



# THE INSTITUTE OF LOSS ADJUSTERS OF SOUTHERN AFRICA

Professional Body for Loss Adjusters  
NPC 2021/425788/08

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**E-Mail:** [admin@ilasa.org.za](mailto:admin@ilasa.org.za)

**Website:** [www.ilasa.org.za](http://www.ilasa.org.za)

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## **APPLICATION FOR ADMISSION**

As requested, enclosed herewith an application form for membership of the Institute for your completion and submission.

Please ensure that you answer ALL questions and indicate the category of membership for which you are applying. (See Membership Qualifications on [www.ilasa.org.za](http://www.ilasa.org.za) )

Your application requires the following:

1. Copies of all educational certificates **certified by a Commissioner of Oaths.**
2. A criminal clearance certificate (to be obtained from the South African Police Service.
3. The application **MUST** be signed by a Proposer and Secunder who is either an Associate or Fellow of the Institute of Loss Adjusters. If you are unsure of who to approach you can search for a member or the Regional Chairperson on our website.
4. Proof of payment of R1 000 + VAT (R1 150), being the Application/Entrance Fee. Please note, the Application/Entrance Fee does not guarantee acceptance into the ILA. An entry procedure is followed and should your application be unsuccessful, 50% of the Fee shall be refunded. Banking details are: Institute of Loss Adjusters, Standard Bank, Rivonia, Branch Code 00-12-55, Current Account 020669917. Proof of deposit should be attached to the Application Form.
5. Proof of Professional Indemnity Insurance

If all the criteria listed above are not adhered to, your application form will be returned without further consideration.

The annual subscription fee and Regional levy, inclusive of VAT will be invoiced on the successful admission of the applicant. Membership shall only be ratified upon receipt of these payments. Once ratified, your name will be included on the ILA website.

**Holding Professional Indemnity cover for a minimum amount of R1 000 000 is a pre-condition of membership.**

If you feel you have the relevant qualifications, please complete the enclosed application form and return it to the above address at your earliest convenience.

Yours sincerely,

Charmaine Koch