONE: () _____

E-MAIL FOR MTAS OFFICE CORRESPONDENCE: _____

CLINIC INFORMATION FOR PUBLIC FIND A THERAPIST SEARCH TOOL ON MTAS WEBSITE:

(If nothing has changed since the last renewal, you may write "same as last year" across the clinic spaces.)

MAIN CLINIC NAME: _____

STREET ADDRESS: _____

CITY/TOWN: _____ **POSTAL CODE:** _____

BUS. PHONE: () _____ **FAX #:** () _____

WEBSITE: _____

WORK E-MAIL ADDRESS: _____

SECOND CLINIC NAME: _____

STREET ADDRESS: _____

CITY/TOWN: _____ **POSTAL CODE:** _____

BUS. PHONE: () _____ **FAX #:** () _____

WORK E-MAIL ADDRESS: _____

THIRD CLINIC NAME: _____

STREET ADDRESS: _____

CITY/TOWN: _____ **POSTAL CODE:** _____

BUS. PHONE: () _____ **FAX #:** () _____

WORK E-MAIL ADDRESS: _____

**** PLEASE INDICATE CLEARLY IF ANY OF THE ABOVE INFORMATION IS NEW
SO THAT YOUR FILE CAN BE PROPERLY UPDATED ****

PLEASE TURN OVER TO CONTINUE

MEMBERSHIP CLASSIFICATION – PLEASE CHECK ONE BOX (GST is not applicable):

- | | | | |
|--|---------------------------|---|---------------------------|
| <input type="checkbox"/> Practicing member | \$430.00 + \$15.75 | <input type="checkbox"/> Honourary member | \$ 0.00 |
| <input type="checkbox"/> Non-resident practicing member | \$430.00 + \$15.75 | <input type="checkbox"/> Auxiliary member | \$107.50 + \$15.75 |
| <input type="checkbox"/> Non-practicing member | \$215.00 + \$15.75 | <input type="checkbox"/> Student member | \$0.00 |
| <input type="checkbox"/> I do not wish to renew my membership - reason: _____ | | | |

INSURANCE PROVIDER – please indicate the name of your insurance provider here: _____.

If *not* insured with BFL Canada, please upload a copy of your 2023-2024 malpractice and liability insurance certificate or policy (not a receipt) to your profile. ** Members insured with BFL Canada are not required to send in proof of insurance **

CPR LEVEL C/STANDARD FIRST AID CERTIFICATE ATTACHED (only required if you have recertified but not yet uploaded your new certificate to your personal profile on the website.)

WEBSITE POSTING

Please indicate below if you would **NOT** like to have your clinic information posted on the MTAS publicly accessible "Find a Therapist" feature on our website. This is free publicity for your practice and is optional. If this box is left blank, we will automatically post your clinic/business contact information from page 1.

I **WOULD NOT** like my clinic information posted.

METHOD OF COMMUNICATION

Our default method of communication is via e-mail. If we have a current e-mail address on file for you, your membership renewal is considered your implied consent to receive electronic communication.

Please check this box if you **DO NOT** want to receive any electronic communication from MTAS. (This means that you will not receive workshop notices, job ads, volunteer opportunities or other Association news, and we do not send out these notices via regular mail.)

METHOD OF PAYMENT

(Circle one) **DEBIT/CASH/CHEQUE/M.O./VISA/MASTERCARD/E-TRANSFER to payment@saskmassagetherapy.com**

Note that we cannot process combined debit/credit cards, and e-transfer must be a direct or automatic deposit, no security question

Chq #(s): _____

I am paying the full membership fee now: \$ _____

Split-payment plan options (for practicing members only):

Two-payment plan - total cost \$461.50. First payment \$200.00 by October 31st, 2023; second payment \$261.50 by January 31st, 2024 (\$230.00 membership + \$30.00 admin fee + \$1.50 GST).

Three-payment plan - total cost \$493.00. First payment \$150.00 by October 31st, 2023; second payment \$171.50 by January 31st, 2024 (\$140 membership + \$30 admin fee + \$1.50 GST); third payment \$171.50 by April 30th, 2024 (\$140 membership + \$30 admin fee + \$1.50 GST).

All post-dated cheques must accompany your application for renewal if paying by cheque.

The credit card number provided below will be used for all payments – ensure the card remains valid through the end of April 2024.

I am including \$15.75 (\$15 + GST) paper processing fee for non-electronic (via MTAS website) renewals.

I am including \$ _____ late fee (if applicable - \$94.50 per month or part thereof).

TOTAL PAYMENT INCLUDED (membership + fees noted above): \$ _____

To protect confidentiality, credit card information is destroyed after processing.

My signature below authorizes MTAS to charge my credit card with the amount(s) shown above.

VISA/MC number: _____ **Expiry date:** _____

Card holder signature: _____ **CVC # on back of credit card:** _____

TO COMPLY WITH ASSOCIATION BYLAWS, YOUR RENEWAL CANNOT BE PROCESSED UNTIL A COMPLETED REGISTRATION FORM IS ON FILE.

ALL MEMBERS MUST READ, COMPLETE AND SIGN THESE TWO SECTIONS. FAILURE TO DO SO WILL RESULT IN YOUR REGISTRATION BEING RETURNED UNPROCESSED AND THE APPLICATION OF AN ADMINISTRATION FEE OF \$30.00 + GST.

MEMBERSHIP DECLARATION.

1. During the past membership year (Nov 1/22 to Oct 31/23), have you been charged with or convicted of a criminal offence? Yes No
2. With respect to your practice, has there ever been a finding of professional misconduct, incompetency, or incapacity, or any like finding, in Saskatchewan or in any other jurisdiction, against you in relation to the profession of massage therapy or another health profession? Yes No
3. Is there a current proceeding against you involving an allegation of professional misconduct, incompetence or incapacity, or any like finding, in Saskatchewan or in any other jurisdiction, in relation to the profession of massage therapy or another health profession? Yes No

If you answered yes to any of the above, please provide written details along with your application for membership renewal.

GENERAL DECLARATION

I acknowledge that according to the MTAS Bylaws it is professional misconduct for members to practice massage therapy whilst holding a non-practicing, educator/instructor, or student membership or when suspended. I understand that this may be considered insurance fraud and that the Association will investigate complaints and may take further action.

I declare I have read and understood, and agree to abide by the Bylaws, Standards of Practice, Code of Ethics, and any other governing documents of the Association (available at www.saskmassagetherapy.com – "About MTAS".) I realize that I may lose my membership and membership privileges if complaints about me are found to be in violation of these documents. I further understand that membership dues are non-refundable if I choose to cancel my membership at any time or for any reason, after application and/or renewal.

I understand that I must notify the MTAS office in writing within thirty (30) days of any changes to the personal and/or clinic information on page 1 of this form.

I hereby certify that the statements I have made in all parts of this membership form are true and complete. (Signing a document that you know provides false or misleading information is professional misconduct and may result in disciplinary action.)

Signed this _____ day of _____, _____ at _____
Month Year City

Signature of member: _____

Printed name: _____

Witness signature: _____

Printed name: _____

This form must be signed and dated in order to be accepted.

Incomplete renewal applications (including if your credit card is declined or your cheque is returned NSF) will be returned with a deficiency notification and an administration fee of \$30.00 + GST applied.

Deficiencies must be addressed, and a complete application submitted by the renewal deadline or the late fee will also apply.

PLEASE TURN OVER TO CONTINUE

PAYMENT OPTIONS:

You do not have to wait until the end of October to renew your membership. You may send in your renewal at any time.

1. Cheque or money order for the full membership fee. Please make payable to Massage Therapist Association of Saskatchewan, Inc. or just MTAS. **** If sending a post-dated cheque, please attach a note. ****
2. Two-payment plan **for practicing members only (\$461.50 total cost)**: An administration fee of \$30.00 + GST is applied to the second payment. **Both cheques must be sent at the same time, with your renewal form. (If paying by credit card, your signature authorizes MTAS to process both payments on the dates specified.)**
 - First payment **dated no later than October 31st, 2023 for \$200.00.**
 - Second payment post-dated **no later than January 31st, 2024 for \$261.50** (\$230.00 membership + \$30.00 administration fee + \$1.50 GST).
3. Three-payment plan **for practicing members only (\$493.00 total cost)**: An administration fee of \$30.00 + GST is applied to the second and third payments. **All cheques must be sent at the same time, with your renewal form. (If paying by credit card, your signature authorizes MTAS to process both payments on the dates specified.)**
 - First payment **dated by October 31st, 2023 for \$150.00.**
 - Second payment post-dated **no later than January 31st, 2024 for \$171.50** (\$140.00 membership + \$30.00 administration fee + \$1.50 GST).
 - Third payment post-dated **no later than April 30th, 2024 for \$171.50** (\$140.00 membership + \$30.00 administration fee + \$1.50 GST).
4. Visa or MasterCard – include all the necessary information on Page Two of this renewal form, or phone in your credit card number, expiry date and security number **AFTER** you have sent in your completed form. **WE WILL NOT ACCEPT TELEPHONE PAYMENTS WITHOUT A COMPLETED MEMBERSHIP FORM ON FILE.** This is to protect the security of your credit card information and to comply with the MTAS Bylaws.
5. E-transfer: **payment must be direct or automatic deposit, as we are not able to process a payment with a security question or password attached.** payment@saskmassagetherapy.com
6. Debit and cash payments are accepted at the MTAS office during office hours:
Monday and Thursday, 8:00 am – 4:00 pm (closed 12 noon – 1:00 pm).
7. MTAS Bylaws allow for a grace period of one month. This means that payment and registration must be received **NO LATER** than **NOVEMBER 30TH, 2023.** ***The penalty for late payment is \$90.00 + GST (\$94.50) per month or any part thereof. No exceptions.***

HAVE YOU.....

- ✓ Completed every item on the form and signed the declarations?
- ✓ Included payment information?
- ✓ Included a copy of your 2023-2024 liability insurance policy, if it is NOT held with BFL Canada?
- ✓ Attached proof of valid CPR/Standard First Aid certification if not already updated?
 - ✓ Included verification of any continuing education credits not previously recorded in your file?

NOTE: if you choose not to renew your membership, please let us know by checking the appropriate box on the reverse of this form or e-mailing us a note. This will eliminate the need for us to send you unnecessary reminder notices.

PLEASE RETURN THIS RENEWAL FORM & PAYMENT TO:

Massage Therapist Association of Saskatchewan, Inc.
#22– 1738 Quebec Avenue, Saskatoon, Sask. S7K 1V9
Fax: 306-384-7175 e-mail: mtas@saskmassagetherapy.com Tel: 306-384-7077